



**REPUBLIC OF NAMIBIA**  
**MINISTRY OF FINANCE**

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**TO:**           **ALL EXECUTIVE DIRECTORS**  
**SECRETARY: NATIONAL ASSEMBLY**  
**SECRETARY: NATIONAL COUNCIL**  
**DEPUTY AUDITOR GENERAL**  
**DIRECTOR: ELECTIONS**

**CC: ALL FINANCIAL ADVISORS**

**FROM:**       **MICHAEL HUMAVINDU**  
**EXECUTIVE DIRECTOR**



**DATE:**       **03 APRIL 2025**

**REQUEST FOR OFFICES/MINISTRIES/AGENCIES (OMAs) TO MAKE  
BUDGETARY PROVISION FOR APPRENTICESHIPS, INTERNSHIPS AND  
GRADUATE INTENSHIPS FOR THE 2025/26-2026/27 FINANCIAL YEARS**

1. The Ministry of Finance is hereby requesting all the OMAs to provide for the apprenticeship, internship and graduate internship within the budget of 2025/26 and 2026/27– 2027/28 MTEF.

2. Each OMA is required to take on board the above as follows:
  - 2.1 Fifteen (15) Apprenticeship trainees , N\$2 500 per person for six (6) months
  - 2.2 Twenty-five (25) Interns N\$2 500 per person for six (6) months, and
  - 2.3 Twenty-five (25) Graduate Interns, N\$ 3 500 per person for two (2) years
- 3 In case no budgetary provision was made for the above, OMAs are hereby advised to reprioritize funds from training and or travelling and subsistence allowance budget.
- 4 Additionally, Vote 17 is requested to extend this directive to the Regional Councils (RCs) and Local Authorities (LAs) to implement the same directive.
- 5 Based on the above background, all Votes are hereby required to submit the requested information to the Ministry of Finance, Treasury by Tuesday, the 8<sup>th</sup> April, 2025, while for Regional Councils (RCs) and Local Authorities (LAs) submission deadline no later than Thursday, the 10<sup>th</sup> April, 2025.

Thanks for understanding