



Annual Performance Report 2016

Co-operative Employees Commission

No. 100-1/1

Lady Lochore Loan Fund Building

Sir Chittampalam A Gardiner Mawatha

Colombo - 02

Vision

To create satisfied Co-operative human resource

Mission

Formulating policies to enhance human resource in the
Co-operative Sector for the sustainable development of
the Co-operative movement

Functions

- Determining policies that should be followed in recruiting and promoting employees to Co-operative societies and granting gratuity to them.
- Determining required qualifications for the recruitment of persons to posts in the Co-operative societies and determining salary scales relevant to such posts.
- Resolving employee disputes, investigating appeals and initiating legal action against those Co-operative societies that violate orders.
- Investigating appeals received by the commission.
- Determining procedures to be followed by Co-operative societies in disciplinary measures in relation to their employees.
- Conducting discussions, training programs and seminars on human resource development.

Co-operative Employees Commission

Annual Performance Report – 2016

The numerical and descriptive details and various activities performed by the Co-operative Employees Commission during the year 2016, in order to protect and ensure the service of Co-operative employees are forwarded by this report.

Basically the content of this report is set up under the following Chapters.

Chapter - 01

The details of the composition and the employment of the Co-operative Employees Commission during the year 2016.

Chapter - 02

The names of the National Level Co-operative Unions and All Island Primary Level Co-operative societies which are regulated by the Commission and the employment details of the above societies during the year 2016.

Chapter -03

Review of the activities of the Commission during the year 2016, physical and financial activities of the Co-operative Employees Commission.

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Chapter - 01

- The composition, Establishment and the Organizational Structure of Co-operative Employees Commission
- Staff establishment during the year 2016

Constitution and Administrative activities of the Co-operative Employees Commission

In terms of the section 04 of the Co-operative Employees Act, No 12 of 1972, the Co-operative Employees Commission consists of three members appointed by the Hon. Minister in charge of the Co-operative subject. The chairperson of the commission will also be appointed by the Hon. Minister from one of these 03 members. These appointees will hold office for a period of three (03) years since the date of the appointment. If a vacant position arises due to resignation, removal or death of a member, a suitable person will be appointed by the Hon. Minister for the remaining period.

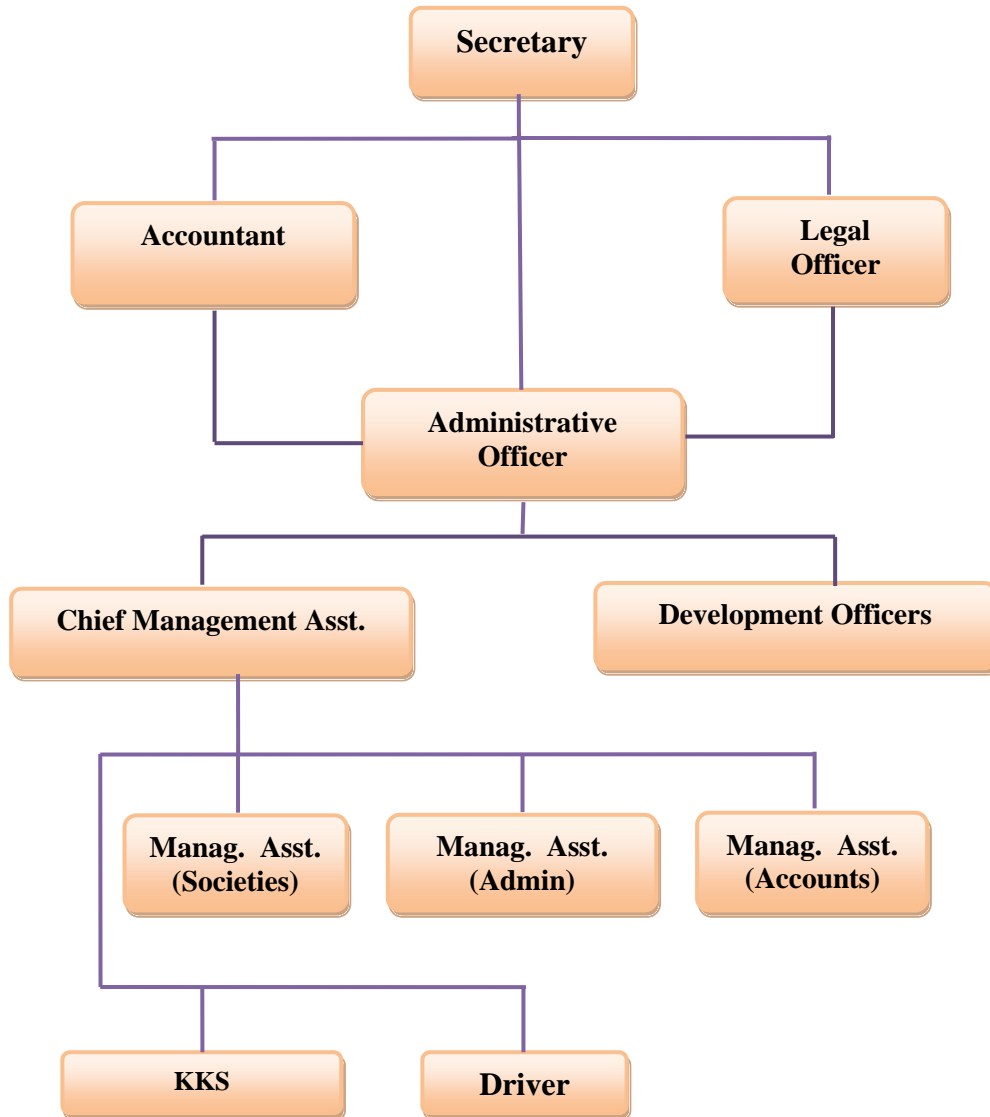
As at the Year 2016 Mrs. R.M.C.G. Udugampola held the position of the Chairperson and Mr. I.M.G. Iriyagolla (Attorney-at-Law) and Mr. Bandula Wijesingha (Attorney-at-Law) took office as the members of the Commission.

Sri Lanka Administrative Service officer and the Deputy Director of the Ministry of Industry and Commerce Mrs. Pavithra Jayathissa held the position of acting Secretary of the Co-operative Employees commission.

In terms of section 9(2) of the Co-operative Employees Act, rest of the officers of the commission appoint from the combined services.

As per the section 12 of the Co-operative Employees Commission Act No 12 of 1972, the annual expenditure of the commission is to be allocated by the appropriation Act. Accordingly expenditure for the year 2016 had allocated under the head 302.

Organizational structure of the Co-operative Employees Commission



Established Staff in 2016

Designation	Approved Carder	Actual as at 2016.12.31	Vacancies
Secretary	01	01(Acting)	-
Accountant	01	01	-
Legal Officer	01	-	01
Administrative Officer (PMAS-Supra Grade)	01	(Duties are covered by an internal officer)	01
Development Officers	05	02	03
Management Assistant (I/II/III)	08	07	01
Drivers	03	03	-
KKS	03	02	01
Total	23	16	07

Details of Transfers

Name	Designation	Date of Transfer (Out going)	Date of Transfer (in Coming)
Mr. K.W.W.G. Kumarasingha	Management Assistant	-	13.01.2016
Mr. S.J. Ilankone	Management Assistant	14.01.2016	
Mr. K.G.D. Wijewardhana	Driver		11.04.2016

Chapter - 02

- Names of the National Level Co-operative Unions and All Island Primary Level Co-operative Societies and employment details of the above societies during the year 2016

Co-operative Societies

The duty of the Co-operative Employees Commission is regulating all the human resource matters of the National Level Co-operative Unions and All Island Primary Level Co-operative Societies which are supervised by the Co-operative Commissioner. Not only solving employees' disputes but also rectification of the salary scheme and deciding Qualifications are some other duties of the Commission. In addition to that, the Commission provides clarifications and instruction to the Provincial Co-operative Employees Commissions. All the affairs regarding the service of the employees in national level Co-operative Societies are handling by this Co-operative Employees Commission.

Employment details of the National Level Co-operative Unions and All Island Primary Level Co-operative Societies during the year 2016

	Society Name	No of Employees
Co-operative Unions		
01	National Co-operative Council of Sri Lanka	36
02	Sri Lanka Thrift and Credit Co-operative Societies Federation Ltd.	18
03	Sri Lanka Textile Industries Federation Ltd.	05
04	Sri Lanka Marketing Co-operative Federation Ltd.	111
05	Sri Lanka National Federation of Fisheries Co-operative Society Ltd.	03
06	Sri Lanka Tea Producers Co-operative Societies Federation Ltd.	01
07	Sri Lanka Co-operative Rural Bank Federation Ltd.	20
08	Sri Lanka Consumer Co-operative Societies Federation Ltd.	162
09	Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd.	31
10	Sri Lanka Co-operative Industries Federation Ltd.	41
11	Sri Lanka National Youth Services Co-operative Societies Federation Ltd.	09
12	Thrift & Credit Societies Resources Management Co-operative Federation Ltd.	03

All Island Primary Level Co-operative Societies		
13	Educational Employees Thrift & Credit Co-operative Societies Ltd.	777
14	Health Department Employees Thrift & Credit Co-operative Societies Ltd	76
15	Rail Way Station Masters and Clerks Thrift & Credit Co-operative Societies Ltd.	04
16	Posts and Telecommunication Department Employees Thrift & Credit Co-operative Society Ltd.	34
17	Browns Group Industrial and General Services Thrift & Credit Co-operative Society Ltd.	01
18	Sanasa Development Bank Employees Thrift & Credit Co-operative societies Ltd.	24
19	Rajarata University Co-operative Society Ltd.	06
20	Port Shipping Services Co-operative Society Ltd.	07
21	Water Supply and Drainage Board Thrift & Credit Co-operative Societies Ltd.	09
22	Department of Inland Revenue Employees Co-operative Society Ltd.	02
23	'Samurdhi' Animators and Agricultural Research Assistants Co-operative Thrift & Credit Society Ltd.	05
24	State Engineering Corporation Thrift & Credit Co-operative Societies Ltd.	06
25	Public service Graduates SANASA Ltd.	11
26	Railway Track Workers and Department Employees Thrift & Credit Co-operative	01
27	Port Authority Employees Co-operative Bank Ltd.	18
28	Prisons Department Welfare Thrift & Credit Co-operative Society Ltd	34
29	Health Services Financial Thrift and Credit Co-operative Societies Ltd	23
30	Register General Department Thrift & Credit Co-operative Societies Ltd.	02
31	Sri Lanka Public Health Inspectors Thrift & Credit Co-operative Societies Ltd.	02
32	Sri Lanka Women Development Services Co-operative Societies Ltd.	42
33	People's Bank Employees Thrift & Credit Co-operative Societies Ltd.	10

34	Colombo General Hospital Thrift & Credit Co-operative Societies Ltd.	10
35	C.T.B Employees Thrift & Credit Co-operative Societies Ltd.	06
36	Public Service Thrift and Credit Co-operative Society Ltd.	37
37	The C.W.E. Employees Thrift & Credit Benefit Society Ltd.	09
38	Port Authority Employees Welfare, Thrift and Credit Co-operative Societies Ltd.	19
39	Surveyor Assistant's Thrift & Credit Co-operative Societies Ltd.	07
40	Estate Workers Housing Thrift & Credit Co-operative Societies Ltd.	02
41	Co-operative Department Staff Officers Thrift & Credit Co-operative Society Ltd.	07
42	All Island Small and Medium Scale Cereal Processors Development Co-operative Society Ltd.	01
43	Sri Lanka Steel works Co-operative Society	08
44	All Island Exercise Book Producers Co-operative Societies Ltd.	07
45	Sri Lanka Printers Co-operative Societies Ltd	14
46	All Island Ornamental Plants and Orchids Co-operative Societies Ltd.	12

Chapter - 03

- Physical resources and financial transactions during the year 2016
- Review of the general and special activities during the year

Reviewing the Activities During 2016

Several programs were scheduled to train the board of directors and the employees regarding, functions of the Commission and how to handle cases with the Commission accordingly Co-operative Establishment Code. 10 awareness programs were scheduled at the beginning of the year 2016 and 13 programs were conducted as at 31st of December 2016 regarding the privileges and the responsibilities of the employees.

Awareness Programs during the year 2016



Awareness Programs - 2016

Awareness programs conducted for the Co-operative employees and the staff members of the Co-operative Employees Commission.

	Name of the Institute	Programs	No of participants
01	Skill Development Fund	Training program for the Staff of the Commission. (Personal File Maintenance)	02
02	Educational Employees Thrift & Credit Co-operative Society Ltd.(Sabaragamuva Province)	Awareness program regarding Co-operative Establishment Code.	85
03	<ul style="list-style-type: none"> • All Island Ornamental Plants and Orchids Co-operative Societies Ltd. • C.T.B Employees Thrift & Credit Co-operative Societies Ltd. • Federation of Thrift and Credit Co-operative Societies Ltd. in Sri Lanka. • All Island Exercise Book Producers Co-operative Societies Ltd. • Sri Lanka Printers Co-operative Societies Ltd. • Sri Lanka National Youth Services Co-operative Societies Federation Ltd. • Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd. • Colombo General Hospital Thrift & Credit Co-operative Societies Ltd. 	Awareness program regarding Co-operative Establishment Code.	20

04	Sri Lanka Marketing Co-operative Federation Ltd.	Awareness program regarding Co-operative Establishment Code.	30
05	Sri Lanka Marketing Co-operative Federation Ltd.	Awareness program regarding Co-operative Establishment Code.	40
06	Education Department Employees' Co-operative Thrift & Credit Society Ltd.	Awareness program regarding Co-operative Establishment Code.	90
07	Skill Development Fund	Induction Training for the Staff of the Commission. (Drivers)	03
08	Women's Development Services Co-operative Society of Sri Lanka Ltd.	Awareness program regarding Co-operative Establishment Code.	65
09	Skill Development Fund	Training program for the Staff of the Commission.	30
10	Employees of the Co-operative Societies.	Awareness program regarding Pension Scheme.	55
11	Peoples Bank Employees Thrift & Credit Co-operative Society Ltd.	Awareness program regarding Co-operative Establishment Code.	30
12	Employees of the Co-operative Societies.	Introducing and publishing the new Salary Circular no 2016/01.	150
13	Employees of the Co-operative Societies.	Awareness program regarding the new Salary Circular no 2016/01.	80

One of the vesting functions of the commission is to relieve the court on the legal matters of the co-operative employees and helps the officers of the Department of Attorney General about the cases, which the commission acts as the respondent. As at the 31st of December 2016, Commission has appeared for 16 cases.

Case No	Petitioner	Respondents	Position as at 31.12.2016
3267,3275,3276 3277,3278,3279 3280,3281,3284	A Group of employees dismissed by Coconut Producers Co-op Society of Kammalpattu	Coconut Producers Co-op Society of Kammalpattu	These cases are examined in Marawila M.C,
3265,3266,3269 3270,3271,3273 3274	A Group of employees dismissed by Coconut Producers Co-op Society of Kammalpattu	Coconut Producers Co-op Society of Kammalpattu (The Commission has called for the witnesses)	Judgment has given by empowering the commission decision. But the society has made an appeal oppose to that decision.

Recruitment for positions during 2016

	Name of the Co-operative Society	Position	No. of recruitments
01	Sri Lanka Health Officers Development Co-operative Society Ltd.	Sanitary laborer	01
02	Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd.	General Manager	01
03	Peoples Bank Employees Thrift & Credit Co-operative Societies Ltd.	Sales Manager	01
04	Educational Employees Thrift & Credit Co-operative Societies Ltd.	Assistant Manager	01
05	State Engineering Corporation Thrift & credit Co-operative Societies Ltd.	Management Assistant	01
06	Posts and Telecommunication Department Employees Thrift & Credit Co-operative Society Ltd.	Management Assistant	01
07	Sri Lanka Health Officers Development Co-operative Society Ltd.	Management Assistant	02
08	C.T.B Employees Thrift & Credit Co-operative Societies Ltd.	Management Assistant	02
09	Sri Lanka Health Officers Development Co-operative Society Ltd.	Assistant Internal Auditor	01
10	C.T.B Employees Thrift & Credit Co-operative Societies Ltd.	Accountant	01
11	Port Authority Employees Welfare, Thrift and Credit Co-operative Societies Ltd.	Accountant	01
12	Port Authority Employees Welfare, Thrift and Credit Co-operative Societies Ltd.	Management Assistant	01
13	Sri Lanka Printers Co-operative Societies Ltd	Accountant	
14	Sri Lanka Marketing Co-operative Federation Ltd.	Management Assistant Sales Helpers Laborer	01 04 05
15	Peoples Bank Employees Thrift & Credit Co-operative Societies Ltd.	General Manager	01

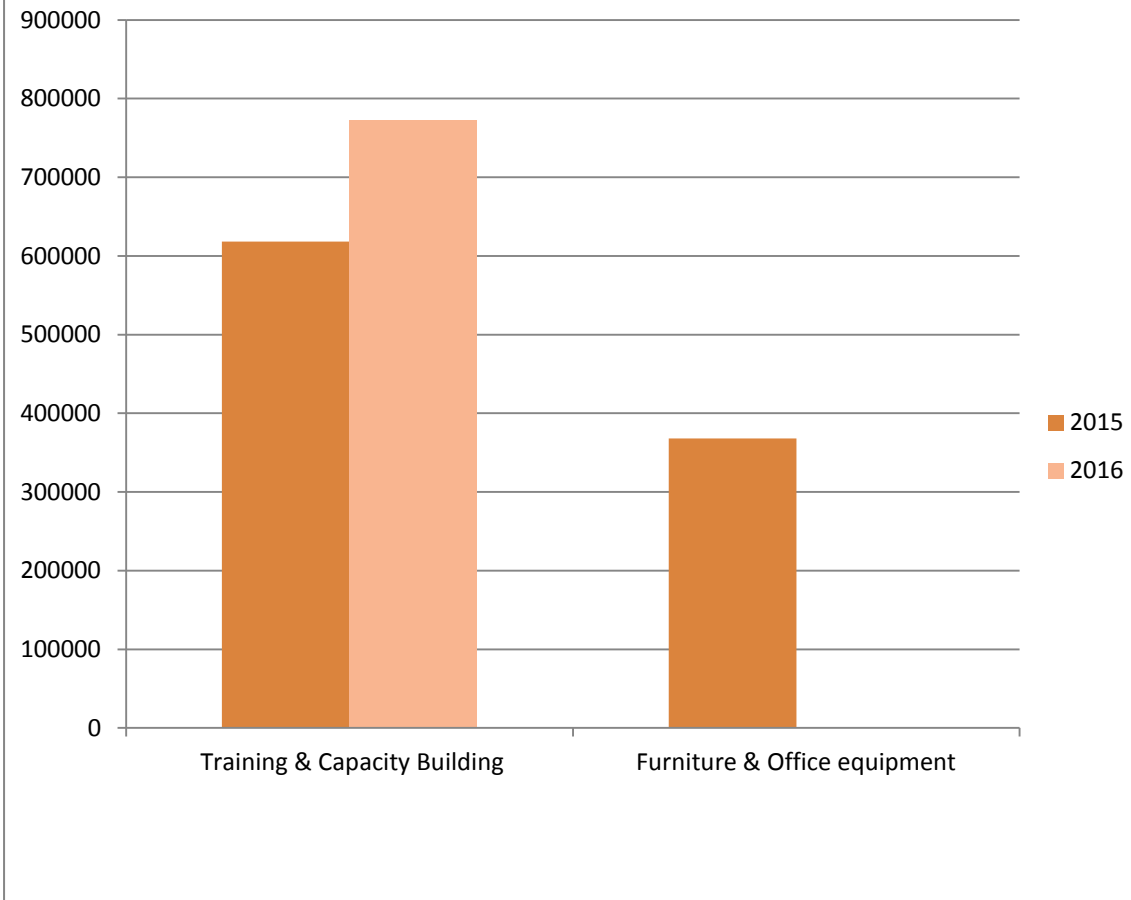
In addition to the above mention activities special programs conducted by the Commission in the Year 2016

Amended the salary circular 2007/05 activated from the year 2008 according to the need and the time. The new amended salary circular for the National Level Co-operative Unions and All Island Primary Level Co-operative Societies which was named as the “Approved Positions, Salary Schemes and Qualification for the National Level Co-operative Unions and All Island Primary Level Co-operative Societies” was introduced at the 20th December 2016.

Estimated amount and the expenditure of the activities during 2016

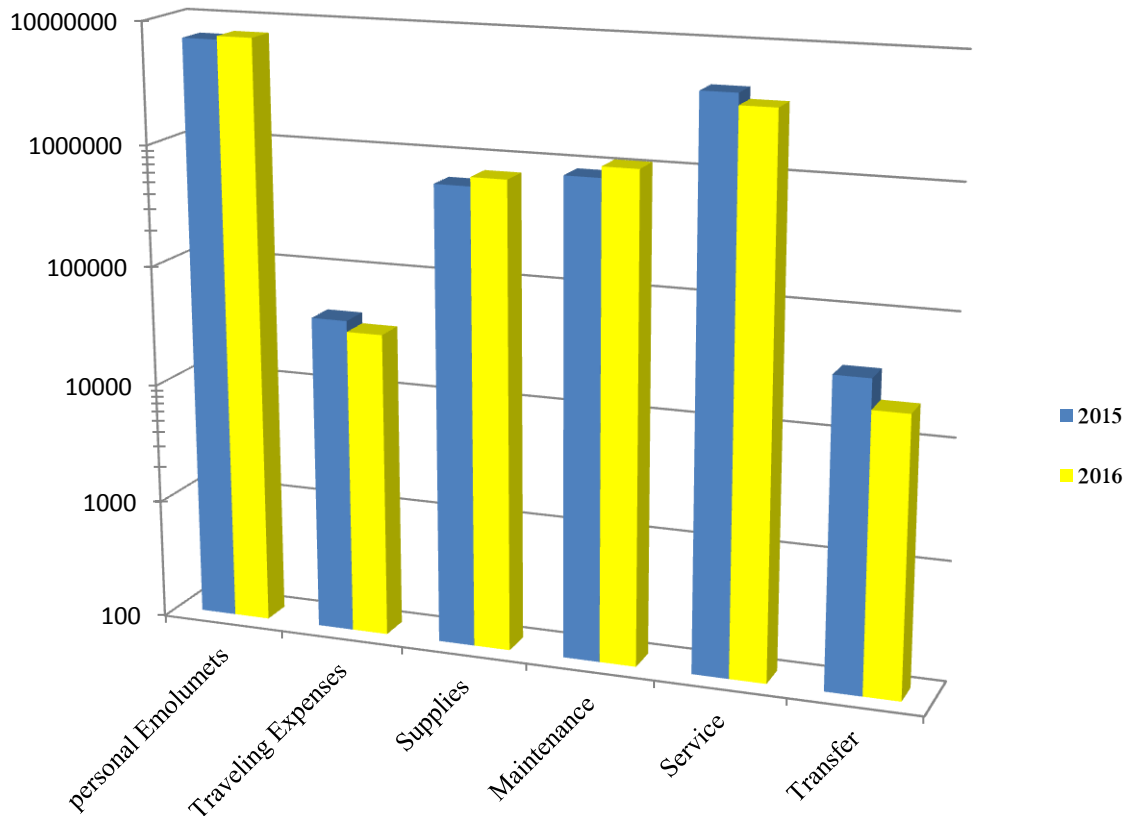
	Activity	Allocation (Rs.)	Expenditure as at 31.12.2016(Rs.)	Balance (Rs.)
01	Conducting training and awareness programs for the Co-operative employees and the staff of the commission	850,000.00	771,900.00	78,100.00

Summary of Capital Expenditure 2016 compare with 2015



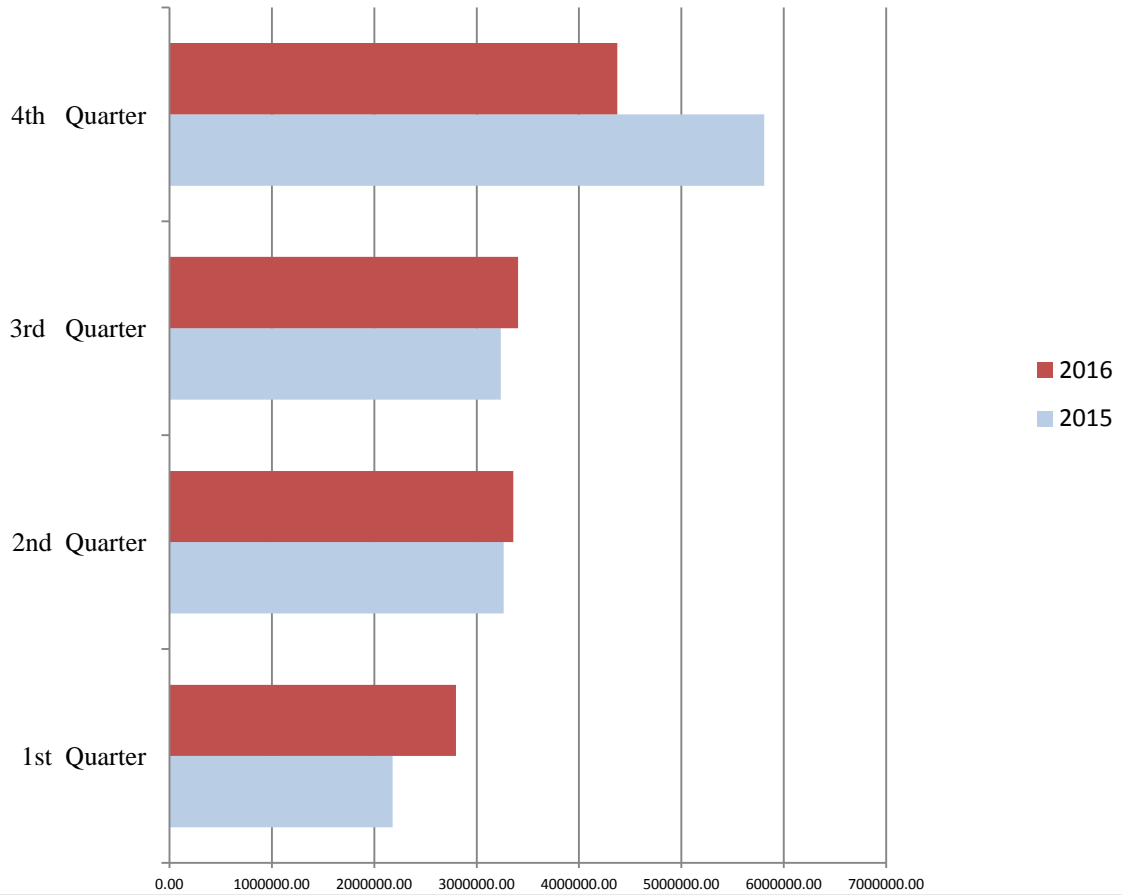
	2015	2016
Training and Capacity Building	618,385.05	771,900.00
Furniture and Office Equipments	367,998.00	-

Summary of Recurrent Expenditure 2016 compare with 2015



	2015	2016
Personal Emoluments	7,041,525.78	7,531,514.29
Travelling Expenses	42,935.50	34,902.50
Supplies	640,660.41	761,028.42
Maintenance	884,019.11	1,088,327.27
Service	4,627,038.07	3,725,681.54
Transfer	36,345.24	20,537.20

Total expenditure in 2016 compare with 2015



	2015	2016
1st Quarter	2,180,644.63	2,797,245.11
2nd Quarter	3,264,344.89	3,357,591.74
3rd Quarter	3,235,106.17	3,403,966.36
4th Quarter	5,809,554.23	4,375,088.01

Special Activities scheduled during 2017

Below mention special activities are planned to carry out by the Co-operative Employees Commission in 2017

	Name of the Project	Duration	Estimated Amount (Rs.)	Source of Fund	Object
01	Awareness Programs regarding the Co-operative Establishment Code	January to December 2017	750,000.00	Budget provision	Increase the public awareness regarding the Co-operative movement and duties of the Co-operative Employees Commission
02	Co-operative Employees Commission Staff Training Programs	January to December 2017	150,000.00	Budget provision	Increase the efficiency of the Co-operative Employees Commission staff