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தேசிய சகவாழ்வு, கலந்துரையாடல் மற்றும் அரசகரும மொழிகள் அமைச்சு
Ministry of National Co-existence, Dialogue and Official Languages

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வருடாந்த செயலாற்றுகை அறிக்கை
Annual Performance Report

2017

Annual Performance Report 2017

**Ministry of National Co-existence, Dialogue
and Official Languages**

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01. Introduction

01.Introduction

The Ministry of National Co-existence, Dialogue and Official Languages was established by extraordinary gazette no. 1945/40 on 2015.12.18

The Hon.Mr. Mano Ganesan is the Minister to the Ministry of National Co-existence, Dialogue and Official Languages and Mr.M.Y.S. Deshapriya is the Secretary. The Ministry is situated at No.40, Buthgamuwa Road, Rajagiriya.

Vision

A Sri Lankan nation stronger through diversity , enjoying revival of coexistence and fostering the cultural identity of all communities.

Mission

Policy formulation, promoting dialogues , guidance , facilitation and implementing relevant programmes to create a developed society which ensure rights of all communities and observes mutual respect, cooperation and coexistence.

Objectives of the Ministry

- To empower Government institutions for the implementation of Official Languages Policy.
- To Develop human resources for Bilingualization of public services.
- To provide leadership and facilities for the National Coexistence drive .
- To Coordinate public and private sector organizations for National Coexistence and implementation of Official Languages Policy.

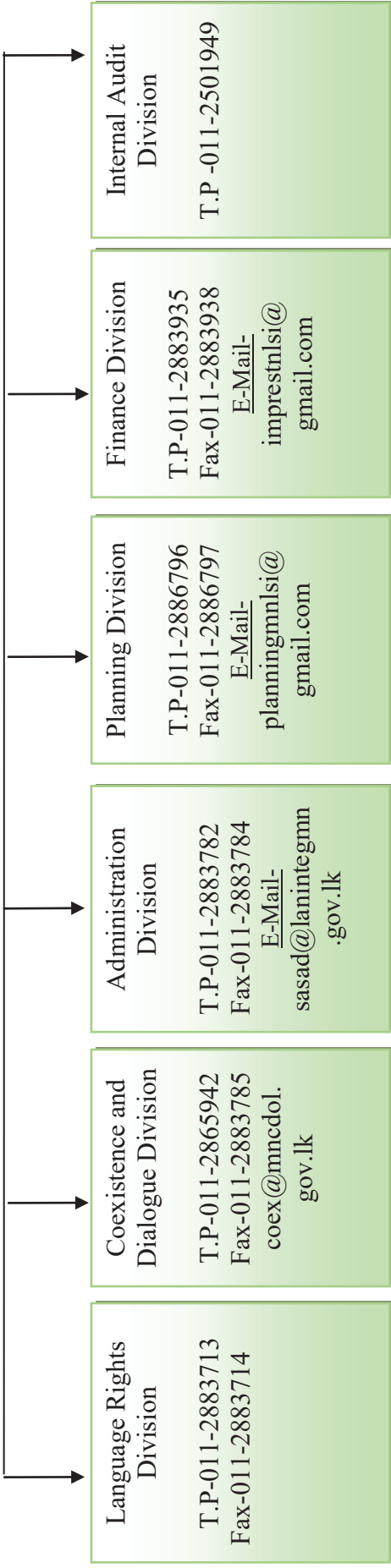
Duties and functions of the Ministry

- Formulation of Policies, Programmes and Projects, monitoring and evaluation in regard to the subject of national dialogue.
- Implementation of Official languages policy and related matters.
- Introduction and implementation of national dialogue programmes to establish solidarity and co-existence between communities.
- Provision of necessary facilities for use of national dialogues and link language to enable people to gain a mutual understanding of their culture, social and religious backgrounds.

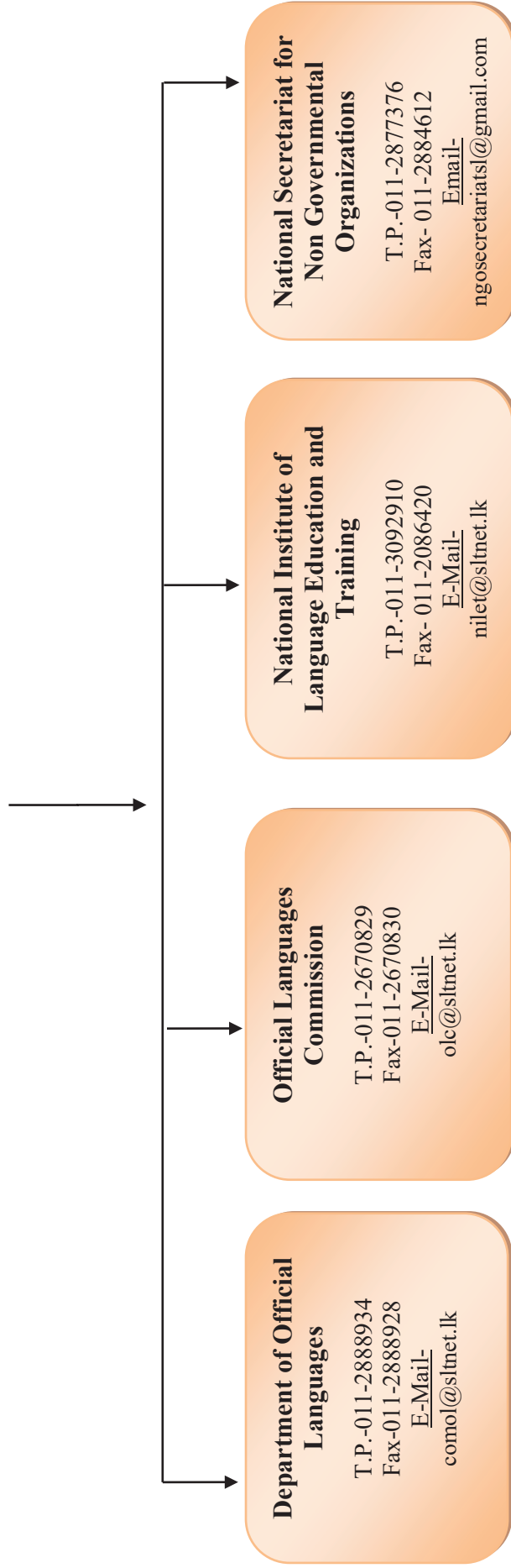
02.The Institutional Structure of the Ministry of National Co-existence, Dialogue and Official Languages

DIVISIONS UNDER THE MINISTRY OF NATIONAL CO-EXISTENCE, DIALOGUE AND OFFICIAL LANGUAGES

Ministry of National Co-existence,
Dialogue and Official Languages
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**INSTITUTIONS UNDER THE MINISTRY OF NATIONAL CO-EXISTENCE, DIALOGUE
AND OFFICIAL LANGUAGES**



03.Divisions of Ministry of National Co-existence, Dialogue and Official Languages and Divisions' Performance

3.1 Language Rights Division

Introduction

The Ministry of National Coexistence, Dialogue and Official Languages was established with a view to creating an environment that ensures equal opportunities for every citizen and establishment of national unity through effective implementation of the Official Languages Policy and promotion of the national coexistence.

In order to achieve the above objectives, the Language Rights Division carries out the activities such as formulation of various policy plans, coordination of programmes, providing services, facilitation and follow-up activities, aiming at the effective implementation of the Official Languages Policy and the establishment of coexistence.

Objectives of the Language Rights Division

- Planning and formulation of policies relevant to implementation of the Official Languages Policy
- Creating the necessary environment for bilingualisation of the public service
- Empowerment of a state mechanism for implementation of the Official Languages Policy
- Establishing a positive mindset among the public on popularizing and promotion of languages

Functions of the Language Rights Division

- Facilitating the language plans preparation process of the public institutions.
- Conducting awareness programmes for public officers on implementation of the Official Languages Policy.
- Carrying out the following activities in relation to implementation of the Official Languages Policy in public institutions :
 - Reinforcing the process of creating an ambience of implementation of the Official Languages Policy
 - Assisting in administration and development of documentation related to the Official Languages Policy
 - Prompting an enhanced provision of equal service opportunities for the people through public institutions
 - Reinforcing the mechanism for assisting the institutions
- Developing the Language Call Center hotline service that assists with language issues.
- Reinforcing and expanding the Model Sites in relation to implementation of the Official Languages Policy .
- Maintaining coordination with foreign projects involved in implementation of the Official Languages Policy

3.1.1 Upgrading the 1956 Call Center

Language Call center of the Ministry of National Coexistence, Dialog and Official Languages has been established with the intention of receiving complaints regarding the violation of the Official Languages Policy and establishing a proper language policy in the country. Facilities have been arranged for the public to contact the language call center on the hotline 1956 and three officers have been attached to the center to provide service in Sinhala, Tamil and English languages.

The Call Center is open from 8.00 am to 4.15 pm on public working days and solutions are provided instantly to all issues directed through the hotline or such issues are referred to the relevant institutions to deal with them. All complaints pertaining to violation of the Official Languages Policy will be referred to the Official Language Commission.

In order to further enhance such services of the Call Center, officials of the Ministry of Telecommunication and Digital Infrastructures and Sri Lanka and Communication Technology Agency (SLICTA) were consulted. Accordingly, the service of the Rodesha International (Pvt) Ltd. was obtained to carry out improvement work of the Call Center. Around 75% of the work had been completed by the end of 2017 and the balance work is in progress. Thus steps have been taken to empower the call center with state-of-the-art facilities to ensure proper implementation of the official language policy.

3.1.2 Installation of name boards



Visibility and ambience of implementation of the Official Languages Policy is a key feature among the 04 criteria for evaluating effective implementation of the Official Languages policy. Accordingly, it is essential to install all necessary signboards ranging from the main sign board of the institution, direction boards, division sign boards to officer's name boards. Trilingual sign boards are of high importance in maintaining an office environment that ensures the convenience

for service-seeking citizens at a public institution to reach the desired place, without inquiring any officer there.

This arrangement helps the service seekers to direct themselves to the intended place without waste of their time and to create a service seeker-friendly environment at the public institutions and also to provide them with a satisfactory service.

In consideration of this fact, the Ministry provided funds in 2017 to install sign boards at public institutions. Thus, funds have been provided to 3 district secretariats, 35 divisional secretariats, 109 police stations, Civil Defense Force Headquarters and Civil Defense Training Schools , 09 Schools and a Hospital for establishment of trilingual name boards.

3.1.3 Establishment of bilingual relief Counters at identified public institutions of priority

Establishment of Bilingual Relief Counters has been carried out since 2012 with a view to facilitating the people to satisfy their service needs in the language of their preference. This Ministry has set up Bilingual Relief Counters in all 72 Divisional Secretariats of the bilingual Divisional Secretariat Divisions so far established. Bilingual Relief Counters have also been established at 21 district secretariats too. The Field Officers serving under this Ministry have been directed to these Divisional Secretariats so as to render a more effective service for the public.

Bilingual Relief Counters have been set up at in Kurunegala, Monaragala and Kegalle Divisional Secretariats as well. At the requests made to the Ministry, Bilingual relief Counters were established in Kundasale and Kobeigane Divisional Secretariats, and provisions were released to Harispaththuwa, Thanamalwila and Wellawaya Divisional Secretariats in 2017 to establish the Bilingual Relief Counters.

In 2017, provisions have been granted for the establishment of Bilingual relief Counters at the Sri Lanka Bureau of Foreign Employment and the Department of Labour.

3.1.4 Programme for conducting islandwide workshops on implementation of the Official Languages Policy and language auditing

A Memorandum of Understanding (MoU) between the Ministry and the Center for Policy Alternatives was signed on 09.03.2017 to conduct a survey on the implementation of the Official Languages Policy at the ministerial level.

According to the Memorandum of Understanding, the survey on the implementation of the Official Languages Policy in 49 Ministries has been carried out and as of now the reports pertaining to each Ministry and the summary survey reports has been handed over to the respective Ministries.



As the next step, the ministerial level language facilitation program was commenced and 09 language plan technical workshops have been conducted in respect of 16 ministries. The technical assistance for the implementation of Language Plan facilitation Programs was provided by the members of the Language Plan Technical Committee of the ministry.

3.1.5 Training of Language Technical Officers on the preparation of language plans of public institutions. Western Province - Police stations 101



The Language Policy Planning Program has been identified as a program implemented under the strategic approach related to the effective and efficient implementation of the Official Language Policy. It has been identified as a priority requirement to involve the Police Department as well, which carries out the task of maintaining law and order in the country, in the

process of
Two
subject.
16 August
the Public
Road,
Two
programmes.



preparing institutional language plans. training workshops were held on above The first program was held on 14,15 and 2017 and the second program was held at Service Retirement Resort at Waragoda Kelaniya on 28, 29 and 30 August 2017. groups each of 30 officers attended these

3.1.6 Language Plan Preparation Program for Provincial Councils and Local Government Departments.



According to the action plan of 2017 it was decided to conduct separate language plan facilitation programs for provincial councils and local government departments. Conducting initial awareness programs has been completed in all 09 provincial councils and 07 local government departments.

Such awareness programs are due to be held for the local government departments of the Northern and the Eastern provinces.

It had been planned to conduct 3 language plan preparation technical workshops for the Sabaragamuwa Provincial council, and so far one programme has been conducted.





All three of the above programs planned for the North Western Provincial Council have been completed.

Language plans are now being received from the institutions that attended the so far conducted training programmes

3.1.7 Programme for preparation of trilingual translation of the forms used in public institutions.



This can be identified as successful imitative of the Ministry towards providing equal service opportunities to the public.

Under this programme, non- trilingual forms used by public institutions are brought to the Ministry and returned with their trilingual translations. Requests for such translations were received from 34 divisional secretariats,

Pradeshiya Sabhas, local government bodies, and other institutions such as Bilingual Divisional Secretariats, hospitals, police stations, MOH Offices etc.

A translation pool comprising 17 translators was set up by involving the official translators of the Department of Official Languages, the translators registered with Bashawa.lk website and the translators trained under the National Institute for Language Education and Training (NILET).

Translation of forms was officially handed over to these translators on 14.08.2017.

As of now, 673 forms thus translated have been handed over to the Ministry.



A progress review meeting with these translators was held on 21.09.2017 and translation issues were discussed at this meeting. A translation supervision committee comprised of Prof. Prof. S. Chandrasekaran as the Chairman, Mr. T. Manoharan, Mr. M.K. Muhais and Mrs. Niluka Subramaniam has been appointed to monitor the translation activities. Further,

it has been decided to carry out printing of the said forms through the procurement committee, once the translation process is completed. Thus printed forms will be distributed to divisional

offices, provincial councils, Pradeshiya Sabhas, and other institutions such as hospitas, police stations, and other offices.

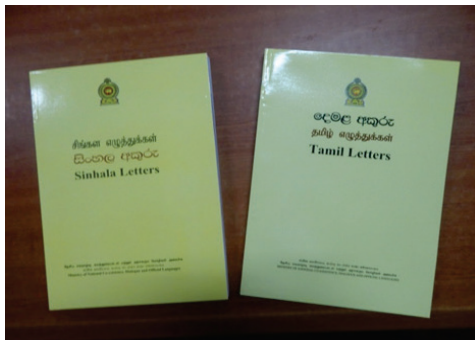
3.1.8 Special Projects related to the Official Language Policy and Coexistence.



Under these special projects, funds are provided for implementation of the constructive projects related to promotion of the Official Languages Policy and coexistence, submitted by the institutions coming under the mandate of the Ministry, established in various areas. Accordingly, trilingual books were provided to the libraries set up in schools, Privenas and Sunday schools.

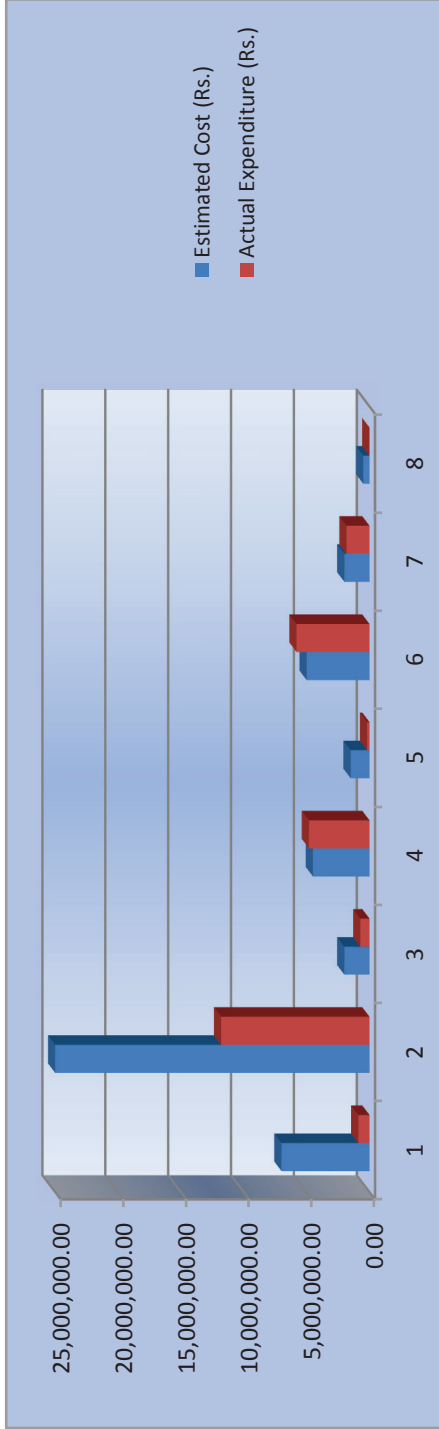
One of the particularly noted project is provision of Rs.3, 500,000/- to construct the “Saiver Mangaiyar Khaham” (Hindu Ladies) fly-over bridge at Wellawaththa.

3.1.9 Printing the Sinhala Tamil letter book



Under this program, 500 Sinhala copies and 5000 Tamil copies of the Sinhala Tamil letter books were printed with a view to improve the other official language proficiency required to be acquired by the Public Officers.

**Performance as per the Action Plan
Financial Progress of the Language Rights Division**



S/N	Description	Estimated cost (Rs.)	Actual Expenditure (Rs.)	Percentage
01	Upgrading the 1956 Language Call Center	7,000,000.00	886,000.00	12.6%
02	Installing sign boards	25,000,000.00	11,800,000.00	47.2%
03	Establishing bilingual relief Counters at identified public institutions of priority	2,000,000.00	732,000.00	36.6%
04	Conducting Islandwide workshops on implementation of the Official Languages Policy and Language auditing	4,500,000.00	4,814,000.00	106.9%
05	Programme for preparation of trilingual translation of the forms used in public institutions	1,500,000.00	192,000.00	12.8%
06	Special Projects related to the Official Language Policy and Coexistence	5,000,000.00	5,805,000.00	116.1%
07	Printing the Sinhala-Tamil Letter Book	2,000,000.00	1,829,000.00	91.4%
08	Facilitating planning and implementation of activities related to foreign-funded projects	500,000.00	15,000.00	3.0%
	Total	47,500,000.00	26,073,000.00	54.8%

3.2 Coexistence, Dialogue Division

Introduction

The Coexistence, Dialogues Division is engaged in introduction and implementation of programmes to establish solidarity and co-existence between communities and provision of necessary facilities to enable people to gain a mutual understanding of their cultural, social and religious backgrounds.

Thus, heritages and identities of all communities living in the Sri Lankan society are protected, building mutual confidence and respect between them.

objective

"Promote dialogue through coexistence programmes "

Activities

- In line with the Annual Action Plan, implementing activities relevant to promotion of national coexistence,
- Identifying and implementing programmes suitable for establishment of cooperation and coexistence between the ethnic communities.
- Implementation of coexistence promotion programmes through empowerment of the marginalized groups in society.
- Identifying coexistence related issues prevailing in relevant districts and divisional secretariats through National Integration Promotion Assistants and implementing suitable programmes to address such issues.
- Holding dialogue programmes at different levels with the stakeholders related to promotion of coexistence.
- Conducting programmes to protect identity and heritage of different communities.
- Providing necessary instructions and guidance on coexistence to National Integration Promotion Assistants and National Integration Coordinators

3.2.1. Mobile services for providing legal documents.

The objective of this programme is to deliver many public services at a single place and to provide the people with essential legal documents which are necessary for them to lead their life as citizens of the country, and thereby to establish mutual confidence between all Sri Lankans without discrimination on the grounds of ethnicity and to ensure equal opportunities for the marginalised groups in society.

The public institutions and the officers such as Registrar General Department, Human Rights Commission, Official Languages Commission, Department of Pensions, Department of Registration of Persons, Sri Lanka Police, Divisional Secretariat, Department of Employee's Provident Funds, Central Bank, Legal Aid Commission, Sri Lanka Social Security Board, National Housing Development Authority and Justices of the Peace participated in the programme.

In the programme, all facilities are arranged for the people to receive services of these institutions free of charge without any disturbance. For examples, the stamps and the photographs required for obtaining the national identity card are provided free of charge, and no fee is charged for issuing birth, marriage or death certificates and for registration of new marriages.

Through this service, people can obtain the essential documents without having to spend extra time and labour and they get the opportunity for socialisation with gaining possession of the national identity card which is the basic document to prove one's identity as a citizen.

The services provided are as follows.

- Issuing National Identity cards
- Issuing Birth Certificates, registration of births not registered in time, Issuing Birth, Death and Marriage certificates.
- Registration of new marriages
- Free of charge marriage registration for living together-unmarried couples.
- Issuing of police certificates for misplaced identity cards. Police reports are issued free for the misplaced national identity cards.
- Issuing Passports
- Issuing Justice of Peace certificates.- Affidavits related to National Identity cards, Birth, Death and Marriage certificates.
- Issuing Elders' Identity Cards
 - Elders' Identity cards were issued free to Senior citizens by providing the photographs required for the identity card free of charge.
- Translation facilities were offered for having translations (Sinhala/tamil/English) of the legal documents such as Birth/Death/Marriage certificates.
- Opportunity to submit employee's provident fund related problems
- Solving water supply facilities related issues
- Providing legal aid.
- Solving electricity supply facilities related issues
- Solving issues related to the services of the Department of Motor Traffic.
- Providing services of the valuation section of urban councils.

In 2017, around 11,083 persons have been served through Mobile services for providing legal documents. People of Colombo, Kalutara, Jaffna, Batticaloa, Vavuniya, Badulla, Ratnapura and Kandy districts thus received services under the programme. The people belonging to the respective DS divisions well benefited from these services and their empowerment will lead to promotion of coexistence.



3.2.2. Promotion of Coexistence through media Radio Programme -

Utilizing media programmes is a timely requirement to publicize the objectives of the Ministry of National Coexistence, Dialogue and Official Languages : promotion of coexistence and implementation of the official languages policy. Among the media programmes, the radio programmes are of particular importance to raise public awareness about the objectives and the subjects coming under the Ministry and the duties and functions of the affiliated institutions of the Ministry. Therefore, in collaboration with the Sri Lanka Broadcasting Corporation, the Subharathi programme was broadcast on the Swadesheeya service and the Vidium Velai programme on the Tamil Swadesheeya service on every Monday (except Poya days) from 7.00 a.m to 8.a.m. With a view to raise public awareness about the Ministry, the messages of the Ministry were broadcast through the pre-news announcements that precede every main news broadcast on 10 radio channels of the Sri Lanka Broadcasting Corporation.

In 2017, 103 of such programmes were broadcast and 03 live radio programmes were broadcast live from Mahiyangana, FM Girandurukotte and from the District Secretariats of Ampara, Killinochchi, Batticaloa, Vavuniya, Badulla, Kandy, Ratnapura and Matara



Programmes such as Sticker programme for promotion of coexistence, screening the message of coexistence at cinemas, documentaries and telecasting of TV commercials are carried out for promotion of coexistence through media.

Under the sticker programme, an islandwide programme has been launched to promote the message of “ Sri Lankan – Our Identity, Diversity- Our Strength” among people. This programme was implemented in Colombo, Ratmapura, Ampara, Kegalle, Puttalam, Badulla, and Kandy towns and at the Colombo Fort railway station and the central bus stand.



Cinema is a promising and fast way of conveying messages to the people. The message of coexistence also can be screened at cinemas islandwide for the purpose of promoting coexistence among people.

Our Ministry has prepared a still picture highlighting the message of coexistence and it will be screened at the cinemas islandwide.

3.2.3. Programme for promotion of coexistence through implementation of programmes for empowerment of the marginalized groups.

Fulfillment of the basic needs of the people of the country is a prerequisite for building up a society of coexistence. The whole society is affected by non-fulfillment of the basic needs of the people, which will in turn be an obstacle to the sustainable development of the country. The people of our country have been socially marginalized due to inequality of distribution of material and human resources and due to economic difficulties. Such groups as elders, men, women and children could be marginalized based on the factors such as education, employment, social background, gender and economic status.

Therefore, the Ministry is carrying out a programme for providing educational equipment to the children without parents, children with single parent/guardian and to the needy urban children.

Through provision of facilities for the education of the marginalised children of the country, they are encouraged towards education and with their knowledge, attitudes and skills being fostered, the socialisation of such children is ensured. In 2017, 2330 of school students and pre-school children such facilities have been provided. Further, funds were also provided for developing the infrastructure facilities of the marginalised ethnic groups of our country.



3.2.4. Launching the People of Sri Lanka book.

Under the guidance of Hon. Minister, Mano Ganesan, the Ministry of National Coexistence, Dialogue and Official Languages printed a book on 19 ethnic groups living in Sri Lanka. The book was ceremoniously launched on 18.07.2017 at the Bandaranayake Memorial International Conference Hall under the patronage of His Excellency the President, and with the participation of Hon. Prime Minister and Hon. Speaker.

This launching ceremony was attended by Ministers, Leader of the Opposition, foreign delegates, officials of the United Nations Development Programme and the ethnic groups living in Sri Lanka.



3.2.5. Conducting dialogue programmes with various stakeholders for promotion of coexistence

Conducting dialogue programmes at grass root level for promotion of coexistence.



It is a duty of this Ministry to introduce dialogue programmes towards establishment of harmony and coexistence between ethnic communities. In this regard it is essential to attract the contribution of all communities from the grassroots level. Especially, the opinion held by the grass root level people should be promoted. In 2017 under this programme, 14 various cultural, religious, musical programmes were held among school children and ethnic communities.

3.2.6. Registration of Coexistence Societies and Coexistence Society projects

It is the duty of the ministry to create the suitable environment for creating a Sri Lankan Nation through bringing about coexistence between all communities of the country in line with the current requirements of the country and the official languages policy. The Coexistence Societies helps fulfill this need. Those societies have been set up based on various objectives and functions. It encompasses the subjects such as national coexistence, culture, arts, language, various festivals, sports, various projects and empowerment of the marginalized groups.

Coexistence Societies can be set up with the membership of ordinary people interested in promotion of coexistence and learning of languages. Basic Coexistence Societies are established within divisional secretariats.

With the membership of the chairmen and secretaries of the divisional societies, the District Coexistence Societies are set up. Advisor to the District Coexistence Society should be the relevant District Secretary .

The National Coexistence convention set up through incorporation of all coexistence societies should be coordinated by the Ministry of National Coexistence , Dialogue and Official Languages.

Thus set up coexistence societies in collaboration with village level government and private institutions implements suitable projects.

Promotion of livelihood for small scale entrepreneurs, provisions of social welfare facilities for socialization of marginalized people and communities, promotion of Sinhala, Tamil and English languages, public awareness programmes for elimination of the arms culture in society, projects for enhancement of and provision of infrastructure facilities for the fields of education, culture, religion and sports sectors are carried out by the Coexistence Societies at divisional level for the benefit the people. In 2017, 82 of such programmes were implemented island wide .

3.2.7. Coexistence Society Annual Convention –2017

There are many essential prerequisite to be achieved for establishment of coexistence in Sri Lanka. Necessary activities should be carried out adopting a proper plan for strengthening people for elimination of poverty, freeing of people from marginalization and strengthening of the persons with special needs. All steps should be taken towards achieving a society enriched with coexistence, making use of this achievement towards development in the economic, social, religious, environmental, political and educational sectors. Therefore, the forward march of the country should be ensured by pursuing the Millennium Development Goals through empowerment of all people who are at the grassroots level and above.

This Ministry with a view to achieving this objective, has taken steps to set up Coexistence Societies islandwide at grassroots level.

Thus established coexistence societies will contribute towards empowering the members of those societies by providing them with social, economic, religious, environmental and educational facilities, thereby creating a society where all people live in peaceful coexistence,

respecting each other, bringing no tears to others, and being joyous at heart and all smiles. In commendation of these Coexistence Societies, in 2017 the best coexistence societies were selected at divisional secretariat levels and awarded prizes and certificates.



3.2.8.Mobile Phone Short Films (MO FILMS) Competition
Establishment of the Sri Lankan Identity through the third eye.

The Ministry of National Coexistence, Dialogues and Official Languages conducted a short film competition islandwide with the aim of promotion of national coexistence and the official languages policy in a creative manner utilizing the arts.

The competition was conducted on the theme of the of “ Sri Lankan – Our Identity, Diversity-Our Strength” under categories of Sinhala short films, Tamil short films, English short film and bilingual (Sinhala- Tamil) short films. 80 contestants had submitted creations that depict the above theme in a creative manner and the winning entries were selected by an expert panel of judges.

The winning films were screened at the film festival and they were widely acclaimed and it paved the way for prompting the importance of national coexistence and implementation of the official languages policy. .

Awards ceremony of this competition was held with colors at the “Tharanganee” Cinema Hall of the National Film Corporation on 27.10.2017 under the patronage of Hon. Eran Wickramaratne, the State Minister of Finance at the invitation of Hon. Mano Ganesan, Minister of National Coexistence, Dialogues and Official Languages.

The event was attended by around 500 participants including public representatives, intellectuals, artists, contestants, school students and public officials.



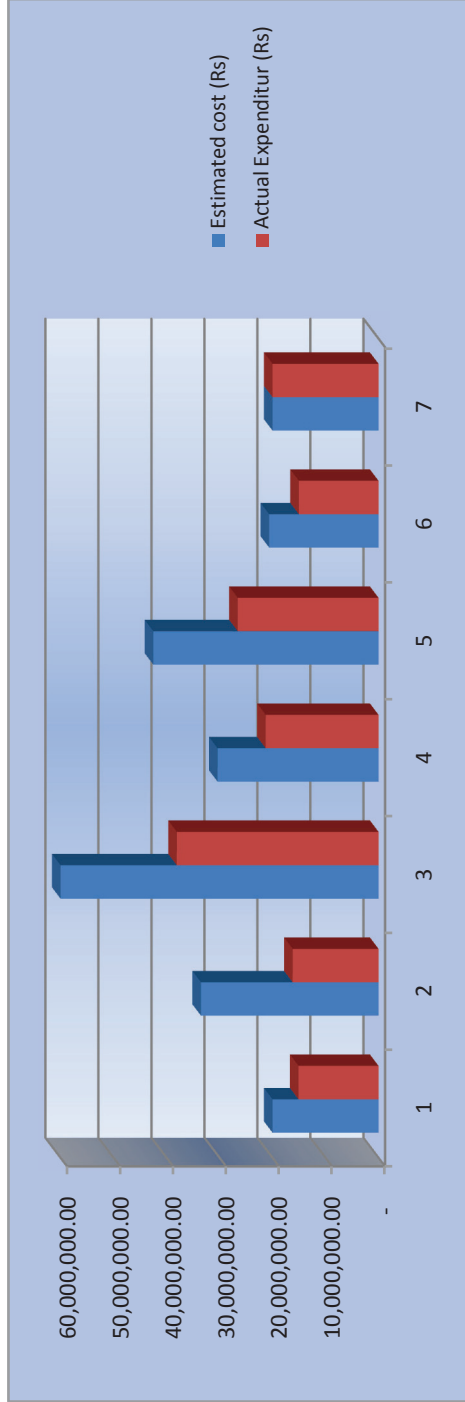
3.2.9. Religious Coexistence Convention– 2017

It is essential to obtain the contribution of all religious leader to promoting National coexistence in the country. the objective of this convention was to establish coexistence between all religious leaders and receive their mediation with resolving regional conflicts.

This convention was held on 12.12.2017 at the Bandaranayake Memorial International Conference Hall under the patronage of His Excellency the President and with the participation of all religious leaders. Around 900 participants including Ministers, MPs, leaders of foreign countries and members of civil society organizations attended this convention.



**Performance as per the Action Plan
Financial Progress of the Coexistence Division**



S /n	Description	Estimated cost (Rs)	Actual Expenditure (Rs)	Percentage
01	Mobile coexistence programmes	20,000,000.00	15,090,000.00	75.45%
02	Use media for National Coexistence	33,500,000.00	16,200,000.00	48.36%
03	Advertising programmes to promote co-existence	60,000,000.00	38,060,000.00	63.43%
04	Empowerment of the marginalized	30,370,000.00	21,290,000.00	70.1%
05	Registration of Coexistence Societies and Coexistence projects	42,500,000.00	26,560,000.00	62.49%
06	Conversational programmes for Coexistence	20,630,000.00	15,030,000.00	72.86%
07	Renovation of the Killinochchi Provincial center	20,000,000.00	20,000,000.00	100%
	Total	227,000,000.00	167,320,000.00	67.74%

3.3 Administration Division

Introduction

Main objective of administrative branch is to maintaining effective institutional administrative environment, managing the human and physical resources, fulfilling career needs of staffs, and assisting in providing services by the ministry.

Main functions of the Administrative Branch

- Internal administration of the ministry
- Get carder approvals
- Preparing Scheme of Recruitment
- Appointment ,transfer and promotion related activities
- Maintain personal files
- Disciplinary activities
- Conduct trainings
- Maintain physical resources including building and vehicle
- Coordinating parliament advisory committee
- Preparing cabinet papers

Training received for the Ministry staff in 2017

s/n	Name of Programme	Name of the Institution	Grants (Rs.)
1	Tamil	University of Kelaniya	40,000.00
2	Computer Typing (Tamil)	Ceylon Printing Cooperation	13,500.00
3	Auditing	PRAG Institute	12,000.00
4	K.K.S Training	Sarasa Hotel- Kelaniya	65,000.00
5	Computer Typing	Ceylon Printing Cooperation	13,500.00
6	Tamil	University of Kelaniya	45,000.00
7	English Language Certificate programme	SLIDA	25,000.00
8	MS-Excel	Wistend learning center	30,600.00
9	Tamil	University of Kelaniya	45,000.00
10	Procurement	External Resources Department	250,000.00
11	KOIKA	MILODA Achadamy	200,000.00
12	Preparation of Project proposals	SLFI	228,000.00

3.4 Planning Division

Introduction

The Planning Division is a one of the main divisions of the Ministry of National Coexistence, Dialogue and Official Languages.

The Division assists in identifying suitable projects/programmes that should be implemented by the Ministry and its affiliated institutions, and evaluates the progress of such programmes. Accordingly, reviewing of progress against the Action Plan is carried out on a monthly and quarterly basis and the instances of deviation from the expected targets are reported to the upper management.

The main functions of the Planning Division

- Coordinate with various divisions of the Ministry and the institutions under the Ministry to prepare the Annual Action Plan and the Annual Performance Report of the Ministry.
- Coordinating the implementation of the activities in relation to the pilot projects identified by the Ministry
- Preparation of the Monthly, Quarterly and Annual Progress reports and submitting them to the Presidential Secretariat, Department of National Budget, Department of Project Management and Monitoring, Department of National Planning and any other interested parties, through the Secretary to the Ministry.
- Preparation of the Progress Report and Action Plan and submit them to Parliament during the budget discussions.
- Maintaining, updating and developing the database of the Ministry.
- Preparation of the Annual Performance Report and submitting it to Parliament, the Ministry of Finance and the Auditor General's Department.

Progress for 2017

Programme	Estimated cost (Rs.Mn) 2017	Physical	Financial
Progress Review Activity 1 -Progress Review meeting of the Ministry and Institutions. Activity2 -Provincial/District Level Progress review meetings	0.2 0.6	2 meetings 2 meetings	0.41 0.25
Evaluation and Feedback Activity 1: Evaluate the Implementation of Official Language Policy Activity 02: Getting feedback on Bilingual relief counters established at Divisional Secretariats and District Secretariats office	0.10 0.10	3 visits	
1) Awareness of stakeholders about the ministry's functions			0.96
2) Performance report			
3) Budget report		1	0.52
Total	2.6		2.15

3.5 Finance Division

Introduction

The accounts unit takes up the responsibilities of coordinating the financial services and maintaining the provable financial information and management system for the Ministry by coordinating the relevant units.

The main functions of the Finance Division

- Assisting the Secretary to the Ministry in his capacity as Chief Accounting Officer to fulfill the financial obligations of the Ministry and maintain accountability to the Parliament
- Ensuring compliance with the financial rules and regulations of the Government
- Establishing and maintaining a sound financial accounting system including cash management
- Coordinating with the Treasury and the Institutions under the Ministry and Foreign Funded Projects to prepare/update/review and finalize financial reports and budgetary requirements
- Financial planning and budgeting
- Ensuring timely and accurate financial reporting
- Protect all physical assets belonging to the Ministry through effective Asset management systems.

3.6 Internal Audit Division

The objective of this Division is to assist the management by reviewing, measuring and evaluating of the functions carried out at all levels of the Ministry and the institutions operating under the Ministry, and by reporting about the effectiveness of the internal control system.

The functions of the internal audit unit are as follows

- Appraising effectiveness of the internal systems of control being employed by the Ministry and the institutions under the Ministry for preventing errors and frauds, and assisting in strengthening such systems of control.
- Ascertaining the credibility of the accounting and other records and inspecting whether the accounting methods followed provide the information necessary for the preparation of correct financial statements.
- Appraising the quality of performance of the staff in carrying out the responsibility assigned to them.
- Ascertaining the extent to which the assets of the Ministry and that of the institutions under the Ministry are safeguarded from losses of all kinds.
- Ascertaining whether the Establishments Code, Financial Regulations and Public Administration, Treasury and other circulars and instructions are being followed.
- Appraisal of the progress of works, schemes and projects and the extent to which programmes and schedules are on target.
- Carrying out special investigations when necessary
- Conducting the Audit and Management Committee meetings.
- Appraisal of the progress of works, schemes and projects and the extent to which programmes and schedules are on target.
- Following the guidelines and directions issued from time to time by Department of Audit Management, conducting the meetings of Audit and Management Committee of the Ministry once in each quarter of the respective year and taking follow-up actions to verify the progress in the implementation of decisions taken at those meetings.

Progress for 2017

Programme	Number
1) Audit and Management Committee meetings	3
2) Audit Quarries	
2.1) Ministry	13
2.2) DOL	06
2.3) OLC	06
2.4) NILET	04
2.5) NGO	03
Total	32

**Ministry of National Co-existence, Dialogue and Official Language's
Carder Information as at 2017.12.31**

Nature of the post	Designation	Applicable service	Grade	Salary code	Total number of approved Carder	Existing Carder	Number of Vacant Posts
Senior Level	Secretary	SLAS	special	SL 4	1	1	
	Additional Secretary (Admin)	SLAS	special	SL 3	1	1	
	Additional Secretary (Development)	SLAS	special	SL 3	1		1
	Senior Assistant Secretary (Administration)	SLAS	I	SL 1	1		1
	Senior Assistant Secretary (Policy Development)	SLAS	I	SL 1	1	1	
	Senior Assistant Secretary (Coexistence)	SLAS	I	SL 1	1		1
	Chief Accountant	SLACS	I	SL 1	1	1	
	Chief Internal Auditor	SLAcS	I	SL 1	1	1	
	Director (Planning)	SLPS	I	SL 1	1	1	
	Assistant Secretary (Administration)	SLAS	II/ III	SL 1	1	1	
	Assistant Secretary (Policy Development)	SLAS	II/ III	SL 1	1		1
	Assistant Secretary (Coexistence)	SLAS	II/ III	SL 1	1	1	
	Assistant Secretary (Ethnic Affairs)	SLAS	II/ III	SL 1	1		1
	Assistant Director (Provincial Centers)	SLAS	II/ III	SL 1	8		8
	Assistant Director (Planning)	SLPS	II/ III	SL 1	1	1	
	Accountant	SLAcS	II/ III	SL 1	1	1	

	Legal Officer	Asso. Officers		SL 1	1		1
	Assistant Director (Project)	Asso. Officers		SL 1	1		1
	Total				24		
Tertiary level	Administrative Officer	PMAS	Supra	MN 7	1	1	
	Translator	TS		MN 6	3	1	
	Coordinating Secretary to the Secretary	Temporary post			1	1	
	Information and communication Officer	SLITS	II/ III	MN 6	1	1	
	Total				6		
Secondary level	Project Officer	Asso. Officers		MN 4	1	1	
	Resource Assistant	Asso. Officers		MN 4	2		2
	Development Assistant	Asso. Officers		MN 4	2	-	
	Development Officer	Dos		MN 4	62	29	
	Research Assistant	Asso. Officers		MN 4	5	3	
	National Integration Promotion Assistant	Asso. Officers		MN 4	29	24	
	Productivity Improvement Assistant	Asso. Officers		MN 4	4	-	
	Public Management Assistant	PMAS	I/ II/ III	MN 2	39	16	
	National Integration Coordinator / Assistant 1	Dept	III	MN 1	284	173	
	Language Call Coordinator	Dept	I/ II/ III	MN 1	3	3	

	Information and Communication Technology Assistant	SLITS	III	MT 1	2		
	Audio Visual Assistant	Dept Temporary			1		
	Still photographer	Dept Temporary			1		
	Camera Operator (Video)	Dept		MT 1	1	1	
	Total				436		
Primary level	driver	DS		PL 3	16	15	
	Camera Operator 's Assistant	Dept Temporary			1	1	
	National Integration Promotion Assistant II	Dept		PL 1	50	50	
	Project Assistant	Dept		PL 1	4	4	
	K.K.S	OES		PL 1	34	22	
	Total				106		
Grand Total					572		

04. Department of Official Languages and its Performance

04. Department of Official Languages

Introduction

The Department of Official Languages was established on 01.10.1956 as the institution for the implementation of the Official Language Act No.33 of 1956. Sinhala and Tamil were recognized as the official languages and English the link language by the 13th and 16th Amendments to the Constitution, respectively in 1987 and 1988.

The Department of Official Languages presently functions as the facilitator to the effective implementation of the official language policy as enshrined in the Article 18 and 19, Chapter IV of the Constitution, and performs the main functions such as providing translation services in all three languages to meet the requirements of the government, improving language skills of government servants and compiling glossaries, language textbooks and dictionaries. This department located at No 341/7, Kotte Rd, Rajagiriya is headed by the Commissioner General of Official Languages.

Vision

“A Trilingual Society enriched with Peace and Harmony”

Mission

“To facilitate and coordinate the implementation of the Official Language Policy with the objective of achieving peace and ethnic harmony”

Functions of the Department

1. Conduct the relevant written and oral tests for officers who are required to obtain official language proficiency as per the Public Administration Circular No 01/2014, 03/2014 and 04/2014 and issue certificates.
2. Provide translation services to government and semi government institution. (Sinhala, Tamil, English)
3. Compile glossaries on various subjects (Sinhala,English,Tamil)
4. Compile and sell textbooks, supportive books relevant to the language proficiency examinations of government servants.
5. Conduct Sinhala,Tamil,English and other foreign language classes using modern technology and conduct examinations
6. Conduct language proficiency examinations and efficiency bar examinations for staffs of external establishments.
7. Provide practical training to the students following translation courses at universities and recognized educational institutes.

The following Divisions have been established within the department (for the implementation of the above mentioned functions) Development, Examinations,

Translation, Language Laboratory, Language Research and Books Compilation, Glossary Compilation, Library and Dictionary Division.

4.1. Promoting Proficiency in National and International Languages

4.1.1. Courses in Sinhala, Tamil, English and Foreign languages are conducted in fully fledged Language Laboratories equipped with modern technology on semester basis for those who are interested in learning national and international languages.

	Number of students registered	Income Rs.	Cost Rs.	Amount credited to the Government Rs.
First semester 2017	1063	7,745,000.00	1,965,000.00	5,780,000.00
Second semester 2017	1129	6,522,000.00	2,180,000.00	4,342,000.00
Total	2192	14,267,000.00	4,145,000.00	10,122,000.00

4.1.2. Language courses were conducted by the Language Laboratory in the following institutions based on the requests made by Government and Semi- Government Institutions.

	Institution	Participants
1.	Department of Excise	60
2.	Department of Census and Statistics	40
3.	Parliament of Sri Lanka	30
4.	Department of Manpower and Employment	30
5.	National Housing Development Authority	40
6.	Department of Prisons	80
7.	Land Settlement Department	40
8.	University of Colombo	1000

4.1.3. Language training courses were organized and conducted for public officers who are acquired to gain Official Language Proficiency (Sinhala/Tamil) as per the Public Administrative Circular 01/2014(IV).

	Language	No. of Participants
1.	Tamil	600
2.	Sinhala	30

Language Training



4.2. Facilitation for obtaining Language Proficiency

The following Text Books, Guide Books and Compact Disks were compiled to be beneficial for the scholars, experts, professionals and all the other beginners who are interested in learning Sinhala and Tamil as a first language or a second language.

	Name of the Book	Number of Copies printed
1.	Sinhala Tamil Equivalent words(Re-print)	2000
2.	Let's Learn Sinhala, Tamil, English (Re-print)	10000
3.	Spoken Tamil (Re-print)	5000
4.	Written Tamil (Re-print)	2500
5.	Spoken Sinhala (First print)	2500
6.	The Magazine Thribhasha	3000
7.	Compact Disks pertaining to the levell, II of the official language proficiency	5500
	Total	30,500



4.3. Conducting Language Proficiency Examinations

Written and Oral tests of the language proficiency examinations were conducted and results and certificates were also issued with the objective of assessing the bilingual proficiency of the public officers and granting the language allowances to encourage them in gaining the official language proficiency

	Name of the Examination	Period held	Number of Applicants	Cost Rs.
1.	Repeat Oral Test – Official Languages Proficiency Examination (2016-2)	January, February 2017	5066	1,122,756.59
2.	Listening Test – Official Languages Proficiency examination (2017-1)	March 2017	4227	927,683.29
3.	Written Test – Official Languages Proficiency Examination (2017-1) Department of Examinations of Sri Lanka	25 th of March 2017	3077	1,824,500.00
4.	Oral Test - Official Languages Proficiency Examination(2017-1)	April 2017	1268	387,018.00
5.	Repeat Oral Test - Official Languages Proficiency Examination (2017-1)	June 2017	417	85,793.00
6.	Oral Test – Official Languages Proficiency Examination 2017-2) (North Central Province)	July 2017	513	643,812.12
7.	Listening Test – Official Languages Proficiency Examination (2017-2)	August, September 2017	6891	1,152,633.40
8.	Spoken test of the Official languages proficiency examination (2017-2)	October 2017	6491	1,452,714.55
9.	Written Test - Official Languages Proficiency Examination (2017-2) Department of Examinations of Sri Lanka	28 th October 2017	7883	2,000,000.00
10.	Proficiency Examination conducted once in 5 years for the Government Officers who receive Official Languages Proficiency allowance	28 th November 2017	315	42,284.00
11.	Repeat oral test of the Official languages proficiency examination (2017-2)	26 th December 2017	1755	206,475.00

10,956 candidates had appeared for the written examination of the Official Languages Proficiency level I,II,III and IV in the year 2017. Oral test of the language proficiency examination was conducted for 14,315 candidates including the officers who had passed the language proficiency written examination conducted by the Department of Examinations and those who had passed the second language at GCE (O/L). Examinations were conducted for the officers in 08 external institutions.

The examiners presently available in the “Oral Test Examiners’ Pool’ of the department were trained in the year 2017 and 187 examiners of the said pool had participated in the training programme.

Conducting Language Proficiency Examinations



4.4. Providing Translation services for Government and Semi- Government Institutions, and Glossary Compilation

4.4.1. Actions have been taken for the requests made by Government and Semi-Government Institutions for translation services as follows:

Requests for Translation services (pages)	Sinhala/Tamil	Sinhala/English	Tamil/English
Number of pages received	6745	7850	1550
Number of pages completed	5497	7348	1550

4.2.2. The following trilingual and bilingual glossaries were printed in collaboration with the Educational Publications Department.

Trilingual and Bilingual glossaries (Sinhala/English)	Tri-lingual glossaries (Sinhala/English/Tamil)
Geography (5109 words)	Agriculture (10720)
Chemistry (9379 words)	Communication and Media Study (5060 words)
	Law (9087)
	Information Technology (5710)
	Botany (10895 words)

4.4.3. Bilingual glossary of Accountancy with 8000 words was compiled as a trilingual glossary.

4.4.4. Trilingual glossary with 3000 titles and positional names of the Government Departments were amended and uploaded to the internet.

4.4.5. Bilingual glossaries on the subjects of Ayurveda and Buddhism were compiled.

4.4.6. Correcting and translating into Tamil the Sinhala names of geographical locations of all the divisional secretariat divisions of Rathnapura, Hambanthota and Kalutara districts under the Geographical Names Standardization Programme carried out by the Department of Surveys.

4.5 Special Activities

4.5.1. International Mother Language Day

The International Mother Language Day was celebrated in collaboration with the High Commission of Bangladesh on 21st February 2017 at the Viharamahadevi Park.



4.5.2 International Translation Day

30th September of the year has been named and declared as the International Translation day at the General Assembly of United Nations. Hence, with the view to appreciating the Service rendered by the translators, the International Translation day was celebrated for the first time on 30th September 2017 in the departmental auditorium.



4.5.3 Capacity Building Programme for the the Officers of the Department



A capacity building programme for the departmental staff was conducted on 29th and 30th November 2017 at Laya Leisure - Kukuleganga.

Around 100 officers took part in the programme and it was possible to improve their team spirit and leadership qualities which will be immensely helpful in undertaking challenges they would come across on their way to achieving the goals of the department.



4.5.4. Launch of the Trilingual Mobile Application

Two trilingual dictionaries with 26000 Sinhala head words and Tamil head words were published in the year 2016 for the first time in the Island. Making this publication mingled with the modern technology, it was turned into an audio visual dictionary and launched as a mobile application in the year 2017.

4.5.5 Forming the Glossaries of Technical Terms into a Compact Disc and a Mobile Application

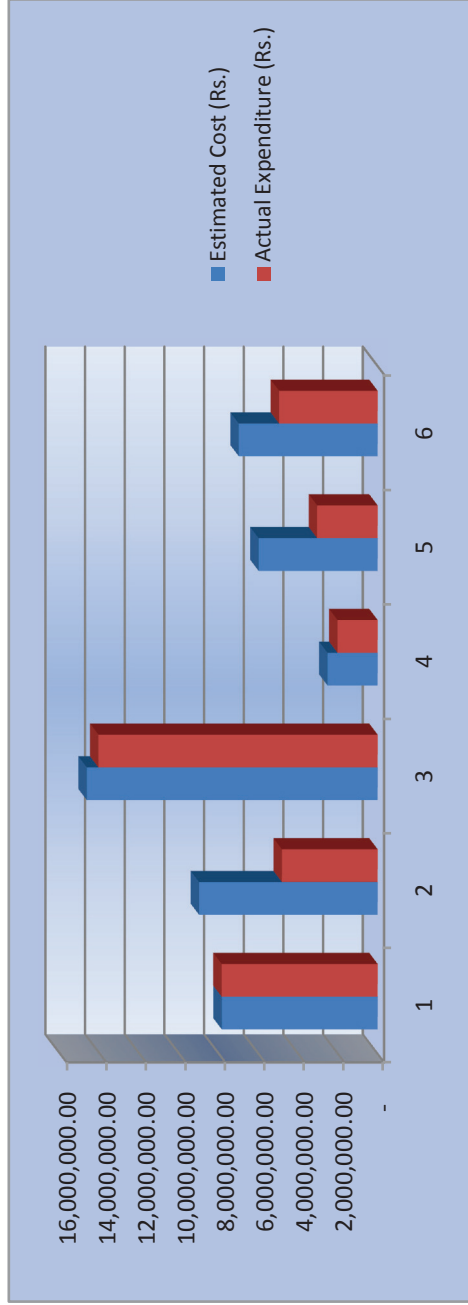


A Compact disk (CD) comprising of 53 glossaries of technical terms was prepared with a search engine. And it was further formed into a mobile application.

A mobile software with 55 glossaries of technical terms with Android and apple operating systems was uploaded to the departmental web site.

4.5.6. Utilizing of technology to expedite the process of translation has been identified a timely need of the present. Accordingly, a software to translate Sinhala letters into Tamil and Tamil letters into Sinhala was designed with the technical assistance of the University of Moratuwa. Thus, 27,000 Sinhala and Tamil phrases have been fed into this software so far, and the stock of phrases in the software is expected to be expanded in the year 2018 with the assistance of different institutions.

**Performance as per the Action Plan
Financial Progress of Department of Official Languages**



S /n	Description	Estimated Cost (Rs)	Actual Expenditure (Rs)	Percentage
01	Promoting National and International Language Proficiency	7,856,000.00	7,863,500.00	100.10%
02	Facilitating to Obtain Language Proficiency	9,000,000.00	4,825,100.00	53.61%
03	Conducting Language Proficiency Examinations for State and non state government officials	14,660,000.00	14,075,100.00	96.01%
04	Provide Translation services	2,525,000.00	2,022,700.00	80.11%
05	Develop Translation Software	6,000,000.00	3,050,000.00	50.83%
06	Special Projects under 2017 budget proposal	7,000,000.00	4,973,225.00	71.00%
	Total	47,041,000.00	36,809,625.00	78.25%

05.Official Languages Commission and its Performance

5. Official Languages Commission

Introduction

The Official Languages Commission is a statutory board established under the provisions of the Official Languages Commission Act No 18 of 1991. The Commission shall consist of six members appointed by His Excellency the President, one of whom shall be nominated by the President to be the Chairman of the Commission. The Commissioner of the Official Languages Department shall be the (Ex-Officio) Secretary to the Commission.

Vision

To be the organization empowered to ensure implementation of the official languages policy by all organizations providing services to the public.

Mission

Provide for the bilingual needs of the public through reviewing, monitoring, educating and advising on implementing the official language policy.

Objective

- To recommend principles of policy, relating to the use of the Official Languages and to monitor and supervise compliance with the provisions contained in Chapter IV of the Constitution;
- To take all such actions and measures as are necessary to ensure the use of the languages referred to in Article 18 of the Constitution (hereinafter referred to as the “relevant languages”) in accordance with the spirit and intent of Chapter IV of the Constitution.
- To promote the appreciation of the Official Languages and the acceptance, maintenance, and continuance of their status, equality and right of use ;
- To conduct investigations, both on its own initiative, and in response to any complaints received, and to take remedial action as provided for by the provisions of this Act.

The functions of the Commission are as follows

- Initiate reviews of any regulations, directions or administrative practices, which affect, or may affect, the status or use of any of the relevant languages.
- Issue or commission such studies or policy papers on the status or use of relevant languages as it may deem necessary or desirable.
- Undertake such public educational activities, including, sponsoring or initiating publications or other media presentations, on the status or use of the relevant language as it may consider desirable.
- Acquire, by way of purchasing or otherwise, and to hold, take or give on lease or hire, mortgage, pledge, sell or otherwise dispose of, any movable or immovable property.
- Do all such other things as are necessary for, or incidental to, the attainment of the objects of the commission or necessary for or an incidental to, the exercise of any powers of the commission.

5.1.Language Audits

Language audits are conducted to supervise whether the provisions with regard to use of Official Languages contained in the Constitution are duly followed up by the state mechanism or not. In language audits, Implementation of the Official Languages in Government institutions is physically checked and recommendations with regard to non-compliances are issued to head of the relevant institution. The objective of above is to defend the language rights of public via proper implementation of the Official Languages Policy in Government institutions. The Divisional Secretariats and Police Stations which are considered as the Government institutions provide services directly to public are audited under this.

88 Language Audits have been conducted by the Commission and an amount of Mn.1.16 was spent in 2017.

Activity 01 : Language Audits done at the Divisional Secretariats and other Institutions

S/n	Venue	Date	No of Participants	No of Printed Books
1	Colombo Divisional Secretariat	2017.01.30	3	3
2	Kegalle District Secretariat	2017.02.16	5	5
3	Rajagiriya UK Steel Fly Over Project	2017.02.16	4	No
4	Kolonnawa Divisional Secretariat	2017.02.20	3	4
5	Thimbirigasyaya Divisional Secretariat	2017.02.20	4	3
6	Colombo Zonal Education Office	2017.02.21	5	3
7	Department of Local Government - Uva Province	2017.02.28	7	5
8	Department of Local Government - Central Province	2017.03.07	7	5
9	Kotapola Divisional Secretariat	2017.03.08	8	5
10	Department of Local Government - Eastern Province	2017.03.14	7	5
11	Department of Local Government - Northern Province	2017.03.15	7	5
12	Department of Local Government - North Central Province	2017.03.22	7	5
13	Department of Social Services - Anuradhapura	2017.04.26	7	4
14	Nuwaragampalatha Divisional Secretariat	2017.04.26	7	5
15	Yakkalamulla Divisional Secretariat	2017.05.04	7	3
16	Eravur Patru Divisional Secretariat	2017.05.23	8	5
17	Kurunegala Divisional Secretariat	2017.06.05	6	5
18	Mawathagama Divisional Secretariat	2017.06.06	6	5
19	Valivitiya-Divithura Divisional Secretariat	2017.06.13	6	2

20	Puttalam Divisional Secretariat	2017.06.15	8	2
21	Haldumulla Divisional Secretariat	2017.06.28	7	2
22	Tangalle Divisional Secretariat	2017.07.04	6	5
23	Dehiwala National Zoo	2017.07.07	14	No
24	Vavuniya-South Divisional Secretariat	2017.07.12	7	5
25	Matara Railway Station	2017.07.25	4	No
26	Wellawatta Railway Station	2017.08.01	7	No
27	Trincomalee District Secretariat	2017.08.03	8	5
28	Yatawatta Divisional Secretariat	2017.08.17	7	5
29	Kandy Divisional Secretariat	2017.08.18	7	5
30	Moneragala Divisional Secretariat	2017.08.22	7	No
31	Badalkumbura Divisional Secretariat	2017.08.22	7	No
32	Dehiovita Divisional Secretariat	2017.08.30	7	No
33	Muhudubadapattu Divisional Secretariat	2017.09.27	6	5
34	Oddusudan Divisional Secretariat	2017.09.28	6	5
35	Imbulpe Divisional Secretariat	2017.10.11	6	5
36	Veligepola Divisional Secretariat	2017.10.12	6	5
37	Department of Pension	2017.10.17	8	6
38	Chavakachcheri Divisional Secretariat	2017.10.26	11	5
39	Gampaha Divisional Secretariat	2017.11.09	6	5
40	Meegahakivula Divisional Secretariat	2017.11.15	8	3
41	Department for Registration of Persons	2017.12.11	12	No
42	Anuradhapura Railway Station	2017.12.16	4	No
43	Thalawa Railway Station	2017.12.16	4	No

**Department of Local Government-
North Central Province**



**Dehiovita Divisional
Secretariat**



Language Audits done at the Police Stations

S/n	Venue	Date	No of Participants	No of Printed Books
1	Welikada Police Station	2017.01.30	2	2
2	Anuradhapura Police Station	2017.03.22	7	3
3	Nochchiyagama Police Station	2017.04.25	7	3
4	Thalawa Police Station	2017.04.26	7	3
5	Mihinthale Police Station	2017.04.27	7	3
6	Galkiriyagama Police Station	2017.04.27	7	3
7	Thirappane Police Station	2017.04.27	7	3
8	Yakkalamulla Police Station	2017.05.04	7	3
9	Thalawakale Police Station	2017.05.17	6	3
10	Dimbulapathana Police Station	2017.05.17	6	3
11	Lindula Police Station	2017.05.17	6	3
12	Nuwara Eliya Police Station	2017.05.18	6	3
13	Kandapola Police Station	2017.05.18	6	3
14	Nanu Oya Police Station	2017.05.18	6	3
15	Eravur Police Station	2017.05.23	8	3
16	Batticaloa Police Station	2017.05.24	8	3
17	Kurunegala Police Station	2017.06.05	6	3
18	Mawathagama Police Station	2017.06.06	6	3
19	Baddegama Police Station	2017.06.13	6	3
20	Puttalam Police Station	2017.06.16	8	3
21	Koslanda Police Station	2017.06.28	7	3
22	Haputale Police Station	2017.06.28	7	3
23	Haldumulla Police Station	2017.06.29	7	3
24	Tangalle Police Station	2017.07.04	6	3
25	Deniyaya Police Station	2017.07.05	6	3
26	Vavuniya Police Station	2017.07.12	7	3
27	Kadugannawa Police Station	2017.08.16	7	3
28	Badalkumbura Police Station	2017.08.22	7	3
29	Moneragala Police Station	2017.08.23	7	3
30	Ruwanwella Police Station	2017.08.29	7	3
31	Hingurakgoda Police Station	2017.09.13	8	3
32	Medirigiriya Police Station	2017.09.14	8	3
33	Pudukkudiyiruppu Police Station	2017.09.27	6	3
34	Mullaitivu Police Station	2017.09.27	6	3
35	Oddusudan Police Station	2017.09.28	6	3
36	Mankulam Police Station	2017.09.28	6	3
37	Pambahinna Police Station	2017.10.11	6	3
38	Veligepola Police Station	2017.10.12	6	3
39	Pinnawala Police Station	2017.10.12	6	3
40	Chavakachcheri Police Station	2017.10.26	11	3

41	Kodikamam Police Station	2017.10.26	11	3
42	Gampaha Police Station	2017.11.09	6	3
43	Ella Police Station	2017.11.14	8	3
44	Kandekatiya Police Station	2017.11.15	8	5
45	Mannar Police Station	2017.11.23	7	3

Thirappane Police Station



Chavakachcheri Police Station



5.2 Investigating complaints

Investigating public complaints received by Official Languages Commission is one of its key tasks. Commission received complaints by letters, over telephone and by e-mail. In investigating complaints, observations pertained to the complaint are called from relevant institution and the recommendations relevant to said complaint are issued based on the observations aforesaid. Commission conducts a follow up action with regard to implementation of said recommendations.

148 complaints have been received by Commission in 2017 out of 120 complaints were investigated and finalized.

5.3 Awareness creation programmes with regard to the Official Languages Policy

Throughout this programme Awareness creations with regard to provisions contained in the Constitution relating to the legal bond of public officers linked with the Official Languages Policy, are conducted. The officers also created awareness with regard to circulars related to the Official Languages Policy, the responsibility of officers in defending the language rights of public and the language proficiency examinations as well. The role of Official Languages Commission and the Department of Official Languages in implementing the Official Languages Policy also described.

A discussion round is held at these programmes to discuss about the problems faced in implementing the Official Languages Policy and the solution that can be given for said problems.

Accordingly, 17 Awareness creation programmes along with 4 special programmes have been held by Official Languages Commission in 2017.

Activity - Awareness Programmes Conducted in Divisions of Divisional Secretariats

No	Venue	Date	No of Participants	No of Printed Books
1	Kotapola Divisional Secretariat	2017.03.09	170	150
2	EravurPatru Divisional Secretariat	2017.05.23	80	85
3	Puttalam Divisional Secretariat	2017.06.16	95	85
4	Dehiwala Divisional Secretariat	2017.06.22	40	45
5	Haldumulla Divisional Secretariat	2017.06.29	52	45
6	Horovpothana Divisional Secretariat	2017.07.11	40	45
7	Vavuniya South Divisional Secretariat	2017.07.13	40	35
8	Matale Divisional Secretariat	2017.08.17	47	55
9	Moneragala Divisional Secretariat	2017.08.23	88	55
10	Dehiovita Divisional Secretariat	2017.08.29	65	50
11	Medirigiriya Divisional Secretariat	2017.09.14	55	60
12	Gampola Divisional Secretariat	2017.09.19	47	45
13	Wattala Divisional Secretariat	2017.10.19	45	50
14	Badulla Divisional Secretariat (Heads of Local Government Authorities in Badulla District also participated in this programme.)	2017.11.14	119*	130
15	Mannar Divisional Secretariat	2017.11.23	50	55
16	Negambo Divisional Secretariat	2017.12.08	33	40
17	Kalpitiya Divisional Secretariat	2017.12.14	60	55
Special Awareness programmes for Selected officials				
S/n	Venue	Date	No of Participants	No of Printed Books
1	For Department Heads -Hector Kobbakaduwa Agrirarian Research and Training Institute, Colombo	2017.09.22	122	160
2	For Heads of Local Government Authorities in Badulla District - Badulla Divisional Secretariat (These Officers also participated in the Programme held in Badulla Divisional Secretariat)	2017.11.14	119*	130
3	For Heads of Local Government Authorities in Central Province - Udarata Kala Sangam Hall	2017.11.28	130	100
4	For Heads of Local Government Authorities in Southern Province - Galle Town and Four Gravets Divisional Secretariat	2017.12.19	100	100

Awarness progremmes conducted in Divisional Secretariates

Negombo Divisional Secretariate



Negombo Divisional Secretariate



Awarness progremmes conducted for Heads of Institutions

Southern Province



Western Province



5.4 Distribution of awareness creation posters for all Government institutions in bilingual areas

Awareness creation among public with regard to their language rights is another task of the Commission. With the above objective, 2000 posters in trilingual i.e. Sinhala, Tamil and English were printed by Official Languages Commission to create awareness the public.

5.5 Facilitating to establish language rights - Language Circles

Steps have been taken by the Official Languages Commission to establish Language Promotion Circles with the long term objective of generating a trilingual public service in Sri Lanka via developing the knowledge, attitudes and understanding of school children with regard to the Official Languages Policy.

Language Promotion Circles were established to induce the attitudes and interest of school children with regard to using of languages, to fulfill all audible, visual and readable things in trilingual and to develop the possibility of converting the future society as a trilingual society.

In terms of the Ministry of Education circular no. 1/2015, a group of identified activities are expected to fulfill in trilingual via Language Promotion Circles in trilingual. (Ex: displaying all boards within school in trilingual, preparing invitation for ceremonies in trilingual)

3 Awareness programmes were held for the establishment of school language circles and an amount of Mn.1.34 was spent in 2017.

Promoting the establishment of Language Promotion Circles in Schools

S/n	Venue	Date	No of Participants	No of Printed Books
1	Hector Kobbakaduwa Agrirarian Research and Training Institute, Colombo	2017.01.11	50	100
2	Polonnaruwa Royal College	2017.09.13	27	81
3	Weerasingham Hall- Jaffna	2017.10.25	103	206

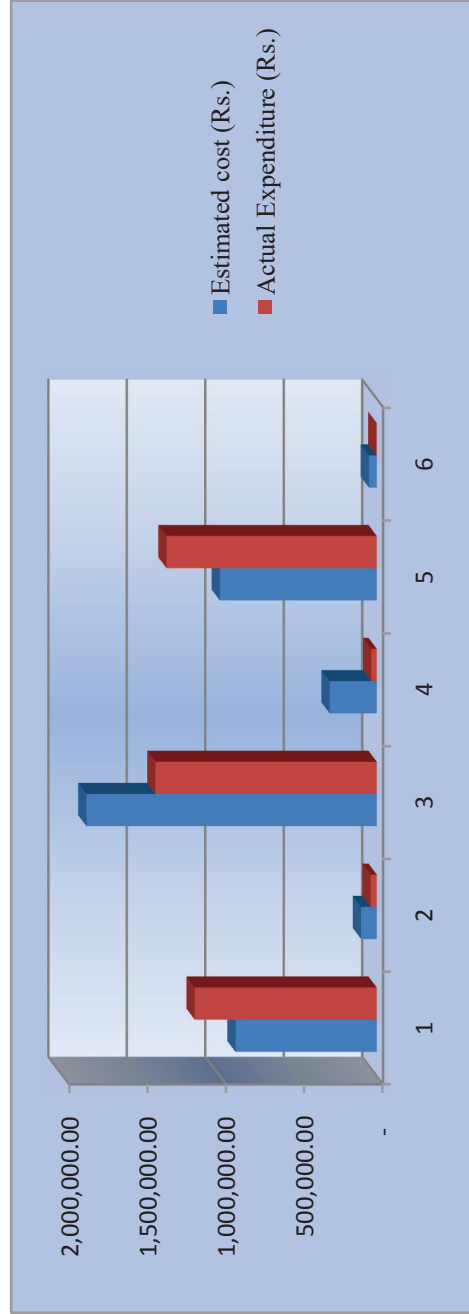
Awareness Programme at the Weerasingham Hall in Jaffna



5.6 Research Activity

A postal survey is being conducted at the public Institutions in North and Eastern provinces on the implementation of Official Languages Policy and the survey reports will be submitted to the ewlevent institutions . Reports submitted by 79 Divisional Secretariates have already been analysed. This survey is expected to identify restraints and barriers on implementing of the Official Languages Policy and to direct the same for the attention of relevant institutions for necessary action .

**Performance as per the Action Plan
Financial Progress of Official Languages Commission**



S/n	Description	Estimated Cost (Rs.)	Actual Expenditure (Rs.)	Percentage %
01	Language Audits	900,000.00	1,160,000.00	128.89%
02	Investigating complaints for violation of Official Language Policy	100,000.00	39,000.00	39.00%
03	Awareness creation programmes with regard to the Official Languages Policy	1,850,000.00	1,410,000.00	76.22%
04	Language development programmes	300,000.00	35,000.00	11.67%
05	Facilitating to establish Language Circles in Schools	100,000.00	1,340,000.00	134.00%
06	Study on Implementation of the Official Languages Policy	50,000.00	2,000.00	4.00%
	Total	4,200,000.00	3,986,000.00	94.85%

06.National Institute of Language Education and Training and its Performance

06.National Institute of Language Education and Training

Introduction

In terms of the objective of implementation of the trilingual concept of the Democratic Socialist Republic of Sri Lanka, the National Institute of Language Education and Training was established as a statutory board, under the National Institute of Language Education and Training Act No. 26 of 2007, under the Ministry of National Languages and Social Integration.

At the commencement i.e. with effect from First November 2007, this institution was brought under the purview of the Ministry of Constitutional Affairs and National Integration which had been located at No. 310, Galle Road, Colombo 03 and this institution also was located at the same address. The ministry was renamed as the Ministry of National Languages and Social Integration, and this institution was added to those institutions operated under the said ministry.

The head office of the institution had been established at three locations i.e. No. 155/A, Castle Street, Colombo 08 with effect from 15th November 2011, 2nd Floor, Building No. 09, Bandaranaike Memorial International Conference Hall, Colombo 07 from 03rd September 2013 to 28th February 2015 and No. 40, Buthgamuwa Road, Rajagiriya up to 30th May 2017, which has been presently located at No. 321/1, Highlevel Road, Makumbura. Special programmes have been conducted Island wide by the institution by now to achieve its objectives. Following are the key programmes out above.

- Preparing syllabuses related to Sinhala/Tamil/English language training programmes
- Training of instructors to teach Sinhala/Tamil and English languages.
- Conducting certificate and diploma courses related to teaching the second language.
- Conducting the teachers training programmes
- Conducting follow up and regulatory programmes for resource personnel.
- Conducting certificate and diploma courses related to language translation.
- Conducting medium term second language training courses (Level-I, Level-II, Level-III and Level-IV) for government officers.
- Conducting residential/non-residential short term training courses for government officers and, students who sat for the G.C.E. (A/L) Examination
- Conducting English language training courses.
- Conducting short term second language training courses for newly recruited officers within the internship (Doctors, Engineers and other professionals)
- Publishing language training programmes via radio channels.
- Conducting seminars for G.C.E. (O/L) second language.

Many residential training courses organized by the institution are being conducted at the training center located at Galewatta of Agalawatta. This training center is situated at a beautiful place which consists with a lecture hall where can accommodate about 250 trainees at once, a language lab where can sit for 30 persons and a hostel where can stay 60 persons, and with a library as well.

An expert panel of resource personnel has been engaged to implement the above mentioned training courses Island wide, and the office staff also extends their contribution with an optimum commitment.

Vision

Promoting the peace and co-existence among Sri Lankan Nation through National Language Training.

Mission

To act as the center for compilation of trilingual knowledge for language education and training to implement the Official Languages Policy.

Objectives

1. To generate the skilled teachers to teach Sinhala, Tamil and English languages for such persons expect to acquire the knowledge pertained to said languages.
2. To generate the translators and interpreters skilled in Sinhala, Tamil and English languages that should be appointed by the National Translation Service established under a written law.
3. To generate qualified teachers to train language teachers, language translators and interpreters in Sinhala, Tamil and English languages.
4. To train personnel competence with trilingual ability to provide an efficient service for public.

Role of the Institution

- Providing a long training in Sinhala, Tamil and English languages for persons expect to acquire the knowledge in said languages to generate skilled personnel to teach those languages.
- Conducting researches and studies pertained to the problems exist with the language training, with the objective of utilizing the outcomes of the researches and studies, to maintain the institution's performance efficiently.
- Providing language training and education for suitable persons and, awarding certificates and diplomas for successful candidates who complete said training and education.
- To establish a panel consist with trained persons to carry on the language teaching.
- To establish a place to store information pertained to languages.
- Conducting special language training courses in Sinhala, Tamil and English languages for persons belong to special categories i.e. Translators, Interpreters, and StenoTypist etc...
- Developing the status of Sinhala, Tamil, English languages as and when required and, issuing recommendations for relevant authorities with regard to the changes to be made pertained to said languages, conducting language researches about Sinhala, Tamil, English and foreign languages and, assisting and promoting them.

All decisions relevant to achieve the above mentioned objectives of the institution are taken by the management and the learning panel extends its contribution in various ways for the teaching purposes carried out by the institution.

The Board of Consultation instructs to the institution about the productivity of the steps taken for the growth of the institution and provides a board of discussion to discuss about the problems related to the institution and its growth as well.

Various Training Courses and Programmes Conducted by the Institution within 2017

Preparing modules related to the Diploma Course for teaching the Tamil language

The syllabus related to this course was prepared in 2016 and modules pertained to same was prepared within this year.

Prof. Asoka Premarathna, Prof. W.M. Wijerathna and Prof. S.J. Yogarajah of the University of Kelaniya and, Prof. M.K. Karunanithi, Mr. S. Athitharan (Lecturer) of the University of Colombo and Prof. Rathnasiri Arangala of the University of Sri Jayawardanepura participated as the resource persons for this task. The cost incurred for this was Rs. 246,166.19

Preparing the Syllabus related to the Language Translation Course

The syllabus related to the Certificate Course in Language Translations proposed to implement by this institution was prepared in 2017. Prof. Asoka Premarathna, Prof. W.M. Wijerathna and Dr. Hemarathna Dissanayake of the University of Kelaniya participated as the resource persons for this task.

Teachers Training Programmes

Teachers who participate the 05 days residential teachers training programme and get through the examination held thereafter are qualified to teach in language training courses organized by the institution Island wide. These teachers engage in their duty, adopting the teaching method of Participatory Reflective Heart Holding Teaching Process. The objective of conducting these programmes is to generate skilled teachers who can teach the second language for government officers to implement the official languages policy and to give the language proficiency for general community. The training fee is charged from trainees and, 04 programmes have been conducted within 2017 by which could generate 195 teachers.

The cost incurred for this was Rs. 861,948.41

Five days Teachers Training Courses conducted in 2017

S/n	Venue	Date of Commencement	Ending Date	No. of Participants	Revenue	Cost(Rs.)
01	Training Center - Agalawatta	14.03.2017	18.03.2017	48	240,000.00	206,729.04
02	Training Center - Agalawatta	23.03.2017	27.03.2017	45	215,000.00	177,975.72
03	Training Center - Agalawatta	19.07.2017	23.07.2017	54	270,000.00	264,883.85
04	Training Center - Agalawatta	18.12.2017	22.12.2017	48	240,000.00	212,309.00
Total				195	965,000.00	861,948.41

Certificate Course in Teaching the Second Language

This certificate course has been commenced as the first step to generate teachers who can teach both Sinhala and Tamil as a language.

5 Programmes each for Sinhala and Tamil language were conducted within 2017 to which participated 253 persons in both medium.

Certificate Course on Teaching the Second Language conducted in 2017

S/N	Venue	Date of Commencement	Ending Date	No. of Participants	Cost Rs.
01	First Team – Tamil medium Training Center - Agalawatta	24.04.2017	09.05.2017	38	714,112.33
Examination	Dharmapala Vidyalaya - Pannipitiya	10.06.2017	11.06.2017	34	28,561.44
Total					742,673.77
02	Second Team – Tamil medium Training Center - Agalawatta	25.07.2017	11.08.2017	53	902,405.48
Examination	Dharmapala Vidyalaya - Pannipitiya	09.09.2017	10.09.2017	50	35,169.38
Total					937,574.86
03	First Team – Sinhala medium Training Center - Agalawatta	21.08.2017	07.09.2017	56	771,828.44
Examination	Dharmapala Vidyalaya - Pannipitiya	23.09.2017	24.09.2017	46	29,948.30
Total					801,776.74
04	Third Team – Tamil medium Training Center - Agalawatta	10.10.2017	27.10.2017	61	998,345.00
Examination	Dharmapala Vidyalaya - Pannipitiya	11.11.2017	12.11.2017	63	36,590.15
Total					1,034,935.72
05	Second Team – Sinhala medium Training Center - Agalawatta	14.11.2017	01.12.2017	45	788,367.30
Examination	Training Center - Agalawatta	16.12.2017	17.12.2017	49	89,099.35
Total					877,466.65
Grad Total					4,394,427.17

In addition to the expenditures stated above, the following expenses have been born in respect of these overall programmes.

No.	Description	Date	Cost(Rs.)
1	Newspaper advertisements for programmes conducted in 2017	30.05.2017	140,727.80
2	Purchasing registers to record results	23.06.2017	14,400.00
3	Programmes conducted in 2017 and pre-newspaper advertisements	24.12.2017	123,820.50
Total			278,948.30

Follow up and Regulatory Programmes for Teachers

This 02 days programme is conducted objectively to develop the knowledge, attitudes and skills in teachers who teach second languages. Nine (09) follow up and regulatory programmes have been conducted within 2017 to which incurred Rs. 1,127,551.02. Four Hundred and Seventy Seven (477) resource personnel have been participated this programme.

The follow up and regulatory programmes conducted within 2017

No. of Prog's	Venue	Date of Commencement	Ending Date	No. of participants	Cost Rs.
01	Training Center - Agalawatta	08.01.2017.	09.01.2017	84	127,888.17
03 / 02	Training Center - Agalawatta	20.03.2017	21.03.2017	126	268,823.01
05/ 04	Training Center - Agalawatta	18.04.2017	19.04.2017	96	230,538.13
07/ 06	Training Center - Agalawatta	15.07.2017	17.07.2017	79	288,031.98
08	Training Center - Agalawatta	19.08.2017	20.07.2017.	58	154,317.73
09	Training Center - Agalawatta	18.12.2017	19.02.2017	34	57,952.00
Total				477	1,127,551.02

Training of Trainers

In relation to the training programmes conducted by the institution, it conducts programmes to train the resource personnel too. Accordingly, 04 training programmes to train the resource personnel in relation to the certificate course on teaching the second language and, the seminars on G.C.E. (O/L) second language (Sinhala and Tamil) have been conducted in 2017.

The cost incurred for above was Rs. 324,871.77 .

Medium Term Language Training Courses Conducted for Public Officers

The National Languages Education Training Institute conducts island wide medium term training courses to bilingually empower the public officers. These programmes are organized in workplace level and conducts 04 or 06 hours per week by way of no interruption occur to their duties.

Sinhala and Tamil courses have been divided into four levels i.e. Level-I, II, III, IV and, covers 250, 200, 150 and 100 hours respectively by each level. The objectives of conducting these courses are to increase the efficiency of the public service by giving the second language proficiency for government officers and to facilitate for implementation of the Official Languages Policy, efficiently.

Accordingly, the institute planned to conduct 04 courses for Level-I, 17 for Level-II, 13 for Level-III and 05 for Level-IV in 2017 and the estimated cost for same was Rs. 3,199,000/-.

Medium Term Training Courses Conducted within 2017

Level	Number of Sinhala Medium Courses	Number of Trainees	Level	Number of Tamil Medium Courses	Number of Trainees
Level-I	-	-	Level-I	02	64
Level-II	03	184	Level-II	16	633
Level-III	01	20	Level-III	08	320
Level-IV	02	60	Level-IV	02	114
Total	06	264	Total	28	1131

According to the above table, 1395 government officers have been facilitated to give them the language training through the courses (34 nos.) conducted in 2017. The estimated cost for same was Rs. 1,774,325/-

12 Days Non-residential Sinhala/Tamil and English Training Courses

The National Institute of Language Education and Training organizes 12 days short term language training courses for public officers who can't participate the medium term language training courses. This 12 days short term language training course can be cited as a distinguished effort taken by the institute to create public officers adorned with human compassion and co-existence for the sake of cultural and social integration. Officers join to this course should participate continuously for 12 days and certificates will be awarded based on the formal written and oral evaluation held at the end of the course.

Accordingly, 152 non-residential 12 days courses have been conducted within 2017, out of 112 courses were conducted by the additional provisions granted by the ministry. The cost for above was Rs. 19,301,411.80 and could give the language knowledge for 26215 trainees.

12 Days Language Training Courses Conducted within 2017,
According to the Capital Provisions (in District Level)

S/N	District	Sinhala Medium		Tamil Medium		Cost (Rs.)
		Number of Courses	Number of Trainees	Number of Courses	Number of Trainees	
1	Colombo	-	-	1	135	105,250.00
2	Gampaha	-	-	-	-	-
3	Kalutara	-	-	1	153	103,990.00
4	Galle	-	-	1	109	124,690.00
5	Matara	-	-	1	126	111,550.00
6	Hambantota	-	-	2	246	199,650.00
7	Jaffna	-	-	-	-	-
8	Kilinochchi	-	-	-	-	-
9	Mullativu	-	-	-	-	-
10	Mannar	-	-	-	-	-
11	Vavunia	1	35	-	-	67,820.00
12	Batticaloe	2	165	-	-	227,498.00
13	Trincomalee	-	-	-	-	-
14	Ampara	1	105	2	235	358,080.00
15	Kandy	-	-	3	373	311,568.00
16	Matale	-	-	2	225	221,565.00
17	Nuwaraeliya	-	-	-	-	-
18	Anuradhapura	-	-	1	132	91,050.00
19	Polonnaruwa	-	-	1	61	95,260.00
20	Kurunegala	-	-	5	688	589,784.09
21	Puttlam	-	-	1	144	125,887.09
22	Badulla	-	-	3	312	351,271.00
23	Monaragala	-	-	1	146	121,127.00
24	Ratnapura	-	-	6	468	604,026.46
25	Kegalle	-	-	5	385	519,833.13
Total		4	305	36	3938	4,329,899.77

**12 Days Language Training Courses Conducted within 2017,
by Additional Provisions (in District Level)**

S/N	District	Sinhala Medium		Tamil Medium		Cost (Rs.)
		Number of Courses	Number of Trainees	Number of Courses	Number of Trainees	
1	Colombo	-	-	3	318	387,480.00
2	Gampaha	-	-	3	189	331,609.00
3	Kalutara	-	-	3	399	415,210.00
4	Galle	-	-	4	414	519,345.00
5	Matara	-	-	12	1629	1,542,179.00
6	Hambantota	-	-	6	1047	791,018.00
7	Jaffna	1	140	-	-	131,972.00
8	Kilinochchi	1	75	-	-	116,030.00
9	Mullativu	1	53	-	-	68,491.40
10	Mannar	1	70	-	-	111,240.00
11	Vavunia	1	132	-	-	133,750.00
12	Batticaloe	4	247	-	-	650,527.00
13	Trincomalee	4	323	-	-	417,143.40
14	Ampara	2	202	1	107	372,111.20
15	Kandy	-	-	15	1537	2,174,884.00
16	Matale	-	-	3	377	338,775.00
17	Nuwaraeliya	-	-	1	90	127,850.00
18	Anuradhapura	-	-	10	1712	1,417,915.00
19	Polonnaruwa	-	-	2	205	296,965.00
20	Kurunegala	-	-	9	2146	1,585,289.11
21	Puttlam	-	-	2	221	249,969.00
22	Badulla	-	-	6	698	721,218.80
23	Monaragala	-	-	4	464	495,250.60
24	Ratnapura	-	-	9	985	1,109,200.60
25	Kegalle	-	-	4	405	466,088.20
Total		15	1242	97	12943	14,971,511.31

**06 Days (50 Hours) Non-residential Sinhala/Tamil Language
Training Course Conducted for Public Officers**

In terms of Circular No. 1/2014 (IV) dated 2017.05.30 issued by the Ministry of Public Administration, officers over 50 years will be exempted from the language proficiency examination, if they follow a 50 hours language training course. Accordingly, a large number of applications for above course have been received and 46 courses were conducted within 2017. The cost of above was Rs. 3,590,821.80 i.e. the additional funds allocated by the Ministry of Finance. Language training for 7787 could give by these training courses.

The 06 Days Language Training Programme Conducted within 2017, by Additional Provisions (in District Level)

S/N	District	Sinhala Medium		Tamil Medium		Cost (Rs.)
		Number of Courses	Number of Trainees	Number of Courses	Number of Trainees	
1	Colombo	-	-	5	516	362,893.00
2	Gampaha	-	-	5	509	505,876.00
3	Kalutara	-	-	-	-	-
4	Galle	-	-	-	-	-
5	Matara	-	-	-	-	-
6	Hambantota	-	-	-	-	-
7	Jaffna	-	-	-	-	-
8	Kilinochchi	-	-	-	-	-
9	Mullativu	-	-	-	-	-
10	Mannar	-	-	-	-	-
11	Vavunia	-	-	-	-	-
12	Batticaloe	-	-	-	-	-
13	Trincomalee	-	-	-	-	-
14	Ampara	-	-	-	-	-
15	Kandy	-	-	8	2095	941,280.00
16	Matale	-	-	3	430	259,350.00
17	Nuwaraeliya	-	-	2	163	98,400.00
18	Anuradhapura	-	-	1	100	74,900.00
19	Polonnaruwa	-	-	-	-	-
20	Kurunegala	-	-	3	889	200,218.20
21	Puttlam	-	-	4	782	257,677.60
22	Badulla	-	-	1	114	60,473.20
23	Monaragala	-	-	2	595	119,061.00
24	Ratnapura	-	-	3	384	161,464.00
25	Kegalle	-	-	9	1210	549,228.80
Total		-	-	46	7787	3,590,821.80

Conducting Certificate Awarding Ceremonies

5 Certificate awarding ceremonies to award certificates for trainees who participated the 12 days and 06 days non-residential Sinhala/Tamil language training courses were held in Ratnapura, Bandarawela, Batticaloe and Matara districts, which were headed by the Hon. Minister Mr. Mano Ganeshan. 2801 Trainees have been participated for above and the cost incurred for same was Rs. 765,905.47

Second Language Camps for Advanced Level Students

The objective of this programme is to encourage the students who sat for G.C.E. (A/L) examination, to learn Sinhala and Tamil languages. These language camps were conducted within 2 days in provincial level and, a special teaching staff trained by the institution was engaged as the resource personnel.

9 Such programmes have been conducted within 2017 and the cost for same was Rs. 1,161,143.35

Language Camps Conducted within 2017, for Advanced Level Students

S/N	Venue	Date of Commencement	Ending Date	Medium	No. of Participants	Cost (Rs.)
Western Province – Colombo District						
1	Divisional Secretariat - Maharagama	18.12.2017	18.12.2017	Tamil	140	110,855.00
Southern Province – Hambantota District						
2	Divisional Secretariat - Ambalantota	27.12.2017	28.12.2017	Tamil	130	83,130.00
Northern Province – Kilinochchi District						
3	District Secretariat - Kininochchi	18.12.2017	19.12.2017	Tamil	90	58,547.00
Eastern Province – Batticaloe District						
4	Kalaimagal Vidyalaya - Vellaweli	25.11.2017	26.11.2017	Tamil	228	205,188.00
Central Province – Kandy District						
5	National College of Education - Polgolla	22.12.2017	23.12.2017	Tamil	67	113,332.80
6	Divisional Secretariat - Doluwa	27.12.2017	28.12.2017	Tamil	106	125,439.60
North Western Province – Kurunegala District						
7	Technical College - Kurunegala	21.12.2017	22.12.2017	Tamil	67	83,188.63
Uva Province – Monaragala District						
8	Mahanama National College - Monaragala	18.11.2017	19.11.2017	Tamil	210	206,810.00
Sabaragamuwa Province – Ratnapura District						
8	District Secretariat - Ratnapura	30.09.2017	01.10.2017	Tamil	175	174,652.30
Total					1213	1,161,143.35

The Radio Programme Called “Teach, if you know”. Learn, if you don’t know”

This programme was commenced in 2016 targeting G.C.E. (O/L) Tamil language and conducted within 2017.

This programme was broadcasted via 9 provincial stations including Sinhala and Tamil stations of Sri Lanka Broadcasting Corporation, within the whole year and Mrs. Mallika Devanarayana,

Lecture of the Buddhist and Pali University of Sri Lanka, was the resource person of the programme. The cost incurred for the programme (including advertising cost) within 2017 was Rs. 8,906,900/=.

In Concurrency to the Radio Programme Called “Teach if you know”. Learn, if you don’t know”, the Series of Second Language Seminars for G.C.E. (O/L)

A series of special seminars covering second language were conducted Island wide by this institution for the students appeared in G.C.E. (O/L), jointly with the Ministry of National Co-existence, Dialog and Official Languages.

Handbooks for teachers and revision handbooks for students for this series of seminars were prepared and printed by the institution. The relevant experts and, learning and research officers of the institution extended their full contribution for this task. The cost incurred for this was Rs. 1,909,254.00

Also, a special team selected from the teachers registered under this institution was engaged to teach in the above seminars and a special teachers training programme was conducted for them by the aforesaid learning panel.

This programme was implemented covering the whole Island considering the applications received and, assistance from the National Integration Promoting Assistants and Coordinating Officers were obtained. The expenditure for this was born by the seminars was Rs. 42,193.35

Accordingly, 21 seminars in Sinhala medium and 23 seminars in Tamil medium were conducted to which participated 2561 and 1889 students respectively in each medium. The cost incurred for this was Rs. 1,990,279.39

Series of Second Language Seminars Conducted within 2017, for G.C.E. (O/L)
(in District Level)

S/N	District	Sinhala Medium		Tamil Medium		Cost (Rs.)
		Number of Courses	Number of Trainees	Number of Courses	Number of Trainees	
1	Colombo	-	-	1	30	60,866.00
2	Gampaha	-	-	1	150	79835.00
3	Kalutara	1	203	1	80	135,552.00
4	Galle	1	63	3	265	215,203.00
5	Matara	1	98	1	108	91,420.00
6	Hambantota	-	-	1	116	52,391.15
7	Jaffna	-	-	-	-	-
8	Kilinochchi	-	-	-	-	-
9	Mullativu	-	-	-	-	-
10	Mannar	-	-	-	-	-
11	Vavunia	-	-	1	36	34,510.00
12	Batticaloe	2	264	-	-	105,558.00
13	Trincomalee	2	47	-	-	66,660.00
14	Ampara	1	63	-	-	27,940.00
15	Kandy	1	60	3	173	88,927.00
16	Matale	1	60	1	40	50,640.00
17	Nuwaraeliya	-	-	-	-	-
18	Anuradhapura	-	-	-	-	-
19	Polonnaruwa	-	-	1	92	78,102.00

20	Kurunegala	6	490	5	412	298,145.00
21	Puttlam	1	142	-	-	42,392.00
22	Badulla	-	-	-	-	-
23	Monaragala	1	104	-	-	25,460.00
24	Ratnapura	1	224	2	206	195,004.28
25	Kegalle	2	743	2	181	341,673.96
Total		21	2561	23	1889	1,990,279.39

**150 Hours Sinhala/Tamil Language Residential Training Programme
Conducted for Medical Officers**

This programme has been implemented for newly recruited Medical Officers by which they are exempted from the language proficiency examination.

Seven programmes of above were conducted within 2017 and the cost of programmes was Rs. 5,725,234.24.

Also a revenue of Rs. 10,373,175/= could earn to the institution from these programmes and abled to give the language proficiency for 557 Doctors.

11 Days residential training programme for Doctors

S/ N	Venue	Date of Commencement	Ending Date	No. of Participants	Revenue Rs.	Cost Rs.
01	Training Center - Agalawatta	02.02.2017	12.02.2017	80	1,787,175.00	849,138.00
02	Training Center – Agalawatta	13.05.2017	23.05.2017	88	1,584,000.00	881,931.00
03	Training Center – Agalawatta	06.06.2017	16.06.2017	91	1,638,000.00	937,842.00
04	Training Center – Agalawatta	19.06.2017	29.06.2017	54	972,000.00	615,549.00
05	Training Center - Agalawatta	03.07.2017	13.07.2017	55	990,000.00	647,233.00
06	Training Center – Agalawatta	15.09.2017	25.09.2017	103	1,854,000.00	975,307.25
07	Training Center - Agalawatta	28.09.2017	08.10.2017	86	1,548,000.00	818,233.99
Total				557	10,373.175.00	5,725,235.68

100 Hours Tamil Residential Language Training Programme Conducted for Engineering Officers

Applications from Engineer were also received from Engineering Professionals for 11 days(150 hours) Sinhala/Tamil language training courses conducted by our institution and one such course was conducted in 2017 at Agalawatta Training Center. The cost of above was Rs. 1,674,000/= . and an income also could earn to the institution and, abled to give the language proficiency for 93 Engineering Professionals.

Tamil Language Training Programme Conducted for Custom Officers

According to a request made by the Sri Lanka Customs, a 12 days non-residential Tamil training course was conducted for its officers.

50 Trainees have been participated for this and the institution could earn a profit of Rs. 25,000/-.

Residential Training Courses Conducted for other Professionals

In addition to the requests made by Doctors Engineers to obtain the Sinhala and Tamil residential training, government officers also have been made requests personally. Accordingly, 03 programmes were conducted within 2017 to which participated 137 trainees. The income and expenditure of this course has been summarized as follows.

S/N	Venue	Date of Commencement	Ending Date	No. of Participants	Revenue Rs.	Cost(Rs.)
01	Training Center - Agalawatta	14.02.2017	24.02.2017	51	433,000.00	420,800.00
02	Training Center – Agalawatta	28.02.2017	10.03.2017	23	187,000.00	231,101.50
03	Training Center – Agalawatta (Telephone Operators)	14.08.2017	18.08.2017	63	567,000.00	334,871.00
Total				137	1,187,000.00	986,772.50

Planning Sessions

In relation to the programmes conducted within 2017, mini-sessions pertained to implementation of said programmes were conducted with Professors, Teachers and experts in the relevant fields.

8 such programmes have been conducted within 2017 and the cost incurred for same was Rs. 141,465.54

S/N	Venue	Date	No. of Participants	Cost (Rs.)
01	National Institute of Language Education and Training	09.06.2017	5	7,954.00
02	National Institute of Language Education and Training	29.06.2017	8	20,489.42
03	National Institute of Language Education and Training	26.07.2017	5	15,102.00
04	Ministry of National Co-existence, Dialog and Official Languages	17.08.2017	30	40,915.57
05	National Institute of Language Education and Training	23.08.2017	5	19,924.00
06	National Institute of Language Education and Training	31.08.2017	3	10,160.00
07	National Institute of Language Education and Training	15.11.2017	3	12,341.80
08	Department of Official Languages	22.11.2017	4	14,578.75
Total			62	141,465.54

Follow up and Supervision Sessions

In relation to the programmes conducted within 2017 by this institution, this programme was conducted in provincial level to make aware of the National Integration Assistants, Coordinating Officers and the teachers registered under the institution.

16 Programmes were conducted within 2017 and the cost incurred for same was Rs. 1,105,008.53. The number of participants for the programme including resource personnels and above officers was 1653.

Follow up and Supervision Sessions

Serial Number	Venue	Date	No. of Participants	Cost (Rs.)
Eastern Province – Colombo District				
1	Department of Official Languages	14.02.2017	117	30,544.89
2	Department of Official Languages	15.09.2017	108	112,520.00
3	National Institute of Language Education and Training (Kottawa)	10.11.2017	15	10,847.00
Total			240	153,911.89
Kalutara District				
4	Training Centre - Agalawatta	06 & 07 – 04.2017	79	166,335.32

Southern Province – Matara District				
5	District Secretariat - Matara	06.03.2017	123	52,625.46
6	District Secretariat - Matara	28.09.2017	123	98,630.00
Total			246	151,255.46
Northern Province – Kilinochchi District				
7	District Secretariat - Kilinochchi	18.02.2017	79	56,37.35
8	District Secretariat - Kilinochchi	25 & 26 – 08.2017	41	28,043.96
Total			246	151,255.46
Eastern Province – Batticaloe District				
9	Divisional Secretariat – Manmunei North	11.03.2017	102	74,392.93
Central Province – Kandy District				
10	E.L. Senanayake Children’s Library	07.03.2017	150	59,683.88
11	District Secretariat - Kandy	13.09.2017	130	111,040.00
Total			280	170,723.88
North Central Province – Anuradhapura District				
10	District Secretariat - Anuradhapura	17.02.2017	76	46,192.60
North West Province – Kurunegala District				
10	District Secretariat - Kurunegala	22.02.2017	110	36,772.82
Uva Province – Badulla District				
10	District Secretariat - Badulla	27.02.2017	134	73,700.28
Sabaragamuwa Province – Ratnapura District				
10	District Secretariat - Ratnapura	20.02.2017	191	59,322.04
11	District Secretariat - Ratnapura	22.09.2017	75	88,000.00
Total			266	147,322.04
Grand Total			1653	1,105,008.53

Training and Feasibility Programmes Conducted for the Staff of the Institution

Various training programmes are conducted by National Institute of Language Education and Training for capacity building of its staff. Officers are referred to other institutions too to fulfill this task as and when possible. These programmes support to guide the staff and for their capacity building as well. Rs. 650,000/- was allocated for 2017 in respect of this and the cost incurred within same year was Rs. 605,400/-.

Summary of the Programmes Conducted within 2017, by Capital Grants

S/N	Programme	Physical Progress		Financial Progress
		Number of Programmes	Output	Cost (Rupees)
01	Training of trainers	01	06	23,995.00
02	Follow up and regulatory programmes	09	477	1,127,551.02
03	Certificate course on teaching the second language	05	253	4,673,375.47
04	12 Days non-residential language training courses conducted for government officers	40	4243	4,329,899.77
05	Middle term language training courses (Sinhala/Tamil) conducted for government officers			
	Level -I	2 (144 Hours)	64	74,550.00
	Level – II	19 (2473 Hours)	716	1,138,375.00
	Level – III	9 (938 Hours)	351	392,200.00
	Level - IV	4 (403 Hours)	171	169,200.00
06	2 Days programme to enhance the government officers' knowledge	01	79	27,350.00
07	Language camps for Advanced Level students	09	1213	1,161,143.35
08	Radio programme	469	-	8,906,934.75
09	Planning sessions	08	62	141,465.54
10	Follow up and supervision sessions	16	1653	1,105,008.53
11	Preparing modules relevant to the Diploma Course on teaching second languages	09 Modules	-	246,166.19
12	For research activities	-	-	745,400.00
13	Purchasing office equipments	-	-	1,499,349.90
14	Staff training programmes	-	-	605,400.00
15	Publishing newspaper advertisements with regard to the translating programme, Diploma Course on teaching second languages, developing the internet facilities and repairing the Agalawatta office	-	-	408,913.53
16	Postal and communication expenses	-	-	1,389,510.00
17	Research activities (payable)	-	-	745,600.00
Total				28,911,388.05

Summary of the Programmes Conducted within 2017, by Additional Provisions

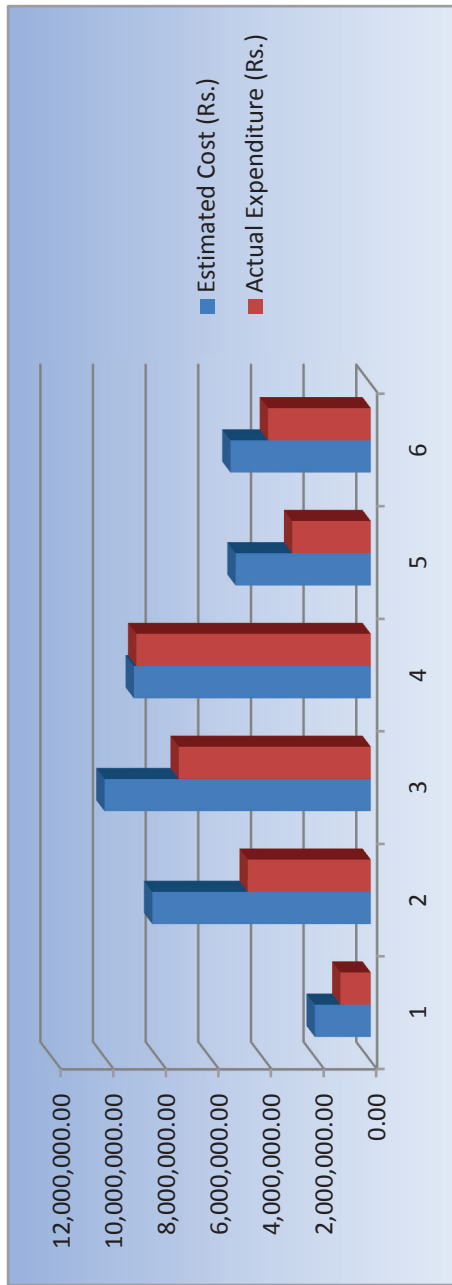
S. No	Programme	Physical Progress		Financial Progress
		No. of Programmes	Output	Expenditure (Rupees)
01	Preparing the teacher's manual relevant to the series of seminars for G.C.E. Ordinary Level -second language (Sinhala and Tamil).	-	08	291,004.00
02	Training of trainees.	03	156	300,876.77
03	Awareness creation among National Integration Promotion Officers, with regard to the second language seminars for G.C.E. Ordinary Level.	01	22	42,193.35
04	Printing the teacher's manual and students' revision books relevant to the series of seminars for G.C.E. Ordinary Level -second language (Sinhala and Tamil).	Sinhala and Tamil teacher's manuals – 100 Sinhala and Tamil students' revision books - 13000		1,618,250.00
05	Series of seminars for G.C.E. Ordinary Level -second language (Sinhala and Tamil).	44	4450	1,990,279.39
06	Basic advertising expenses relevant to the radio programme.	-	-	2,085,500.00
08	12 Days non-residential language training courses conducted for government officers.	112	7787	3,590,821.80
09	6 Days (50 hours) non-residential language training programme conducted for government officers.	46	7787	3,590,821.00
10	Conducting certificate awarding ceremonies in district level.	05	2801	765,905.47
11	Distributing leaflets and manuals for Members of Parliament, relevant to the language courses.	Manuals – 150 Leaflets - 150		
12	Conducting a Tamil course for reverends	01	42	149,100.00
13	Conducting language camps for students who passed the Advanced Level examination	01	140	199,483.00
Total				26,070,775.09

Summary of the Income Earned Courses, within 2017

S. No	Programme	Physical Progress		Financial Progress
		No. of Programmes	Output	Expenditure (Rupees)
01	Teachers training courses (5 days)	04	195	212,309.00
02	150 Hours residential language training courses conducted for Medical Officers	07	557	4,647,939.32
03	100 Hours residential language training courses conducted for Engineering Officers	01	93	1,003,284.37
04	Language training course conducted for Custom Officers	01	50	-
05	Residential Tamil training course conducted for other professionals	03	137	288,430.00
Total				6,151,962.69



Performance as per the Action Plan
Financial Progress of National Institute of Language Education and Training



S/n	Description	Estimated Cost (Rs.)	Actual Expenditure (Rs.)	Percentage %
01	Follow up of TOT and Teacher Training sessions	2,123,700.00	1,151,546.02	55.48%
02	Development of syllabus Certificate and Diploma course in Second language Teachind and Translation	8,300,000.00	4,673,375.47	51.98%
03	Conduct Teacher Training programmes	10,112,700.00	7,292,718.12	80.43%
04	Langauge Training programmes for Teachers	9,000,000.00	8,906,934.75	100%
05	Acquisition of Capital assets	5,136,100.00	2,983,640.24	58.19%
06	Acquisition of Capital assets and Capacity Development programme for the staff	5,327,500.00	3,903,173.45	99.51%
	Total	40,000,000.00	30,916,800.00	77.28%

07. National Secretariat for Non-Governmental Organizations

0.7 National Secretariat for Non-Governmental Organizations

The National Secretariat for Non-governmental Organizations was established under the then Ministry of Health, Highways and Social services in 1996 and later on, this institution was attached to the Ministry of Defense. As per the Gazette Extraordinary No. 1933/13 dated 21.09.2015, currently the National Secretariat for Non-governmental Organizations operates under the Ministry of National co-existence, Dialogue and Official Languages.

Voluntary Social Service Organizations (Registration and Supervision) Act No. 31 of 1980 and Microfinance Act, No. 6 of 2016 are implemented through this Secretariat.

Mission

Mobilize the resources and co-ordinate the activities of NGO's within the National Policy Framework and make them to contribute as partners in the process of development of the country.

Objectives

- 1) Ensure that the resources received by the NGOs are best utilized in the interest of the general public, within the legal and the policy framework of the country.
- 2) Create a favorable environment for National and International communities to contribute to the relief and development activities.

Strategy

Government led and defined service delivery of NGOs for beneficiaries and, government acceptance for NGOs to be complementary service providers.

Main divisions of the National Secretariat for Non-governmental Organizations

- 1) NGO Registration and Investigation Division
- 2) Monitoring and Supervision Division
- 3) Facilitation and Services Division
- 4) Administration Division

Web address of the National Secretariat for Non-Governmental Organizations is www.ngosecretariat.gov.lk Information on registration and monitoring of NGOs, legal information, information on special events and current news are available on the website.

7.1 Holding District Workshops

The workshop for making aware of registration of non-governmental micro-finance organizations of the southern province was held on 11.08.2017 at Matara District secretariat with the participation of 55 persons northern, Eastern and North central province workshop was held on 18.09.2017 at Anuradhapura District secretariat with the participation of 80 persons. Northern province workshop was held at Jaffna District secretariat on 22.09.2017 and also Western, Sambaragamu province and Monaragala District workshop was held in Colombo on 28.09.2017.

7.2 Capacity Development Training Programmers in Parallel with Micro-finance Activities

The workshop for making aware of officers on micro-finance activities was held on 13,14,15 of September 2017 in collaboration with the central bank of Sri Lanka. (Expenditure was incurred by CBSL)

7.3 Establishing Civil Society Associations at Community Level

Civil Society Associations were established at 252 Divisional secretariat Divisions. A workshop was held for 120 chief community level civil society Association officers at Kurunegala Divisions secretariat. And also special discussions were held on 15.05.2017 , 26.07. 2018 and 29.07.2018 with 140 public institutions that had not submitted reports during last two years.

A one day workshop was held for 150 chief civil society Association officers on 12.07.2017 at Matale District secretariat. Ampara civil society Association was established on 18.07.2017. and also, one day workshop was held with the participation of 85 Chief Civil Society Association officers of Gampaha District on 19.07.2017.

Hambantota and Matara District civil societies were established on 25.07.2017, 26.07.2017 for Divisional secretaries on registration and organizations and establishment of civil society association were held at Matale District Secretariat on 15.08.2017.

Awareness Programmes for Divisional secretaries were held on the establishment of civil society association on 12.09.2017 at matale district secretariat. The workshop for making aware of chief civil association officers of Divisional secretaries was held on 25.10.2017. The workshop for making aware of chief civil society and a discussion of divisional secretaries was held on 26.10.2017.

7.4 Establishment of Civil Society Associations at District Level

Civil society associations were established in 23 Districts in 2017 and, a workshop for chief civil society association officers of all twenty five districts was held on 19.06.2017 in Colombo.

This workshop basically aims at their capacity building. And also one day awareness Programme for chairmen and secretaries of community level civil society Associations of NuwaraEliya District was held at NuwaraEliya District Secretariat on 05.12.2017.

Establishment of civil society Associations ay District Level



Holding District Workshops



08. Monetary Allocations

Financial Progress from 2017.12.31

Head - Ministry of National Co-existence, Dialogue and Official Languages 157

programme -01 .Operational Activities

Project name and Number - 01.Minister's Administration and Establishment Services

As at 2017/12/31

Description	Closing net provision	Expenditure	Available balance
Recurrent Expenditure	27,140,600.00	26,489,395.49	651,204.51
Personal Emoluments	13,725,000.00	13,290,113.87	434,886.13
Travelling expenses	3,215,600.00	3,165,553.80	50,046.2
Supplies	4,200,000.00	4,199,294.00	706.00
Maintenance expenditure	3,100,000.00	2,966,858.88	133,141.12
Services	2,900,000.00	2,867,574.94	32,425.06
Capital Expenditure	47,091,600.00	43,374,905.58	3,716,694.42
Rehabilitation of capital assets	3,091,600.00	2,882,800.00	208,800.00
Acquisition of capital assets	44,000,000.00	40,492,105.58	3,507,894.42
Total	74,232,200.00	69,864,301.07	4,367898.93

Head- Ministry of National Co-existence, Dialogue and Official Languages 157
programme - 01.Operational Activities

Project name and Number - 02.Administration and Establishment Services

As at 2017/12/31

Description	Closing net provision	Expenditure	Available balance
Recurrent Expenditure	219,609,675.00	187,924,241.89	31,680,433.11
Personal Emoluments	51,385,000.00	46,591,071.30	4,793,928.70
Travelling expenses	2,227,875.00	2,221,907.96	5,967.04
supplies	4,574,000.00	4,548,440.41	25,559.59
Maintenance expenditure	5,010,000.00	4,984,476.47	25,523.53
Services	63,548,000,.00	58,090,550.28	5,457,449.72
Transfers	92,864,800.00	71,492,795.47	21,372,004.53
Capital Expenditure	66,550,000.00	31,064,000.00	35,485,897.12
Rehabilitation of capital assets	5,150,000.00	1,814,595.00	3,335,405.00
Acquisition of capital assets	9,500,000.00	5,228,026.84	4,271,973.16
Capacity building	300,000.00	276,100.00	23,900.00
Transfers	51,600,000.00	23,745,381.04	27,854,618.96
Total	286,159,675.00	218,993,344.77	67,166,330.23

**Head - Ministry of National Co-existence, Dialogue and Official
Languages 157**

programme -01 .Operational Activities

Project name and Number - 03

As at 2017/12/31

Description	Closing net provision	Expenditure	Available balance
Recurrent Expenditure	154,426,200.00	131,566,957.68	22,859,242.32
Personal Emoluments	142,300,000.00	122,710,295.70	19,589,704.30
Travelling expenses	4,300,000.00	2,054,526.66	2,245,473.34
Supplies	2,041,000.00	1,669,301.20	371,698.80
Maintenance expenditure	1,000,000.00	865,586.10	134,413.90
Services	4,040,000.00	3,624,832.56	415,167.44
Transfers	745,200.00	642,415.46	102,784.54
Capital Expenditure	389,100,000.00	139,765,055.03	249,334,944.97
Rehabilitation of capital Assets	1,200,000.00	428,875.00	771,125.00
Acquisition of capital assets	12,600,000.00	11,108,870.27	1,491,129.73
Capacity building	700,000.00	691,500.00	8,500.00
Transfers	374,600,000.00	127,535,809.76	247,064,190.24
Total	543,526,200.00	271,332,012.71	272,194,187.29

09. Advance Accounts

**Advance Account actual amount against the prescribed limits
Operation of the Advance Account as at 31.12.2017 is as follows**

01. Maximum expenditure limit	Rs. 18,000,000.00
Actual Expenditure	Rs. 15,194,395.95
02. Maximum credit limit	Rs. 5,000,000.00
Actual Income	Rs. 8,880,023.98
03. Maximum debit limit	Rs. 50,000,000.00
Balance	Rs. 36,880,600.39

10. Review

It is with pleasure that I declare that the officers of the Ministry have functioned with great dedication to achieve coexistence and Official Languages Policy. The guidance and the advice provided by the Hon. Minister Mr. Mano Ganesan is much appreciated.

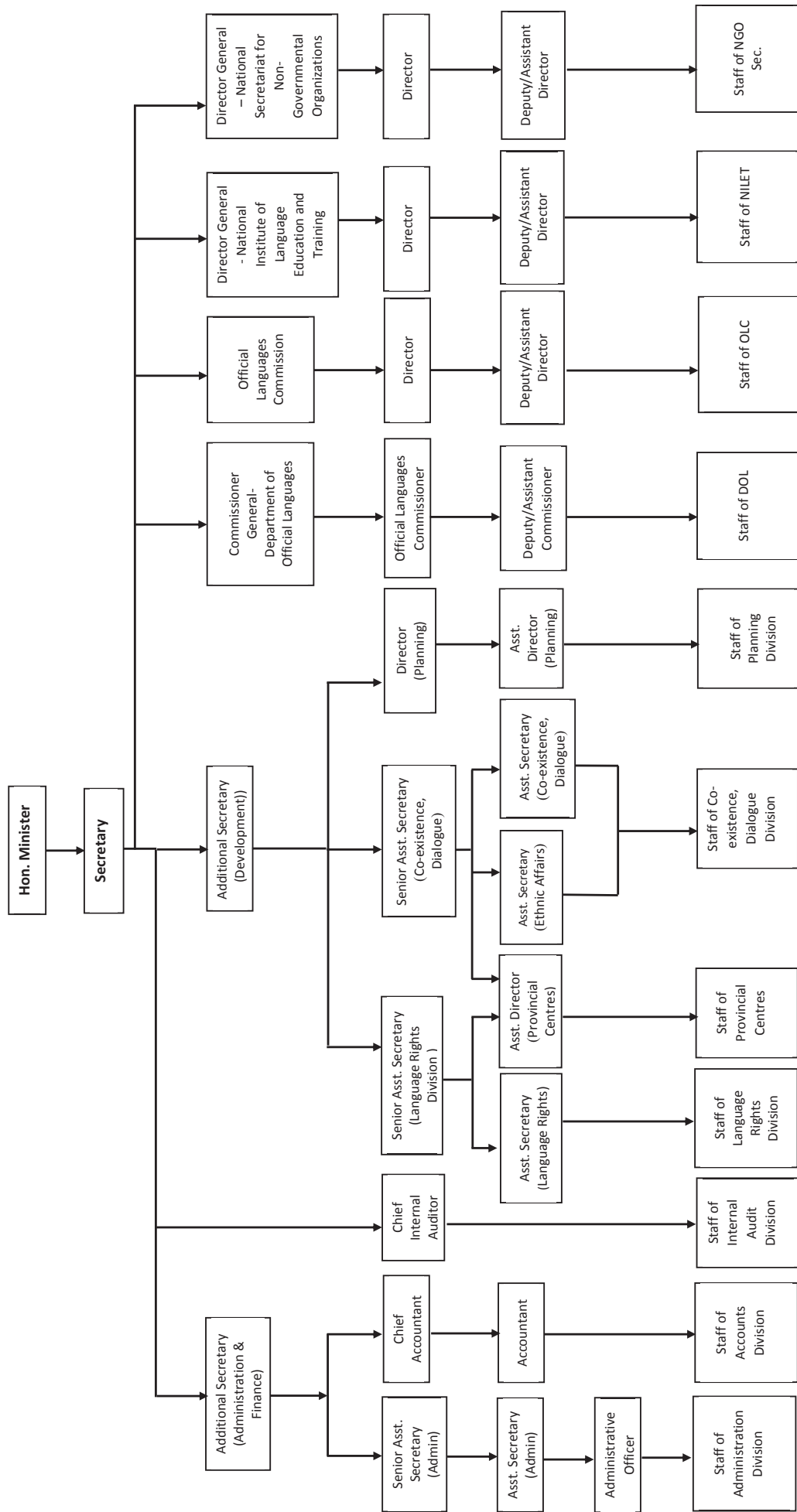
I take this opportunity to convey my sincere appreciation to the Staff of the Ministry and to the Institutions affiliated to the Ministry and the Officers of the Projects for their immense support extended throughout the year.

M.Y.S.Deshapriya

Secretary

**Ministry of National Co-existence, Dialogue
and Official Languages**

**Ministry of National Co-existence, Dialogue & Official Languages
Organizational Structure**



අංක 40, බුත්ගමුව පාර, රාජගිරිය.
இல. 40, புத்கமுவ வீதி, இராஜகிரிய.
No. 40, Buthgamuwa Road, Rajagiriya.