



ANNUAL PERFORMANCE REPORT 2022

MINISTRY OF LABOUR AND FOREIGN EMPLOYMENT



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Ministry of Labour & Foreign Employment

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Message of the Hon. Minister of Labour & Foreign Employment

It gives me a great pleasure to issue a message to this Performance Report which sets out the progress achieved by the Ministry of Labour and Foreign Employment for the year 2022.

The responsibility of contributing to socioeconomic development through the provision of skilled human resources to local and foreign employment markets, upholding industrial peace and cooperation, social security and labour rights and the promotion of productivity has been identified as special priorities, entrusted to the Ministry of Labour and Foreign Employment and the institutions affiliated thereto, namely the Department of Labour, Department of Manpower and Employment, Sri Lanka Bureau of Foreign Employment, Office of Commissioner for Workmen's Compensation, National Institute of Occupational Safety and Health, National Institute of Labour Studies, National Productivity Secretariat, Shrama Vasana Fund and Foreign Employment Agency.

Our Ministry has launched a comprehensive programme for expanding and promoting foreign employment opportunities aimed at boosting foreign exchange earnings and strengthening national economy in the wake of current economic challenges and upgrading skills required for such employment, introducing legal and regulatory processes requisite for ensuring safety of migrant workers, making available special facilities for migrant workers to save and invest foreign exchange within Sri Lanka and incentivizing

migrant workers to remit their earnings to Sri Lanka through legal channels. This programme brought rich rewards as evidenced from the sharp incline in foreign remittances from USD 249 million in April 2022 to USD 454 million in April 2023, denoting an increase of 82%. I am delighted to state that necessary action has already been initiated to amend labour legislation to benefit all stakeholders by removing complexities in existing labour laws and simplifying them so as to preserve their consistency thus creating a favourable environment to facilitate the inflow of investments and ensuring benefits to all without compromising in any way the benefits enjoyed by the labour community.

Measures are underway to digitalize the services offered by the Department of Labour and the Sri Lanka Bureau of Foreign Employment under the purview of the Ministry bring such services easily accessible to the general public. Steps are also be taken to improve the quality of occupations known as blue collar jobs in the society thus upholding their professional dignity. Similarly, the groundwork was laid for the establishment of a labour market information system which is a must for the present world of work.

Aligning with the policies of the Hon. President, preparatory work for the conduct of a series of mobile programmes at the district level as a means propping up the economy was initiated in the year 2022 through which action is being pursued to minimize unemployment

by introducing local and foreign employment opportunities and address issues confronting the working class and safeguard their rights.

I wish to take this opportunity to express my gratitude to State Minister of Foreign Employment Promotion, Hon. Jagath Pushpakumara and Secretary of the Ministry Mr. R.P.A. Wimalaweera

for their efforts in achieving an excellent performance in the year 2022 and the entire staff and the heads of all institutions under the purview of the Ministry and their staff members.

Manusha Nanayakkara (M.P.)

Minister of Labour and Foreign Employment



Message of the State Minister of Foreign Employment Promotion

Benefits accrued on Sri Lankan economy from the foreign employment sector are of dual importance. On the one hand it brings much needed foreign exchange to the country and on the other hand it offers a solution to the country's unemployment. According to the projections of the Department of Census and Statistics, there will be a significant increase of the population in the age cohort of 20 to 30 years. Making employment opportunities available to such a large group new entrant to the labour force domestically may pose problems. Further, due to the contraction of economy engendered by the economic crisis currently experienced by the country, the creation of employment opportunities for the increased labour force in the local employment market could be even more challenging.

The government has initiated numerous programmes to offer benefits to migrant workers who remit their earnings through the country's banking system thus boosting country's foreign exchange reserves. Permits for importing electric vehicles, pension scheme and other benefits have generated growing enthusiasm amongst people on the foreign employment sector.

Foreign remittances which was at a paltry level of USD 249 million inclined to USD 454 million by April 2023 on the back of above programmes. In the year 2022, approximately 311,161 have migrated for employment of which majority are domestic workers and unskilled workers. The vast majority of them are from underserved rural areas. It is reported that they face many problems due to the lack of formal training. This is primarily due to their paucity of knowledge about diverse programmes implemented by the government for potential migrant workers.

The regional administrative structure of the Ministry can be employed to provide better services to migrant workers and their dependents. Towards this end, the progress of the implementation of joint programmes should be followed up through district level meetings of the relevant officers for which measures have already been initiated.

A.P. Jagath Pushpakumara (M.P.)
State Minister of Foreign Employment Promotion



Message of the Secretary to the Ministry of Labour and Foreign Employment

I am delighted to present this Performance Report compiled outlining the productive role of the Ministry of Labour and Foreign Employment in the year 2022 in the spheres of safeguarding the rights of working class, ensuring their job security, establishing industrial peace in the country and sending skilled workers to the foreign employment market and plans expected to be implemented in the year 2023.

It is of critical importance to increase foreign exchange earnings in the face of prevailing economic crisis in the country to strengthen the national economy. Similarly, since the increasing of local productions by preserving industrial peace in the country and creating an investor friendly environment is helpful in ameliorating the present economic downturn, this Ministry has introduced a raft of new programmes.

Action Actions are been taken to amend the labour enactments to face up to present and future challenges, to protect the rights of the working class as well as to ensure benefits to all stakeholders by simplifying the Acts through the removal of complexities therein. Similarly, with the objective of efficient delivery of service to the community, the digitalization process of the Department will be expedited to provide all services of the Department of Labour to employees of the private and semi government sectors from the day of recruitment until their retirement. The preliminary activities of the digitalization process have already been

commenced.

With the intention of bringing in more foreign exchange to the country, foreign employment opportunities available to licensed foreign employment agencies are due to be promoted to send 300,000 Sri Lankans to foreign employment in the year 2022 and in order to incentivize migrant workers to remit their earnings from foreign employment to the country through legal channels, a permit will be issued to import a full electric vehicle and the Sri Lanka Bureau of Foreign Employment has initiated action to introduce a contributory pension scheme and a host of other welfare programmes for migrant workers.

Further expanding the functions of creating safe workplace and a healthy workforce through the prevention of employment related accidents and diseases and promoting occupational safety and health of the Sri Lankan workforce, the National Institute for Occupational Safety and Health is expected to be maintained stably as a self financed entity not dependent on the funds from Treasury from the year 2023 and to make the institute an international level institute on occupational safety and health.

Despite the dire economic situation in the country, priority has been given to uphold the rights of the labour force and every possible effort has been made to safeguard the employers who have been badly hit by the prevailing financial challenges. Under the guidance and direction of the Hon.

Minister of Labour and Foreign employment, the groundwork had been laid for organizing a series of mobile services at the district level to prop up the economy.

The Department of Manpower and Employment makes an invaluable contribution for creating a productive human resource through career guidance and consultancy that can subscribe to the development of the country. Similarly, the other institutions under the purview of the Ministry, i.e. the Office of the Commissioner for Workmen's Compensation, National Institute of Labour Studies, the Productivity Secretariat, Shrama Vasana Fund and Foreign Employment Agency implement a host of programmes for employees' welfare, raising awareness on labour legislation, promoting productivity in the public and private sectors and guiding people towards foreign employment

I wish to take this opportunity to express the gratitude to the Hon. Minister of Labour and Foreign Employment Manusha Nanayakkara and Hon. State Minister Jagath Pushpakumara

for offering leadership, guidance and patronage to carry out the aforesaid functions.

My thanks are also due to the Additional Secretaries and the entire staff of the Ministry, the Commissioner General of Labour, Director General of Department of Manpower and Employment, Commissioner for Workmen's Compensation, Director Generals of National Institute of Occupational Safety and Health and National Institute of Labour Studies, Director of the National Productivity Secretariat and General Managers of Sri Lanka Bureau of Foreign Employment, Shrama Vasana Fund and Foreign Employment Agency and officers of all levels of said institutions who worked with unwavering commitment to achieve the above performance in the year 2022, and the heads of all institutions and the officials of all institutions under the purview of the Ministry.

R.P.A. Wimalaweera
Secretary

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Chapter One

Institutional Profile/Executive Summary

Ministry of Labour and Foreign Employment

1.1 Introduction

The prime mission of the Ministry of Labour and Foreign Employment is to contribute to economic development by referring suitably skilled workers to the local and international labour market, safeguarding their occupational rights, ensuring job security and establishing industrial peace in the country. In realizing this mission, this Ministry holds the responsibility of providing an optimal service to the labour force through a host of specific activities. In performing this role of the Ministry has aligned itself with the sustainable development goals and international conventions ratified by Sri Lanka and in terms of Gazette Extraordinary No. 2289/43 dated 22.07.2022.

1.2 Vision Mission and Objectives

Vision

A satisfied, productive labour force

Mission

Contribute towards the socio-economic development through the promotion of industrial peace, social security, workers' rights, productivity and providing skilled human resources for the local and foreign labour market

1.3 Functions of the Ministry

1. Formulation, implementation, monitoring and evaluation of policies, programmes and projects, in relation to the subjects of Labour and Foreign employment, based on the policies implemented by the government.

2. Implementation of the national policy of Sri Lanka on migration for employment and the national policy on manpower and employment.
3. Formulation and implementation of policies for labour relations standards, employee administration, welfare and health in line with international standards.
4. Maintain cooperation with International Labour Organization and International Social Security Associations.
5. Administration and regulation of Employees' Provident Fund, Private Provident Funds and Private Pension Schemes.
6. Industrial relations and arbitration of industrial disputes.
7. Matters relating to formulation of laws and regulations relevant to labour relations and their regulation.
8. Registration of trade unions and introduction and implementation of positive measures for harnessing activities of all trade unions in the public and private sectors for the country's development.
9. Formulating and implementing policies and programmes for enhancing national productivity.

10. Broadening foreign employment opportunities, promotion and adopting measures in collaboration with relevant institutions to upgrade the skills required for such employments.
11. Introducing legal and regulatory measures required to ensure the security of migrant workers.
12. Providing special facilities for expatriate workers and Sri Lankans living abroad to save and invest foreign exchange in Sri Lanka.
13. Implementing special projects to enable those who return to Sri Lanka after foreign employment to commence enterprises.
14. Providing remedies for employment problems of migrant workers and maintaining welfare.
15. Introducing legal reforms to strengthen the process of obtaining compensation entitled to persons who meet with accidents in foreign countries.
16. Regulation of foreign employment agencies.
17. Provision of public services under the purview of the Ministry in an efficient and people friendly manner.
18. Supervision of all other subjects assigned to the Institutions under the purview of the Ministry, i.e. Department of Labour, Department of Manpower and Employment, Sri Lanka Foreign Employment Bureau, National Institute of Labour Studies, National Institute of Occupational Safety and Health, Office of the Commissioner for Workmen's Compensation, National Productivity Secretariat, Foreign Employment Agency of Sri Lanka (Pvt.) Ltd and Shrama Vasana Fund.

Secretary



Figure 1.1

1.5 Divisions under the Ministry

I. Administrative and Establishments Division

Administration, management, general maintenance, training programmes of the Ministry and coordinating the Ministry and the institutions under the purview of the Ministry and human resources management and duties related thereto are handled by this division. Accordingly,

- Maintaining personal files of all public officers attached to the Ministry and the ancillary staff of the Hon. Minister and establishments activities related to them and updating information on the staff
- Establishments activities in respect of the Ministry officers serving in the Departments and statutory institutions under the purview of the Ministry
- Preparation of cabinet memoranda and taking action in respect of cabinet decisions
- Policy-wise contribution to the establishment of industrial cooperation and promotion of foreign employment by updating labour laws and enacting new legislation.
- Providing answers to referrals made by the Consultative Committee and Public Petitions Committee as well as parliamentary questions and refers public complaints forwarded by the Presidential Secretariat and the Prime Minister's Office as well as public grievances received directly from the public to the relevant institutions.
- Administration of vehicles of the Ministry, provision of necessary infrastructure facilities, training activities, management of capital goods and equipment, activities relating to overtime, holiday payments, Aghara insurance and approval of distress loans.

II. Development Division

The responsibility of discharging Sri Lanka's obligations with the International Labour Organization as one of its member countries, safeguarding the labour rights of the country in line with internationally recognized conventions and recommendations and resolving disputes in the field of labour, implementing international conventions and framing legislation, regulations and guidelines in relation to labour migration rests with this Ministry.

- Submitting the progress made by Sri Lanka in relation to the implementation of the conventions of the ILO ratified by Sri Lanka to the ILO within the prescribed period.
- Taking action to brief the international community of the progress achieved by Sri Lanka as to the labour sector.
- Taking measures to procure the financial and technical assistance of the ILO for resolving issues pertaining to the field of labour.
- Taking necessary action and extending assistance to draft new laws and amend existing labour laws to be in tune with the present.
- Submitting reports requested by the Ministry of Foreign Affairs, the United Nations and other organizations relating to migrant workers along with suggestions.
- Entering into Memoranda of Understanding/ agreements in respect of the foreign employment sector, updating existing agreements and following up on the functioning of agreements.
- Activities associated with joint committee meetings and all activities relating to regional/global dialogues.
- Subject related training of Development Officers (Foreign Employment) carrying

out field duties and maintaining the pool of training of trainers.

- Implementing programmes relevant to the foreign employment sector at the District and Divisional Secretary Division level through Development Officers.
- Holding Appeals Committee meetings regarding family background reports of female migrant workers, conveying decisions of the committee and following up.
- Initiating action to have foreign training provided to officials of the Ministry and institutions thereunder.

III. Planning and Monitoring Division

Devising plans of the Ministry and all institutions under its purview required for steering the development plans towards the set targets and the implementation, progress review and follow up thereof are the key functions of this division. In addition, the division has also discharged the following duties.

- Preparing the annual action plan containing development tasks carried out by the Ministry and its affiliated institutions and referring it to the relevant parties. Preparing the Annual Action Plan in accordance with zero based budgeting scheme, implementation thereof and monitoring the attainment of targets by evaluating the progress of each month.
- Coordination with the Presidential Secretariat, Ministry of Finance, Department of Project Management and Monitoring and National Planning Department in terms of National Budget Circular and submission of progress reports monthly and quarterly.
- Planning, monitoring and reporting of programmes relevant to the foreign employment sector implemented at the District and Divisional Secretary Division level through Development Officers attached to the District Secretariats

and Divisional Secretariats in partnership with the Sri Lanka Bureau of Foreign Employment.

- Publication of a journal annually based on various timely themes of the field of labour and foreign employment.
- Handling all activities pertaining to the publication of Sri Lanka Labour Gazette.
- Organizing mobile services in areas where workers are concentrated with a view to providing solutions to prevailing issues of the labour and foreign employment sectors.
- Preparing the Annual Performance Report detailing the progress achieved by the Ministry and Progress Report for the committee stage debate of the budget.

IV. Financial Division

Taking necessary measures for efficient and effective utilization of the financial provisions allocated to the Ministry from the annual budget to achieve the relevant objectives in conformity with the government policies is the main responsibility of the Finance Division.

- Conducting the annual board of survey in terms of Public Finance Circular 01/2020
- Preparing reports on the agency of the financial authority and activities relating to the delegation of financial powers.
- Preparing annual budget estimates
- Preparing financial statement for the year
- Preparing the report for the Committee on Public Accounts and submitting financial reports to the General Treasury and the relevant institutions monthly and quarterly
- Updating and maintaining audit inquiry reports and forwarding the answers to the relevant audit queries to the Auditor General

V. Internal Audit Division

Internal audit activities of the Ministry are carried out in terms of the appointments made under Section 40 of the National Audit Act for ensuring the responsibilities of the Chief Accounting Officer are duly discharged as set forth in Sections 38(b) and (f) of the National Audit Act, the powers vested in the Internal Audit Division by virtue of F.R. 133 & 134 and regulations of Circular No. 01/2019 dated 12.01.2019 of the Management Audit Department.

The primary function of this Division is to offer guidance and give instructions to the Ministry and the institutions under its purview for them to address shortcomings in respect of internal controls to achieve their objectives and to guide such institutions to comply with the Establishments Code, Financial Regulations, Procurement Guidelines and all circulars issued by the government.

The Division also contributes to minimizing problems in the institutions under the purview of the Ministry of Labour and Foreign Employment, strengthening internal controls and extending continuous support for proper and honest service for the achievement of sustainable development goals, conducting audit and management committee meetings (quarterly), drawing up annual audit plans, conducting internal audit inspections, special investigations and field

inspections and submitting reports of same and conducting audit programmes.

1.6 Institutions under the purview of the Ministry

1.6.1 Department of Labour

The Indian Immigrant Labour Ordinance No. 01 of 1923 was enacted with the objective of providing welfare for Indian immigrant labourers brought to the country by the British colonial rulers to work in tea and coffee plantations under the commercial cultivation of plantations when Sri Lanka remained a crown colony of British Empire. The Department of Indian Immigrant Labour Controller established under the said Ordinance was the genesis of the present Department of Labour. Presently, the Department of Labour discharges the function of strengthening the national economy through the reinforcement of tripartite relations amongst employers, employees and the government.

The Department of Labour is the public institution responsible for upholding the occupational rights and establishing social protection of workers in the semi government and private sectors. Accordingly, the Department discharges its responsibilities by maintaining an island-wide network of labour offices for the enforcement and promotion of legislations relating to the subject of labour.

Structure of the Department of Labour

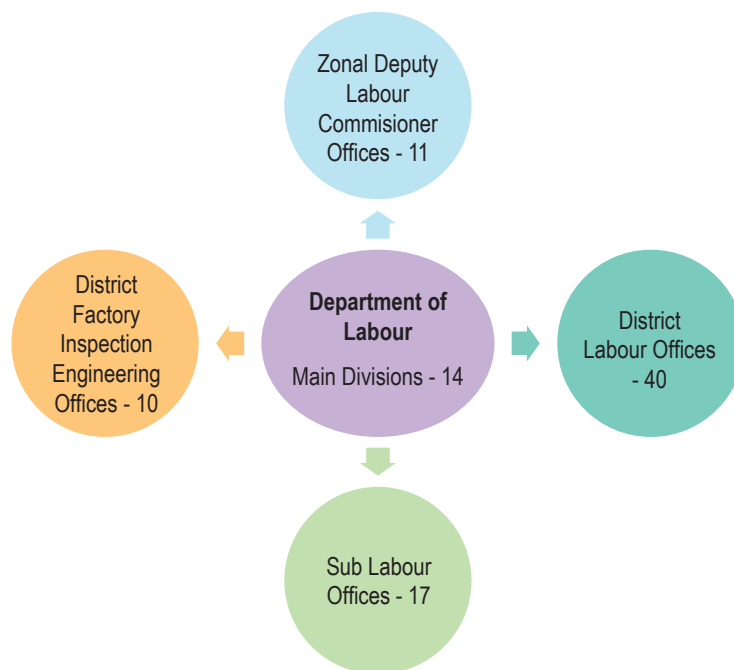


Figure 1.2

Structure of the Department of Labour

Key Functions

- I. Prevention of industrial disputes through enforcement of labour legislation and resolving disputes that have arisen through the promotion of social dialogue.
- II. Conducting institutional inspections effectively and upholding the statutory rights of workers by regularly updating the knowledge required by officers of the Department.
- III. Establishing industrial peace by expanding the knowledge and understanding of labour laws of both the employers and employees.
- IV. Formulation and implementation of labour standards compatible with changes in the national economic structure in line with international labour standards.
- V. Ensuring that benefits are duly granted to workers through the sound administration of the EPF and the administration of the approved private provident funds and pension allowances with similar efficiency.
- VI. Constructive enforcement of all labour laws including those applicable to women, young persons and children and taking action to eradicate child labour and hazardous forms of child labour.
- VII. Raising awareness amongst workers on maintaining healthy and accident free work environment and ensuring that workplaces are accident free.
- VIII. Collection and analysis of statistics required for making decisions in regard to above functions.
- IX. Taking action to give legal effect in law and in practice to ILO conventions ratified by Sri Lanka.

1.6.2 Sri Lanka Bureau of Foreign Employment

The Sri Lanka Bureau of Foreign Employment (SLBFE) is the main statutory institution

established by Parliament Act No. 21 of 1985 as amended by Act No. 4 of 1994 and Act No. 56 with 18 special objectives with priority being accorded to safety and welfare of Sri Lankans migrating for employment. The key responsibilities of the Bureau are the governance and regulation of the foreign employment sector, protection and

empowerment of migrant workers and their family members and promotion and development of employment opportunities outside Sri Lanka for Sri Lankans. The Bureau with a labour force of 1,158 employees works continuously towards strengthening the foreign employment industry of Sri Lanka.

Structure of the SLBFE

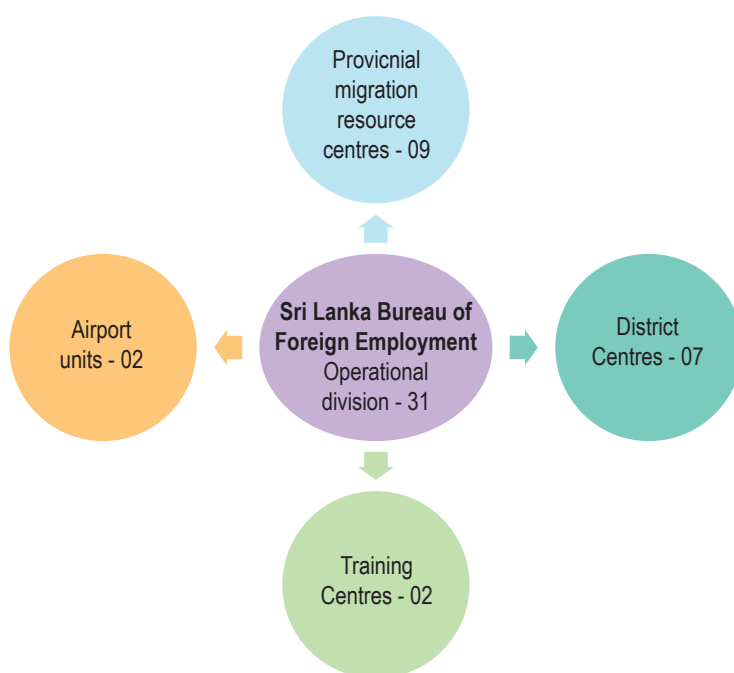


Figure 1.3

Structure of SLBFE

Primary functions of the SLBFE

- I. Issuing licenses to run foreign employment agencies
- II. Conducting training programmes for those expecting foreign employment
- III. Registering Sri Lankan migrant workers in the Bureau/recruiting Sri Lankans for foreign employment
- IV. Resolving complaints lodged by migrant workers or their family members
- V. Providing welfare facilities for migrant workers and their family members
- VI. Enforcement of laws applicable to foreign employment sector
- VII. Promoting foreign employment opportunities for Sri Lankans

1.6.3 Department of Manpower and Employment

The Department of Manpower and Employment was established with effect from 01.01.2010 in terms of the provisions of the extraordinary gazette No. 1640/34 dated 12.02.2010 to achieve the objectives of eliminating unemployment among the youth community in Sri Lanka by developing human resources, improving the quality of workforce and obtaining contribution of the youth community to national economy through career guidance and job creation.

Primary functions

- I. Career guidance activities
- II. Collection, analysis and distribution of labour market information
- III. Public employment service activities
- IV. International relations
- V. Activities relating human resources development

1.6.4 National Institute of Labour Studies (NILS)

National Institute of Labour Studies was formally established on 11 September 2007 and was legally incorporated by the Parliament by the National Institute of Labour Studies Act, no. 12 of 2010. The institute is administered by a Board of Governors consisting of tripartite stakeholders of the labour sector. i.e. employers, trade unions representing employees and public officials. Designing, implementing, organizing and guiding activities required for the creation of a productive and formidable workforce well informed about labour legislation and regulations as well as diverse areas of management is the core function of this institute.

In order to realize its objectives, NILS conducts study courses under three main subject areas,

i.e. labour legislation and industrial relations, human resources management and workplace productivity. These courses are offered in the forms of training and workshops, short term courses and certificate and diploma courses.

Key Objectives

- I. To implement workers education programmes with the collaboration of local or foreign institutes, to take measures to ensure welfare of workers in order to make them active partners in the development process
- II. To conduct seminars, workshops, conferences and meetings on labour studies and publish magazines, journals, periodicals and books in relation thereto
- III. To undertake research, carry out surveys and provide courses of studies relating to labour studies
- IV. To establish and maintain libraries and information services
- V. To work in close collaboration with institutions, organizations, associations and societies both national and foreign, with similar objectives
- VI. To conduct courses including Diploma Courses on Labour Studies with the assistance of Universities and similar institutions and award certificates and diplomas where so required
- VII. To engage in and promote activities aimed at maintaining industrial peace

1.6.5 National Institute of Occupational Safety and Health (NIOSH)

The National Institute of Occupational Safety and Health (NIOSH) was established as an institute affiliated to the Ministry of Labour and Labour Relations by the National Institute of Occupational

Safety and Health Act No. 38 of 2009. The institute is committed for the prevention of occupational accidents and occupational diseases through sound health and safety measures and ensuring a decent work environment for every worker through adherence to correct safety measures and methods and the institute provides education and training for any employer or employee willing to gain benefits from such training.

Courses conducted by National Institute of Occupational Safety and Health

- I. Diploma courses on Occupational Safety and Health
- II. Certificate courses on Occupational Safety and Health
- III. Higher Certificate Course on Occupational Safety and Health of Plantation Sector
- IV. Programme for training of Boiler Operators
- V. Work study programme on industries
- VI. Training nurses in the industrial sector
- VII. Occupational safety and health for hospital staff
- VIII. Occupational safety and health for office staff
- IX. Occupational safety and health in laboratories
- X. Safe use of chemical substances
- XI. Occupational safety and health for food handlers
- XII. Training programme on stress management

1.6.6 Office of the Commissioner for Workmen's Compensation

The Workmen's Compensation Ordinance No 19

of 1934 was enacted to provide for the payment of compensation to workers for accidents caused in the course of employment. The principal enactment was amended on several occasions, the last of which was done by the Act No. 10 of 2022. The Workmen's Compensation Court comprises 14 circuit courts covering the entire Island with the powers of district judge and magisterial powers. The Office of the Commissioner for Workmen's Compensation has 43 positions including three posts of judicial service officers appointed by the Judicial Services Commission; Commissioner for Workmen's Compensation, Additional Commissioners for Workmen's Compensation and Deputy Commissioner for Workmen's Compensation, one post of Grade 1 of the Sri Lanka Accounting Service and one post of the Sri Lanka Administrative Service.

The prime objective of the Office is to cause compensation to be paid to workmen who sustain injuries in the course of employment, who suffer from diseases contracted due to the nature of the employment and to dependents of workmen who die due to accidents in workplaces. Provisions of the Code of Criminal Procedure, Code of Civil Procedure, and Evidence Ordinance are applicable for the workmen compensation court procedure, the appeal procedure is equivalent to that of district court.

Key functions

- I. Activities pertaining to recovery of compensation from employers for accidents, occupational diseases arising out of in the course of employment in the public or private sector and for dependents in the event of death of a workmen. (According to the last amendment, the maximum compensation that can be granted is Rs. 2,000,000)
- II. Keeping the custody of the compensation entitled to minor dependants of a deceased workman in National Savings Bank until they reach maturity

- III. In circumstances where the employer defaults the payment of compensation, seizing the movable and immovable property of such employer and sell them in public auction to recover compensation
- IV. Issuance, renewal and cancellation of workmen compensation insurance licenses
- V. Conducting onsite inspections in event of an accident caused to an employee
- VI. Causing compensation to be recovered for workmen employed in ships and aircraft registered in Sri Lanka for accidents caused outside Sri Lanka

1.6.7 National Productivity Secretariat

Subsequent to Sri Lanka obtaining the membership of the Asian Productivity Organization in the year 1966, the National Productivity Organization (NPO) was established and further expanding the scope thereof the National Productivity Secretariat was established in the year 1994. It introduced a range of productivity concepts, tools and technology to various. A host of programmes are conducted annually Island-wide for nurturing state, educational, service and production, small and medium scale enterprises and community sectors through productivity concepts and with the constant cooperation of the Asian Productivity Organization, the environment necessary for the establishment of a “knowledge centric society” has been created.

Key functions

- I. Implementation of productivity promotion programmes targeting state institutions, educational and service sectors, community organizations and small and medium scale entrepreneurs.
- II. Implementing training programmes relating to productivity subjects

- Productivity Diploma Programme
- Productivity Certificate Course
- Short term Courses on Productivity
- Training of Trainers Programmes

- III. Providing consultancy services on increasing productivity in institutions
- IV. Conducting programmes in partnership with the Asian Productivity Organization
 - Conducting training workshops
 - Conducting e-learning programmes
 - Implementing programmes by securing technical expertise services
- V. Implementing “5S” certification programme
- VI. Carrying out media and publicity programmes
- VII. Conducting National Productivity Awards Ceremony

1.6.8 Shrama Vasana Fund

Shrama Vasana Fund established to promote welfare of employees by Act No. 12 of 1998 (as amended by Act No.15 of 2019) is an institution under the purview of the Ministry of Labour and Foreign Employment. Under 06 broad objectives outlined in the Act, the fund since its inception has initiated a number of welfare measures for the betterment of employees.

The main source of funding of ‘Sharma Vasana Fund’ is the income from the Jathika Sampatha lottery of the National Lotteries Board. In addition, the Fund generates revenue from the interest of fixed deposits and implements diverse range of welfare programmes covering the entire country for the wellbeing of workers in line with the objectives planned annually by the Fund.

Objectives of the Fund

- I. To promote the welfare of employees and their dependants

- II. To provide financial and other assistance to employees when the institutions they were working in, are closed down without prior notice
- III. To provide medical and other facilities to employees in times of emergency
- IV. To provide temporary assistance to employees when inquiries are instituted against them
- V. To provide financial and other benefits to employees or their dependents, in times of distress
- VI. To give awards to persons who have rendered outstanding service to employee welfare
- VII. Providing financial relief to obtain legal assistance to employees where proceedings in respect of termination of employment of an employee or of an industrial dispute, is initiated or pending under the provisions of any written law, before the Commissioner General of Labour, a Labour Tribunal, an Arbitrator or an Industrial Court or any court of law

1.6.9 Sri Lanka Foreign Employment Agency (Pvt) Limited

The Sri Lanka Foreign Employment Agency (SLFEA), the only state owned recruitment agency incorporated in 1996, as a subsidiary of the “Sri Lanka Bureau of Foreign Employment” the national regulator of the foreign employment sector of Sri Lanka and is under the purview of the Ministry of Foreign Employment. SLFEA has been awarded ISO 9001:2008 quality certification in 2013.

Key functions

- I. Securing Job Orders and obtaining preliminary approval for job orders
- II. Obtaining approval for publicity relevant for the job orders and finding suitable applicants
- III. Referring applications for the selection of employers and calling them for interviews conducting interviews and quality inspections to select suitable applicants
- IV. Carrying out activities such as medical tests relevant to the recruitment, signing agreements and conducting quality inspections and obtaining the final approval of the SLBFE and sending people abroad for employment

1.7 Composition of the staff of the Ministry

Institution	Senior level		Tertiary level		Secondary level		Primary level		Total		
	Approved No.	No. employed	Approved No.	No. employed	Approved No.	No. employed	Approved No.	No. employed	Approved No.	No. employed	Percentage of vacancies
1 Labour Sector	24	17	04	-	75	55	35	16	138	88	36%
2 Department of Labour	211	133	668	478	1753	1718	489	401	3121	2730	13%
3 Department of Manpower & Employment	20	14	5	0	627	604	15	10	667	628	6%
4 National Institute of Labour Studies	09	03	11	2	20	07	05	02	45	14	69%
5 National Institute of Occupational Safety & Health	07	02	03	02	10	06	05	05	25	15	40%
6 Office of the Commissioner for Workmen's Compensation	05	03	02	01	31	30	05	02	43	36	16%
7 National Productivity Secretariat	17	07	04	02	792	709	19	10	832	728	14%
8 Shrama Vasana Fund	01	01	04	03	08	08	04	03	17	15	12%
9 Foreign Employment Sector	14	11	01	-	1031	1003	23	15	1069	1029	4%
10 Sri Lanka Bureau of Foreign Employment	137	103	197	170	692	655	251	232	1277	1160	9%
11 Sri Lanka Foreign Employment Agency Pvt Ltd	04	04	9	7	10	05	07	08	30	24	20%
Total	449	298	908	665	5049	4800	858	704	7264	6467	11%

Table 1.1

Composition of the staff of the Ministry

02

Chapter Two Progress and Future Outlook



Progress and Future Outlook

This Ministry has formulated programmes for executing functions under the fields of safeguarding the rights of the working class, ensuring their job security, establishing industrial peace in the country and sending skilled workers to the foreign employment market.

The labour force of the country is approximately 8.5 million of which 8.1 million are employed. Of these workers, except for those in the public sector, those engaged in their own business and family businesses, it is the responsibility of the Ministry to maintain industrial peace in the country by implementing mechanism for safeguarding the labour rights, occupational safety and health of 3.4 million workers employed in the private and semi government sectors thus contributing to the socioeconomic development of the country.

Similarly, Sri Lanka is in the forefront amongst countries which derive major benefits from migration for employment. Remittances from migrant workers constitute a major share of the country's overall foreign exchange earnings. In the year 2022, foreign remittances amounting to Rs. 1,252 billion were received by Sri Lanka and the number of people emigrated for employment stood at 311,161 and of them 124,180 were females and 186,981 were males. In view of this situation, having acknowledged the contribution of migrant workers to the country's economy, a raft of mechanisms and programmes have been initiated for maximizing foreign remittances and send more and more skilled workers for foreign employment instead of unskilled workers.

This chapter contains a summary of the progress

achieved by the Ministry and institutions affiliated thereto in the year 2022 through activities carried out for the realization of their respective objectives.

2.1 Special achievements, challenges and future outlook

Formulating legal provisions in compliance with recognized national and international socioeconomic situations and labour conventions and standards enabling an investor friendly environment in Sri Lanka and paving the way for the future advancement of the country is a timely responsibility entrusted to the Ministry. The Ministry is obligated to amend the existing legislations, rules and regulations to suit the future world of work whilst safeguarding the rights of the working class.

Similarly, the responsibility of strengthening national economy with increased foreign exchange inflow by making available more and more foreign employment opportunities through the formulation of policies and programmes in relation to the foreign employment sector has been entrusted to this Ministry. Towards this end, measures have been taken to send more skilled workers for foreign employment and expand training opportunities for them and facilitate regular and safe migration. In addition, a host of measures have been taken to enhance wellbeing, safety and welfare of migrant workers and their families.

In spite of the economic crisis in the country, the

Ministry was able to maintain industrial peace and achieve many a victory for the working class and contribute to increase foreign remittances by expanding foreign employment opportunities. The victories thus achieved and future targets are outlined below.

2.1.1 Strengthening labour laws with the aim of upholding the rights of workers

Nearly 50 pieces of legislations including the ordinances enacted from the inception of the Department of Labour in the year 1923 and acts enacted subsequently are currently in force for the welfare and the safeguarding of rights of workers. Necessary measures have been taken by the Ministry to amend the existing labour legislations to counter the existing and emerging challenges faced by the Sri Lankan labour force. The Ministry is currently focusing on identifying complexities in the labour legislations currently in force and practical issues that arise in their application and amend them so as to offer legal coverage to the tripartite stakeholders, i.e. the employer, the employee and the state.

1. Increasing the maximum amount of compensation paid under the Workmen's Compensation Ordinance for workers who are injured during the course of employment from Rs. 550,000/- to Rs. 2,000,000/-

In terms of the last amendment brought to the Workmen's Compensation Ordinance, No.19 of 1934, the maximum compensation that could be recovered to an employee for an injury and occupational disease during the course of employment was Rs. 550,000/-. The Workmen's Compensation (Amendment) Act, No 10 was adopted by Parliament on 10.03.2022 to increase the maximum compensation up to Rs. 2 million and correspondingly increase the amounts paid as compensation for other injuries. By this amendment, provisions have been introduced for the payment of compensation

to workers for accidents that occur while coming from their place of residence to the work place or while returning back to their place of residence from the work place.

2. Conferring concurrent judicial powers on magistrate's courts and labour tribunals for expediting the hearing of labour cases

In the event of a violation of any labour law or the provisions of the EPF Act, cases have to be filed in the magistrate's court to seek redress and as a result of the delay in this process, employees had to wait for a lengthy period ranging from 5 to 6 years to recover their statutory entitlements such as gratuity, provident fund and salary arrears. As a solution to this, the Industrial Disputes (Special Provisions) Act, No.19 of 2022 was passed by Parliament to delegate magisterial powers to Presidents of Labour Tribunals only for the resolution of labour disputes.

3. Authorizing non-lawyer representatives to appear in labour tribunals and conferring powers of enforcing the orders of Labour Tribunals to Presidents of Labour Tribunals

In cases filed by workers challenging unfair dismissal by employers, only lawyers and trade union representatives are currently permitted to appear for workers. Action has been initiated to confer powers to representatives who are not attorneys at law to appear for workers. Industrial Disputes (Amendment) Act, No. 22 of 2022 was passed by Parliament on 16.09.2022 amending Section 46 of the Industrial disputes Act No. 43 of 1950, authorizing any authorized officer, arbitrator industrial court or labour tribunal or the Commissioner may, act through an Attorney-at-law or a representative of the party to appear for workers.

4. Bringing in provisions for making

deposits in filing writ applications, revisions and appeals against arbitration awards and orders of industrial courts with a view to minimizing unnecessary appeals

The Termination of Employment of Workmen (Special Provisions) Act was amended so that the judicial process against writ applications filed against the orders of the Commissioner General of Labour and applications in revision and appeals filed against the rulings of the Magistrates Court can only be commenced after a security in cash is furnished with the Commissioner General of Labour. Accordingly, the Termination of Employment of Workmen (Special Provisions) Act, No. 23 of 2022 was passed by Parliament.

The Termination of Employment of Workmen (Special Provisions) Act was amended so that the applications in revision and appeals filed against the rulings of the Labour Tribunals and Magistrates Court can only be commenced after a security in cash is furnished with the Commissioner General of Labour. This legal provision was brought in with a view to minimizing unnecessary appeals in executing the orders and accordingly, the Industrial Disputes (Amendment) Act, No. 24 was adopted by Parliament.

5. Prescribing a specific period for making a final disciplinary order pursuant to a to disciplinary inquiry

The Industrial Disputes Act No.43 of 1950 was amended to prescribe a specific period of time for the deliverance of the final disciplinary ruling for expediting the disciplinary procedures taken in respect of private sector employees who have been interdicted due to an act of misconduct subject to disciplinary inquiries.

A grave injustice is caused to employees

and their dependents as a result of the lengthy period of time taken to deliver the final disciplinary ruling. Therefore, a timeframe should be determined during which the final disciplinary ruling should be given subsequent to a disciplinary inquiry. Hence, it is expected to amend the Industrial Disputes Act requiring the disciplinary order to be delivered subsequent to a disciplinary inquiry within six (06) months from the date of such interdiction and to pay half the wage provided that the misconduct is not a financial fraud. The preliminary draft in this regard has been prepared by the Legal Draftsman and observations there to have been made by the Ministry. The approval of the Cabinet of Ministers has to be obtained again to publish the Bill in the gazette and present for the approval of Parliament.

6. Amending the Shops and Office Employees Act, No. 19 of 1954 for the welfare of workers and to suit current requirements

Other than business entities such as airports, residential hotels and cafeterias (10.00 at night) of which restrictions have been relaxed upon special orders and come under the scope of the Shops and Office Employees Act, employers of other institutions have no right to employ women after 8.00 at night. However, as Business Process Outsourcing (BPO) enterprises based on information technology knowledge operate their businesses as per international time zones, it is difficult for them to adhere to such restrictions, the relevant service conditions have to be relaxed by amending the Shops and Office Employees Act to safeguard the rights of employees (specially to ensure the safety of female employees) employed in the said sector. Similarly, procedures such as the introduction of a flexible shift system should be incorporated to increase the women's employment within the labour force. Observations have been submitted for the second draft framed by

the Legal Draftsman and subsequent to the receipt of the final draft and the certificate of the Attorney General, the approval of the Cabinet of Ministers has to be sought again to publish the draft in the Gazette and present to Parliament for approval.

7. Amending the Employees' Provident Fund Act, No. 15 of 1958

The EPF Act should be amended for enhanced welfare of workers and to be compatible with the current socioeconomic trends. Therefore, provisions will be introduced enabling workers to claim benefits of EPF in the event of retiring under a voluntary retirement scheme or before reaching the age of 55 years. Action will be taken to redraft the Act incorporating the observations of the Central Bank of Sri Lanka for the amendments for which approval was sought from the Cabinet of Ministers.

8. Amending the Gratuity Act No. 12 of 1983

The Gratuity Act should be amended for enhanced welfare of workers and to be compatible with the current socioeconomic trends. The draft formulated by the Department of Labour has been referred to the National Labour Advisory Council.

2.1.2 Strengthening legal and policy framework required for foreign employment promotion

1. Updating and expanding the scope of the national policy of Sri Lanka on labour migration

Having referred the national policy and action plan of Sri Lanka on labour migration updated with the participation of all stakeholders to the Cabinet of Ministers by the Minister of Labour and Foreign Employment the National Policy and Action Plan are being further amended as per the instructions in the Cabinet decision in respect of thereto.

2. Amending the Sri Lanka Bureau of Foreign Employment Act, No. 21 of 1985

The requisite amendments have been identified with the participation of the officials of this Ministry and the SLBFE and steps have been taken to refer the relevant amendments for the approval of the Cabinet of Ministers.

2.1.3 Encouraging migrant Sri Lankan workers to remit their earnings to Sri Lanka through lawful channels

- Granting permits to Sri Lankan migrant workers to import full electric vehicles for incentivizing Sri Lankan migrant workers to remit their earnings through lawful means. In terms of the Circular dated 31.08.2022, forty five (45) electric vehicle permits have been issued.
- Obtaining self-declarations from persons registering with the SLBFE to migrate for employment stating that they will remit their earnings from foreign employment to Sri Lanka through legal channels.
- Conducting awareness programmes through Sri Lanka diplomatic missions in foreign countries with a view to encouraging Sri Lankan migrant workers to remit their earnings to Sri Lanka through lawful means.
- The SLBFE in partnership with the Central Bank of Sri Lanka introduced mobile app 'Lanka Remit' to facilitate migrant workers to remit their money to Sri Lanka through legal channels.

2.1.4 Introducing a contributory pension scheme for migrant workers

Initiating action in partnership with the Sri Lanka Social Security Board to propose a contributory pension scheme named 'Manusavi' enabling a worker who has undertaken foreign employment

having registered with the SLBFE to obtain a monthly pension upon reaching 60 years of age. The contributions for this contributory pension scheme should be paid in foreign exchange.

2.1.5 “Hope Gate” was opened with the aim of offering more facilities to Sri Lankan migrant workers at the airport.

2.1.6 Commencing training courses for sending skilled workers for employment abroad

- **Starting caregiver training course in partnership with the North-Central Provincial Council**

The SLBFE and the North Central Provincial Council signed a Memorandum of Understanding on 29.12.2022 for conducting a caregiver training course free of charge for young men and women interested in migrating for employment as caregiver professionals. Accordingly, the North-Central PC has initiated a project titled “Ran Mawatha” for providing vocational training for the young people of the province and the caregiver training course is conducted under the supervision of the SLBFE. The financial contribution for the course is borne by Safe Foundation together with the North Central PC and all infrastructure facilities are provided by the PC.

- **Commencing the conduct of a caregiver training course in partnership with Sri Jayawardenapura Hospital**

The SLBFE and the Sri Jayawardenapura Hospital entered into a Memorandum of Understanding on 08.09.2022 for conducting a caregiver training course for young men and women interested in migrating for employment as caregiver professionals.

- **Commencing Domestic Housekeeping Assistant training course in collaboration with Greenway Private Training Centre**

Greenway Recruitment Agency has initiated measures to commence a private training centre to conduct a domestic housekeeping training course under the supervision of the SLBFE.

2.1.7 Introducing EPF Appointment Management System for booking a time for obtaining EPF benefits and the registration of employers

The Department of Labour introduced the EPF Appointment Management System for reserving a time for handing over EPF applications with effect from 01.09.2022 thus facilitating the activities of clients visiting the Department for employee registration. Accordingly, a date and time can be booked from the relevant labour office for the required service by contacting hotline 1958 or through the link appointment.labourdept.gov.lk. This enables our clients to obtain the services required at an appointed time without wasting time.

2.1.8 Providing facilities for downloading A, B & H forms required for the registration of employees in EPF from the website of the Department of Labour

Similarly, by introducing a new method for downloading A, B and H forms required for the registration of EPF members by employers from the website of the Department of Labour, thus making it easier and more convenient for employers to carry out such activities. Hence, employers can register their employees by downloading A,B and H forms from the website of the Labour Department and forwarding same.

2.1.9 Establishment of Complaint Management System

Establishment of Complaint Management System- The CMS developed by the Department of Labour with the coordination of the Sri Lanka Right to Information Commission and the sponsorship of the United Nations Development

Programme was implemented with effect from 15.03.2022. This enabled employees of the private or semi-government sector who intend to lodge a complaint with the Department of Labour in regard to their employment to do so online using the link <https://cms.labourdept.gov.lk> without visiting the labour offices in person.

Current Challenges

A structural change took place in economy in the aftermath of Covid-19 pandemic that prevailed in the country and in the face of current economic crisis; the direction of the functions of the Ministry has to be reengineered towards a new dimension. The Ministry has encountered a slew of challenges including the retrenchment of workers, underemployment and the low level of women's participation in the labour force. Complex labour legislations have to be simplified so as to create a conducive environment while safeguarding the rights of workers.

To address the underrepresentation of women in the labour force, measures should be adopted such as the relaxing of the night shift roster system to overcome this situation and increase women's participation in labour force. Social security systems have to be leveled up as a remedy to socioeconomic issues stemming from the rapid incline in the aging population in the labour force.

Similarly, this Ministry should take measures to ease the ongoing foreign exchange crisis by directing more and more people towards foreign employment. One of the major challenges confronted by Sri Lanka is the absence of skilled workers to suit the emerging trends in the world. Further, vocational training institutes are not equipped to handle constantly evolving advancement in the sphere of technical training. The competitiveness posed by other countries in the foreign employment market is becoming increasing stiff.

Similarly, measures should be adopted to achieve the objectives of the Ministry by the economical

use of limited resources available. This Ministry has to put in place the relevant legal and policy framework to surmount these challenges and enable the establishment of industrial peace to boost economic development and the sending of skilled workers for the diversified foreign employment market.

Future Plans

1. Nearly 50 pieces of legislation including the ordinances enacted from the inception of the Department of Labour are currently in force. There is a dire need to amend the existing outdated labour laws as well as to remove prevailing complexities in the labour laws ensuring benefits for all stakeholders. This need has been emphatically stated by Hon. President through the budget proposals of the year 2023 and this responsibility has been entrusted to this Ministry. The Department of Labour has undertaken a preliminary study for the introduction of anew labour law incorporating new terms and conditions aligned with present socioeconomic developments.
2. Action is being pursued to introduce a new social security scheme for workers. At present, health and occupational benefits, maternity benefits, unemployment benefits, employee compensation benefits have to be borne by the employer. A new system should be introduced to provide such benefits without causing an additional burden to the employer.
3. Digitalization of activities of the Department of Labor will be commenced in 2023 and by the beginning of 2026, all services provided by DOL for employees of the private and semi government sector from the day of recruitment until retirement are expected to be digitalized. This will minimize the visits by clients to the Department and the provision of services through the Internet will prevent unnecessary delays and while improving efficiency.

4. Awarding Social Dialogue Certificate for Quality for institutions maintaining standards relevant to social dialogue from 2023

Private and semi government institutions will be given the opportunity to submit applications for obtaining this certificate and subsequent a field visit by a committee, marks will be awarded and based on the marks obtained by the institution, a certificate will be issued indicating the level of social dialogue and workplace cooperation.

5. In addition to the duty free allowance granted to Sri Lankan migrant workers returning to the country for purchasing goods from duty free shops of Sri Lanka on the basis of the period of employment abroad, granting an additional duty free allowance to Sri Lankans who remit their earnings from foreign employment to Sri Lanka through lawful means.
6. Regularizing the foreign employment sector, strengthening existing legal frameworks and amending the SLBFE Act to facilitate the enforcement of laws locally to ensure compliance with international obligations.
7. Action will be taken to maintain NIOSH as a stable self financing institution from the year 2023 without obtaining provisions from the Treasury. It is expected to further expand the functions that are currently being carried out in regard to occupational safety and health of workmen and the national duty for the creation of a safe workplace healthy labour force through the prevention of occupation related accidents and diseases. Similarly, measures necessary to make the institute an international level institute on occupational safety and health will be initiated in the year 2023.
8. Plans have been drawn up to launch the following measures for the advancement of the foreign employment sector

- There is a dire need to find alternative countries instead of depending on the Middle Eastern zone. An increasing demand is being created for special service such as nursing service and adult caregiver service in advanced countries due to the increase in aging population and incline in the female labour force participation. Accordingly, action should be taken to identify new countries and new fields of employment.
- One of the fundamental matters to be considered in the promotion of foreign employment is to make available more productive foreign employment opportunities for foreign jobseekers. Action should be pursued to identify opportunities for Sri Lanka to gain competitive edge for Sri Lanka within the sector as per employment opportunities available globally and affording greater opportunities for skilled labour migration through the provision of appropriate skills training to match such employment opportunities.
- Continued implementation and further strengthening of programmes such as family development plans and care plans currently being implemented by the Ministry for the safety and welfare of workers migrating for employment and their family members and expanding regional awareness on productive and safe migration.
- Implementation of the national policy and action plan of Sri Lanka on migration for employment.
- Implementing programmes jointly with development partners for securing rights and wellbeing of migrant workers and their family members.
- Implementation of safe responsible labour migration programmes along with the

project for developing labour migration strategies for increasing employment in care-giving and hospitality sectors with the contribution of Swiss Agency for Development and Cooperation and ILO

- It has been planned to implement a special project jointly by the Ministry of Public Administration, Home Affairs and Provincial Councils and Local Government and the Ministry of Education to assist in regard to providing secured employment opportunities for public officers and other workers who expect to migrate for employment with the coordination of the foreign employment division.

For this purpose, an Integrated Guidance and Referral System (IGRS) will be established. The technical and financial assistance of the pilot project will be extended by the International Organization for Migration.

- Strengthening the existing mechanism for the reintegration of returnee migrant workers into local labour market with the assistance of the other relevant ministries and institutions.

9. Taking necessary measures to confirm the districts of Kandy, Nuwaraeliya, Putalam, Batticaloa and Matara as 'child labour free zones' by the year 2023 and all other districts by the year 2025.
10. Establishing a labour market information system for local and foreign employment for a better administration and information and evidence based policy formulation.
11. National Institute of Labour Studies is scheduled to take necessary measures in the year 2023 to for improving the quality of service and enhance the quality of services associated with daily life such as security service and janitorial service, etc.
12. It is expected to increase the satisfaction of internal and external clients by the simplification of processes through the study of work processes with a view to boosting the efficiency of services delivered by the Ministry and its affiliated institutions whilst reducing costs.



R.P.A. Wimalaweera

Secretary

Ministry of Labour and Foreign Employment

2.2 Progress of the Ministry

2.2.1 Strengthening Labour Force and Maintaining International Labour Standards

Safeguarding domestic labour rights in accordance with the obligations undertaken by Sri Lanka as a member country of the International Labour Organization and other internationally recognized conventions and recommendations and making use of them to resolve problems in the labour sector is the premier responsibility of this Ministry.

Ensuring that Sri Lanka has fulfilled its obligations and responsibilities in respect of the field of labour to the International Labour Organization and other multilateral agencies, formulating labour policies, creating national level social dialogues and enlisting international support for the development of human resources are the other functions of the Ministry. The following measures have been taken in the year 2022 for the attainment of these objectives.

1. Empowerment and Protection of Labour Force

- I. Serving as the facilitator of the National Labour Advisory Council (NLAC) with tripartite representation. In the year 2022, the following measures were taken having conducted 06 meetings
 - It was decided to amend the Shop and Office Workers Act to increase women's participation in the labour force
 - Proposals were submitted to relax the administrative process followed for obtaining 30% entitlement of the EPF
 - It was proposed to increase the minimum salary up to Rs. 21,000/- by the addition of two budgetary relief allowances
 - Issues relating to the payment of a daily wage of Rs.1,000/- submitted by trade union leaders were discussed

- II. Appointing a committee with tripartite representation to identify and find solutions to issues in the labour market stemming from the prevailing economic crisis and organizing activities pertaining thereto and holding one round of negotiations with the participation of the Hon. Minister and instructions were given by the Hon. Minister to establish a committee with representation from the Ministry of Labour and Foreign Employment, General Treasury, the Central Bank of Sri Lanka, ILO and Employees' Trust Fund

- III. Holding meetings of ministerial committees to discuss the matters, trends and needs relating to the revision of laws and policies and introduction of new legislation in respect of the labour sector and organizing all activities relating thereto

a. Holding two discussions for the amendment of Shop and Office Employees Act.

- Granting the opportunity for female employees employed by Knowledge Process Outsourcing (KPO) institutions, Business Process Outsourcing (BPO) Companies and offices handling business activities and accounting administration activities of companies of other countries
- Delegating authority to make orders relevant to the provision of transport facilities, safety and common amenities of the place of work for female works employed at night
- Ordering employers to pay equal salary disregarding gender for equal work or services

b. Conducting discussions in respect of National Minimum Wage Act

- Since employers have agreed to raise the national minimum wage up to Rs. 21,000/-, this decision can be forwarded to the National Labour Advisory Council

and basing future course of action as per the outcome thereof

- The subcommittee also agreed to incorporate the two Budgetary Relief Allowance Acts into the proposed amendments for effective implementation of the national minimum wage
- The subcommittee recommended that possibility of establishing a mechanism for the adjustment of the national minimum wage with the technical assistance from the ILO be explored

IV. Conducting a meeting of the National Steering Committee for Eliminating Child Labour (NCSECL) and coordinating all activities relevant thereto

At this meeting it was requested to submit reports on ongoing and completed activities implemented for the elimination of child labour and forward proposals for the formulation of the action plan and upon the receipt of the said reports, the Children and Women's Division of the Department of Labour planned to commence the process of compiling the action plan. Further, the Department of Labour decided to recreate the child labour free zone models in selected districts and draft the action plan subsequent to discussions with the relevant parties

2. Maintaining International Labour Standards

- I. Preparation of reports under Article No. 22 of ILO for 06 Conventions for the year 2022
- II. Preparation of reports under Article No. 19 of ILO for non-ratified Conventions
- III. Compiling the report to address problems encountered in regaining the EU GSP+ concession and conducting meetings for the tripartite committee appointed to monitor of GSP+ concession and organizing and participating in all activities thereof

IV. Coordinating and following up all activities required to cause the participation online of tripartite representatives in the ILO conference held annually in Geneva. Eight state representatives, one employer representative and seven trade union representatives participated in this online event held from 27.05.2022 to 11.06.2022

V. Handling activities in respect of Memoranda of Understanding to be signed in future in the fields of social security and education in relation to the labour sector between Sri Lanka and other countries and all programmes towards that end

- Preparing the cabinet memorandum relevant to the social security agreement between Sri Lanka and India and making arrangements associated with the signing of the MOU
- Preparing the cabinet paper relevant to the proposed MOU between the Ehimi prefecture of Japan and Foreign Employment Division of the Ministry of Labour and Foreign Employment

VI. Carrying out all coordinating activities of projects and workshops conducted with the technical collaboration of the ILO

VII. Submitting the answers to the questionnaire on labour statistics to required to be conveyed to ILO annually

VIII. Obtaining information from the relevant institutions submitting two reports as to the complaint lodged by trade unions alleging the violation of freedom of association and the failure of the government of Sri Lanka to ensure productive compliance with Convention No. 87 of the ILO

IX. Submitting a report on discussions held in regard to matters concerning the labour field of Sri Lanka with Mr. Tomoya Obokata, United Nations Special Rapporteur on Contemporary Forms of Slavery, including its Causes and Consequences

- X. Updating annual information of the International Social Security Organization
- XI. Compiling reports on emerging trends of the labour sector for the use of the Ministry of Foreign Affairs and other ministries
- XII. Making arrangements required for tabling the conventions and recommendations adopted by the ILO in Parliament.

2.2.2 Empowering migrant workers through International Corporation

1. Memoranda of understanding/ agreements

The government of Sri Lanka has entered into a number of agreements to achieve varied objectives including the promotion of manpower sector, human capacity development, international social security programme, training programmes, legal affairs and cordial relationships. Nineteen (19) such agreements/ MoU are currently in force.

- New MOU/ Agreements

The MoU on health service cooperation between the government of Sri Lanka, Great Britain and the government of Northern Ireland was signed on 18 January 2022

- Drafts relevant to the signing of MoU/ agreements with the following countries have been exchanged through the Foreign Ministry

Republic of Malta	- Manpower sector
Romania	- Employment and manpower sectors
Luxemburg	- Employment and manpower sectors
Italy	- Migration and mobility partnership

- Reviewing existing MOU/ bilateral agreements with destination countries in relation to foreign employment

Details on the reviewing of the following agreements/ MOU have been referred to the relevant countries through the Ministry of Foreign Affairs

Seychelles	- Manpower sector
Kuwait	- Labour, employment and manpower promotion
Republic of Korea	- Sending and receiving workers under employment license system
Malaysia	- Recruitment, employment and bringing back of workers. As of now, Cabinet approval has been received for the signing of this MoU and it is proposed to be signed in near future.

- Joint Committee meetings

The first joint meeting under the Agreement for the Regulation of Sri Lankan Manpower Employment between Sri Lanka and the United Arab Emirates was held online on 06th April, 2022

At this meeting, issues faced by Sri Lankan migrant workers in the process of recruitment and employment for employment in UAE, methods and mechanisms for protecting the rights of workers and solving disputes, collaborative procedures for the development of a recruitment agreement between private institutions of the two countries that define the role and responsibilities of each party and a brief review on the method adopted in the UAE for offering solutions to labour issues were discussed.

2. Global/ Regional Forums

- Colombo Process

The meeting of the seventh Thematic Area Working Group (TAWG) on the processes of skills and qualification recognition chaired by Sri Lanka and the meeting of the sixth thematic area working

group on promoting cheaper, faster and safer transfer of remittances chaired by Pakistan were held in Thailand from 21st 23rd June 2022 in Thailand.

The overall output of the meetings aimed at optimizing the benefits of organized labour migration in Asia while protecting migrant rights and maximizing the development impact of overseas employment for migrant workers their families and countries of origin.

The Government of Sri Lanka (GSL), the Chair of TAWG on Skills and Qualifications Recognition Processes meeting on day one, averred its commitments to increase the skills level of workers originating from Colombo Process Member States seeking employment outside their countries.

The TAWG on Promoting Cheaper, Faster and Safer Transfer of Remittances, chaired by the Government of Pakistan on day two included key dialogues that reaffirmed the group's objective to improve access to formal remittance channels for migrant workers, enhance their access to financial services and empower the effective use of remittances for both migrant workers and their families. Thereafter a capacity-building workshop that focused on selected labour migration and governance issues was conducted for representatives of Colombo Process Member Countries (CPMS).

The ninth meeting of the TAWG of the Colombo Process on the promotion of ethical recruitment method was held for two days from 24 & 25.08.2022 in Dhaka, Bangladesh. At this meeting, the need to collaborate on the promotion of fair and ethical recruitment to help ensure decent work and safe migration across South, East and Southeast Asia was emphasized. During the meeting of the TAWG, Member States discussed their four-year work plan to further the goals of

transforming the recruitment industry from the employee-pay model to an employer-pay model; ensuring informal recruitment actors are encompassed under the regulatory frameworks; and equipping migrant workers with the information necessary for ethical recruitment.

- **Abu Dhabi Dialogue**

The Consultative Committee meeting of the Abu Dhabi dialogue was held as an online event on 05th April 2022 and officials participated representing Sri Lanka. The proposed Abu Dhabi Dialogue Research Programme for addressing priorities recognized at the 6th ministerial consultation for years 2022-2023 approved by Pakistan which serves as the chair of the Abu Dhabi dialogue was discussed at the meeting. Action is being pursued to afford an opportunity to the Consultative Committee to discuss the implementation of the Action Plan. The two-day senior representatives meeting of the Abu Dhabi dialogue was held on 18 and 19.10.2022 using online technology.

- **Global Compact for Migration (GCM) for safe, orderly and regular migration**

The technical committee meeting on the national plan for the implementation of GCM was held at this ministry on 24.02.2022 with the participation of associated ministries, departments and organizations belonging to the United Nations. The key objective of this meeting was to identify the objectives that should be accorded priority out of the objectives included in the Annual Plan of GCM.

The second technical committee meeting was held on 30.08.2022 and the primary objective of it was the validation of the observations called from associated institutions for the drafting of the GCM national plan.

The report of Sri Lanka on the national plan regarding the implementation of GCM and International Migration Review Forum was presented to the Foreign Ministry in May 2022. Asia-Gulf countries dialogue on the implementation of the GCM was held in Doha, Qatar from 13-15 September 2022.

- **Safe and regular labour migration for Sri Lankans –Stage IV**

The project titled “Safe and regular migration for Sri Lankans” was implemented jointly with the Switzerland Embassy in Sri Lanka under the direction of the Ministries of Labour and Foreign Affairs. The project is in its fourth stage as of now. The primary objective of this project is to strengthen the wellbeing of Sri Lankan migrant workers and their family members. The ILO and IESC serve as the national partners of this project while SAFE in the Anuradhapura District, VOCIE in the Puttalam district, FIRM in the Vavunia District, SAMADANA in the Kandy District and CHRCD in the Kurunegala District are the district partners. The financial progress of programmes implemented in these districts in the year 2022 was Rs. 126.12 million.

2.2.3 Promotion of Foreign Employment Sector

- **Creating a skilled foreign employment labour force targeting foreign employment**

With the principal objective of sending skilled workers armed with new technical knowledge and competencies to the foreign employment market, the identification of Sri Lankans who wish to take up foreign employment to be sent to new labour markets and to countries which have still not recruited Sri Lankan migrants in addition to countries with traditional foreign labour

market was carried out by Development Officers attached to the district and divisional secretariats under the foreign employment section.

Conducting awareness programmes to provide basic knowledge and offer guidelines regarding foreign employment opportunities currently available, qualifications and vocational training requirements needed for that purpose, institutions and study courses that are helpful in fulfilling such requirements was carried out targeting persons so identified based on such information during the first quarter of the year. Accordingly, 96 programmes targeting 3900 beneficiaries of 24 districts were conducted at a cost of Rs. 719,260.00.

According to information referred to the Ministry, after conducting these basic awareness programmes-

- Details of individuals who are willing to take up foreign employment which requires vocational training were forwarded to the SLBFE to be handed over to licensed foreign employment agencies to direct them towards suitable employment
- Details of persons who require vocational training have been referred to the Vocational Training Authority under the purview of the Ministry of Education and the National Apprentice and Industrial Training Authority in order to have them accommodated in training courses conducted by such Authorities

These awareness programmes were conducted with the assistance of provincial and district offices of institutions such as the SLBFE, National Youth Council, National Youth Corps and National Apprentice and Industrial Training Authority and Industrial Training Authority, Sri Lanka Vocational Training Authority (through vocational training centres) and Department of Technical

Education and Training. Accordingly, 1,468 employment promotion programmes were conducted in the year 2022 at the district and divisional levels targeting 36,093 beneficiaries. Of those who participated in these programmes, 3,446 have already left for foreign employment and 7,540 will soon leave the country to take up employment in foreign countries. 2,254 have been referred to vocational training.

2.2.4 Protection, welfare and empowerment of migrant workers and their family members

1. Programmes implemented by the Ministry

- **Issuing family background reports**

A new circular No. 01/2022 dated 12.07.2022 titled "Obtaining a report on the protection programme of underage children of women expecting to migrate for employment" with the objective of providing protection to underage children of female migrant workers. Accordingly,

Development Officers have sent short text messages for 77,444 family background reports. Recommendations were given for 1,732 reports in the first quarter of 2022 and recommendations were made for 6,340 reports in the second quarter of the 2022 and during the third quarter, there had been 46,199 referrals and during the fourth quarter 23,173 as correct receipt of documents.

- **'Shramika Surakuma' Programme**

Under this programme launched in the year 2016 targeting the protection and welfare of migrant workers, the families of migrant workers are registered at the Divisional Secretariat level. "Family Development Plans" are prepared and implemented with the objective of uplifting the socioeconomic status of migrant worker families and "Care Plans" are drawn up and executed targeting socially vulnerable children of migrant worker families for such families registered under this programme. Under the 'Shramika Surakeuma' programme, the number of migrant worker families registered was 28,606. (23,537 females and 5,069 males)



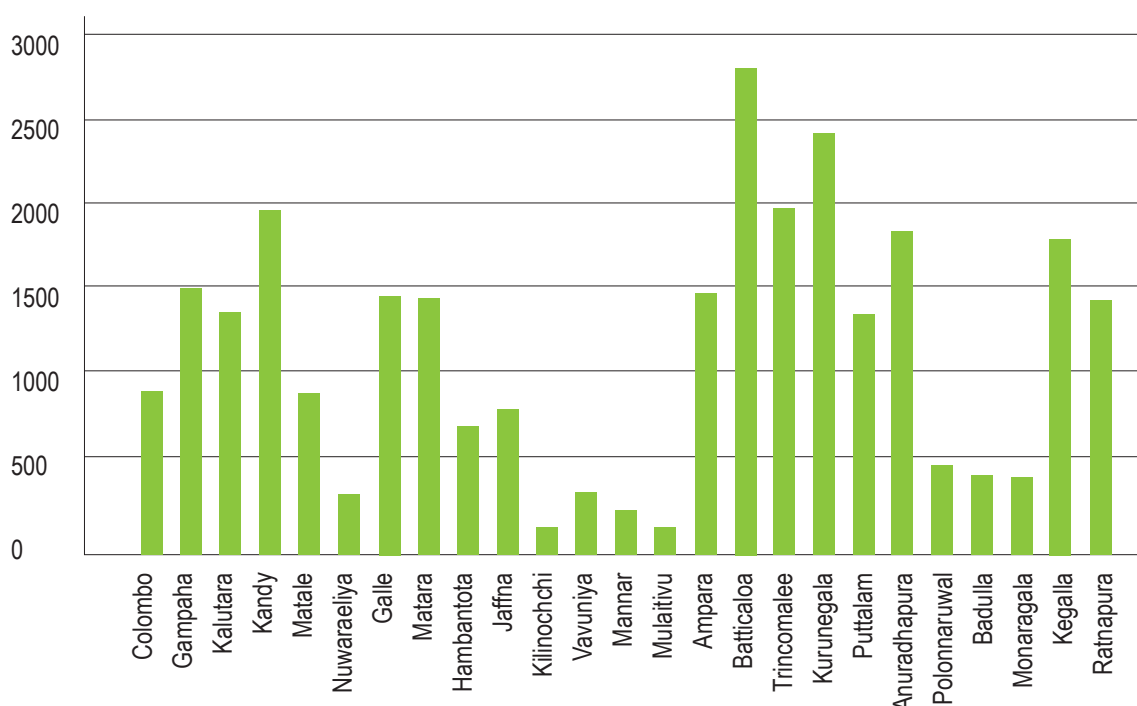
Photograph 2.1

Meeting with ambassador of Saudi Arabia



Photograph 2.2 Launching progress report of the LEED+ project by the International Labour Organization

No of families registered under "Shramika Surakuma"



Graph 2.1 Registration under "Shramika Surakuma"

- **Preparing and implementing Family Development Plans & Care Plans**

Under the supervision and guidance of Development Officers attached to the Divisional Secretariats, 4,462 family development plans and 793 care plans have been prepared targeting migrant families registered under the 'Shramika Surakum' programme.

In addition, Development Officers deployed at the Divisional Secretary Division level refer children of migrant worker families to educational scholarship programmes and persons with disabilities to self employment loan and housing loan schemes implemented by the SLBFE. Further members of migrant worker families are offered vocational training and refer them medical clinics.

Family development plans and care plans

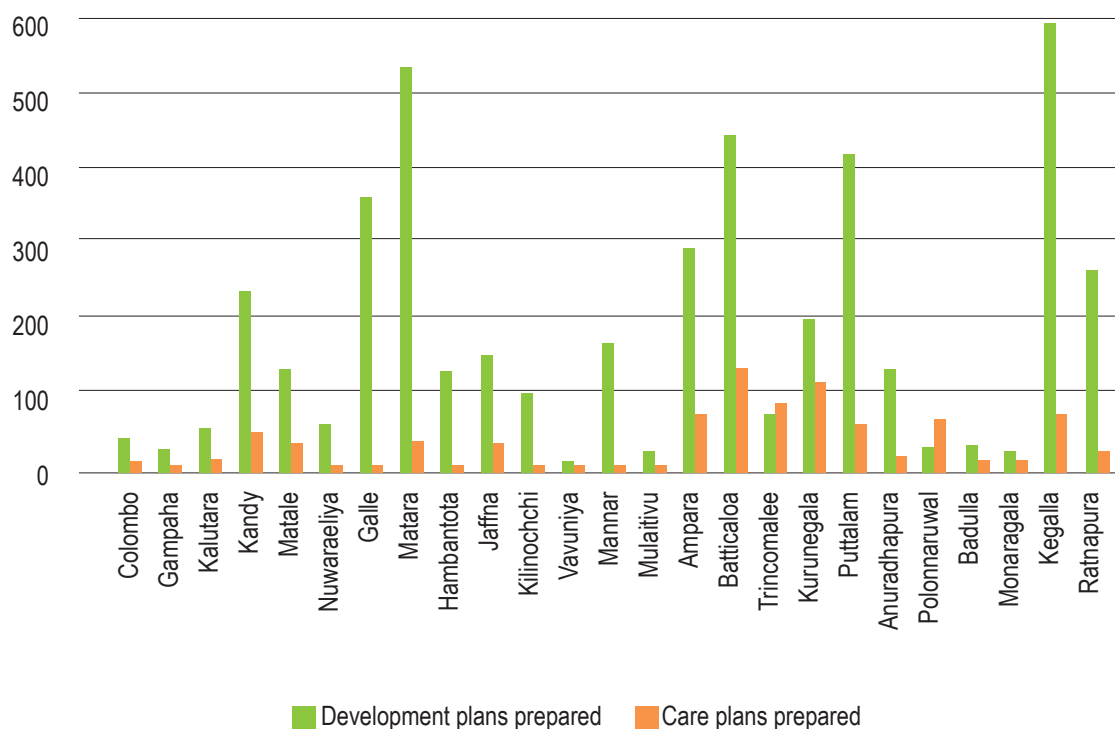


Chart 2.2

Family development plans and care plans prepared

• Conducting awareness programmes

Development Officers attached to this Ministry implement awareness programmes at the divisional level targeting the migrant community and 5,340 awareness programmes had been conducted island-wide covering the following areas.

- Safe migration
- Reintegration programme
- Development self employment skills and career guidance
- Safety of children
- Drug prevention
- Awareness on preventing gender based violence
- Awareness on not becoming a victim of human smuggling

• Socioeconomic empowerment of persons who have returned to the

country either at the end of their foreign employment or due to Covid-19 pandemic situation

- I. The identification of persons who have returned to the country in the year 2021 having completed their foreign employment and expected to be engaged in self employment or other forms of income generation was carried out by Development Officers (Foreign Employment) attached to District and Divisional Secretariats . Thus, based on the information received, 228 training programmes for providing knowledge required for implementing self employment projects and entrepreneurial knowledge were conducted using local funds amounting to Rs, 1.55 million.

Out of the beneficiaries who participated in these training programmes, 730

personnel who were in need of equipment to carry out self employment were identified and their information was conveyed to the SLBFE to include them in the programme being implemented by the Bureau to provide self-employment equipment.

- II. Recognizing the need for a strategic intervention for migrant workers who either lost their employment or encountered various issues due to the Covid-19 pandemic situation, the Ministry of Labour and Foreign Employment in partnership with the International Organization for Migration (IOM) and International Labour Organization formulated a Covid-19 response plan for migrant workers. The Ministry sought support from multiple partners for the implementation of this plan.

Consequently, a special project with 20 programmes were implemented in 09 districts with the intervention of the IOM and ILO and the financial assistance of the government of Japan. Under this project 05 sewing centres, 01 programme on mushroom cultivation, 01 programme of carpentry, 01 programme on coir industry and 01 programme on manufacturing organic fertilizer have been completed and vested in the community. The total value of the projects completed was Rs. 42.8 million and activities of the remaining projects are in the final stage.

- **Providing services to members of migrant worker families expecting to take up self employment / livelihood projects**

After identifying members of migrant workers registered under “Shramika Surakuma” programme who are willing to be involved in self-employment/ livelihood projects utilizing the money remitted to the country by the migrant

worker, awareness programmes targeting them were conducted. Details of 1,170 members of migrant workers’ families have been received. Based on such information, 66 programmes were conducted amalgamating Divisional Secretary Divisions at the district level and at the Divisional Secretary Division level during the year for 1,442 beneficiaries at a cost of Rs. 460,294.00.

- **Extending assistance for children of migrant workers’ families who have completed school education to receive technical or vocational training**

Data and information was collected at the Divisional Secretariat level in order to assist children of migrant worker families with economic difficulties who aspire to pursue technical or vocational education with the objective of finding employment locally or in a foreign country.

As of now, information of 374 children has been received in respect of 05 districts (Hambantota, Nuwaraeliya, Puttalam, Polonnaruwa and Ratnapura) and the information so received was relayed to vocational training institutes under the purview of the Ministry of Education and the SLBFE with a request to accommodate them in training programmes conducted by those institutions and additionally, it was notified to identify children interested in following vocational training at the Divisional Secretary Division level and communicate such information too to the Ministry.

2. Programmes implemented by Sri Lanka Bureau of Foreign Employment (SLBFE)

The SLBFE is the foremost regulatory authority in Sri Lanka on labour migration. It is an entity with broad scope established under a legal framework for the regulation of labour migration process ensuring that migration under the

dignity, safety and equality of potential migrant Sri Lankan workers.

The SLBFE implements its mandate in all three stages of the foreign employment process, i.e. pre-migration stage (taking decisions, receiving pre-migration training and departure), employment stage (covering the employed workers and their family members) and the

returning and reintegration stage (including reintegration, recognition and appreciation) for protecting and empowering migrant workers and their family members. SLBFE strives to achieve these objectives through its operational process.

- **Welfare activities being implemented for migrant workers**

Table 2.1 Welfare programmes implemented for migrant workers-SLBFE

	Description	Number	Amount (Rs. Mn)
01	Payment of insurance premia for migrant workers	338,500	527.04
02	Payment of insurance compensation for migrant workers (including expenditure for bringing back, medical expenses and compensation for deaths)	551	111.69
03	Providing food, transport facilities, accommodation and medical treatment for migrant workers in need of help	2,983	2.53
04	Bringing back migrant workers who have been subjected to various difficulties to the country. By Employee welfare Fund Through insurance coverage Other sources (NGOs)	03 15 1,623	1.66
05	Provision of relief under Employee Welfare Fund	66	14.02
06	Providing required equipment/ materials to workers for improving existing self-employment (Maximum of Rs. 25,000 for each)	44	1.07
07	Assistance for medical treatment to migrant workers and their family members	17	0.93
08	Distribution of school equipment for children of migrant workers	1,604	7.68
09	Offering necessary assistance to needy children of migrant workers	11	0.63
10	Extending financial & technical support for the construction / renovation of houses of disabled migrant workers to suit their disability	06	2.24
11	Providing relief on behalf of migrant workers who passed away in foreign countries - Assisting in bringing back bodies through employee welfare fund - Bearing expenses for funeral activities	Bodies have not been brought to the country at the expense of Bureau 217	8.79

	Payment of pension for migrant workers	
12	- No. of migrant workers applied for obtaining pension contribution	3,374
	- No. of migrant workers who are eligible for pension	05

Source: Welfare Division / Mediation Division / Airport Unit / Reintegration Division / Foreign Relationship Division - SLBFE

- Awarding scholarships to children of migrant workers**

Table 2.2 Awarding scholarships to children of migrant workers - SLBFE

	Description	No of students received benefits	Expenditure
1	Students who passed Grade 5 scholarship	21	0,42
2	Students who passed GCE (O.L)	69	1,725
3	Students who passed GCE (A.L)	32	1,12
	Total	122	3,265

Source: Welfare Division, SLBFE

- Conducting training programmes**

Table 2.3 Conducting training programmes - SLBFE

Programme	No. of programmes held	No. of persons
Housekeeping Assistant of domestic sector - Middle East	556	27,923
Housekeeping Assistant training of domestic sector for East Asian and European countries	37	1,426
Attendant training (NVQ Level III))	74	4,497
Housekeeping training programme in domestic sector (IFE)	57	1,398
Training for workers leaving for non-domestic employment	1,621	46,051
Pre-migration training - South Korea	44	1,468
Pre-migration training - Japan Technical Internship Training Course	6	50
Special language training (Japanese)	88	3,488
Special language training (English)	42	1,978

Source: Training (domestic) division/ training (industrial & institutional) division- SLBFE

- Introduction of a mobile phone application for facilitating migrant workers to submit their complaints to the Bureau and inspect the progress thereof.

2.2.5 Administration and regulation of foreign employment sector

Table 2.4

Issuing licenses to licensed foreign employment agencies, foreign employment orders and registration for foreign employment

Description		Number
Issuing licenses for foreign employment agencies	No. of new licenses issued	111
	No of licenses renewed (annual renewals)	1,269
Registration / renewal of employment agencies and companies in foreign countries that recruit Sri Lankans	No. of employment agencies / companies in host countries registered/ license renewed	1,324
Granting approval for foreign job orders and notices submitted by the Foreign Employment Agencies	No. of job orders approved	3,146
	No. of notices approved	1,004
Registration for foreign employment	No. of approvals granted to licensed foreign employment agencies to recruit Sri Lankans for foreign job vacancies and sending them abroad	122,146
	No of migrant workers registered to leave for foreign employment through private channels	101,713
	No. of migrant workers registered through SLBFE for employment in South Korea, Japan and Israel	6,998
	No of migrant workers who renewed registration to leave for foreign employment through private channels	72,449
	No. of migrant workers who registered through diplomatic missions in foreign countries	3,470
	No. of migrant workers who renewed registration through diplomatic missions in foreign countries	6,068

Table 2.5

Instituting legal action against licensed employment agencies/ other parties which are not licensees

Description	Number
No of investigations conducted	1,336
No. of complaints received	921
No of successful raids in respect of illegal recruitments	25
No. of cases filed in courts against licensed/non-licensed parties for violation of laws	137
No. of times appeared in courts/ labour tribunal for cases filed against licensed/non-licensed parties for violation of laws	4,121

Source: Special Investigations Division / Legal Division – SLBFE

2.2.6 Advancement of the foreign employment sector

1. Registration in the online job bank

Facilities have been made available for people expecting foreign employment opportunities to register in the online job bank maintained by the SLBFE. Foreign employment aspirants can

register personally through the website of the Bureau or through the Head Office or Provincial Offices. Such registration is valid for a maximum period of two years from the date on which the application was submitted to the job bank. The job Bank facilitates foreign employees and licensed foreign employment agencies to find suitable candidates for foreign employment opportunities.

Table 2.6

Registration of job aspirants through the job bank -SLBFE

Description	Number
No of job aspirants registered	41,568
Out of the registered applicants, the number migrated for employment	5,881

Source: Manpower Supply & Clients Division -SLBFE

2. **Conducting foreign job fair programmes of the district and divisional levels with the participation of licensed foreign employment agencies for the promotion of foreign employment amongst Sri Lankans.**
3. **Raising awareness on lawful and safe migration for foreign employment among potential foreign employment applicants and vocational trainees with the assistance of Divisional Secretariats, vocational training institutes, technical colleges is conducted by regional offices of the Bureau.**
4. **Organizing the conduct of interviews at the divisional and district level for facilitating opportunities for foreign employment received by licensed foreign employment recruitment for foreign employment aspirants identified at various foreign employment promotion programmes is conducted by regional offices of the Bureau.**
5. **Entering into agreements to secure employment opportunities with countries having potential for higher level of earnings for migrant workers. (Eg: South Korea, Japan, Israel)**
6. **Simplifying the procedure for recruitment of foreign jobseekers by licensed foreign employment agencies and registration for foreign employment through workers own channels.**
7. **The SLBBFE in collaboration with the Department of Immigration & Emigration**

established a special counter at the Department of Immigration & Emigration to enable migrant workers to obtain passports without delay.

2.2.7 Securing industrial Peace for economic development

Since the vision of the **Department of Labour** is a country with a lasting industrial peace for an internationally competitive economy, maintaining industrial peace is the fundamental and all-important function of the Department.

For this purpose, the Department discharges several key functions, namely the maintaining of a dialogue between employers and employees, inspection of workplaces, settling issues regarding the denial of statutory rights, resolving industrial disputes, ensuring workplaces are free of accidents and constituting legal actions for the protection of occupational rights of workers.

1. Maintaining a dialogue between the two parties- the employer and the employee

For fostering productivity and efficiency of semi-government and private sector institutions scattered across the country, the Department of Labour organized and conducted awareness programmes for both parties, i.e. employers and employees of those sectors as well as for officials of the public sector institutions who need to be aware of labour legislations in discharging their duties.

Table 2.7

Awareness programmes conducted from 01.01.2022 to 31.12.2022 - DOL

Nature of the programme		Name of the programme	No. of programmes conducted	No. of beneficiaries participated
Promoting Dialogue	Social	Social dialogue promotion programmes conducted by Human Resources Development Division	167	9,489
		Social dialogue promotion programmes conducted by district and sub-labour offices	51	1,904
		Zonal social platform programmes (Through zoom technology)	11	1,100 (approximately)
Promoting Safety	Industrial	Awareness programmes and lectures conducted regionally by District Factory Inspector Engineering Offices	107	4,370
Promoting Occupational Health		Awareness programmes conducted by the Occupational Hygiene Division for employers, employees and medical students	289	2,380
Protecting Occupational Rights of Women and Young Persons and Eliminating Child Labour		Awareness programmes on labour laws applicable to women and children for female employees of the private sector	16	716
		Programme for coordinating probation officers, labour officers and police officers on child labour	04	180
		Awareness programmes for Child Development Officers of all Divisional Secretariats, office bearers of children's societies, Child Right Promotion Officers, officers of School Child Protection Committees and Grama Niladharis	52	2,600
Total			697	21,639

2. Conducting labour inspections

Details of inspections conducted by the officers of the Department of Labour during the year 2022 to examine whether the rules and regulations imposed for the protection of

statutory rights of workers in the place of work are complied with and take necessary action to redress grievances and pave the way for the establishment of cordial relationships between employers and employees are given below.

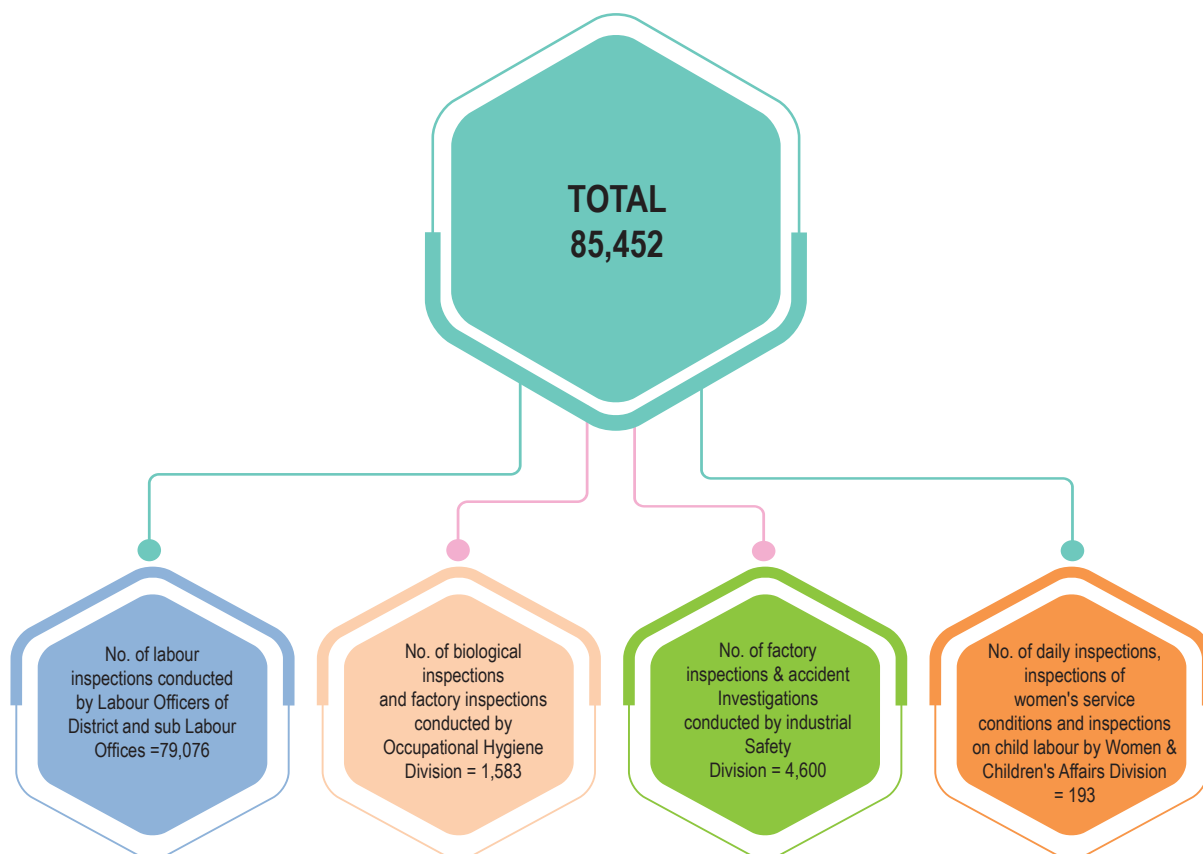


Figure 2.1

Labour inspections conducted in the year 2022

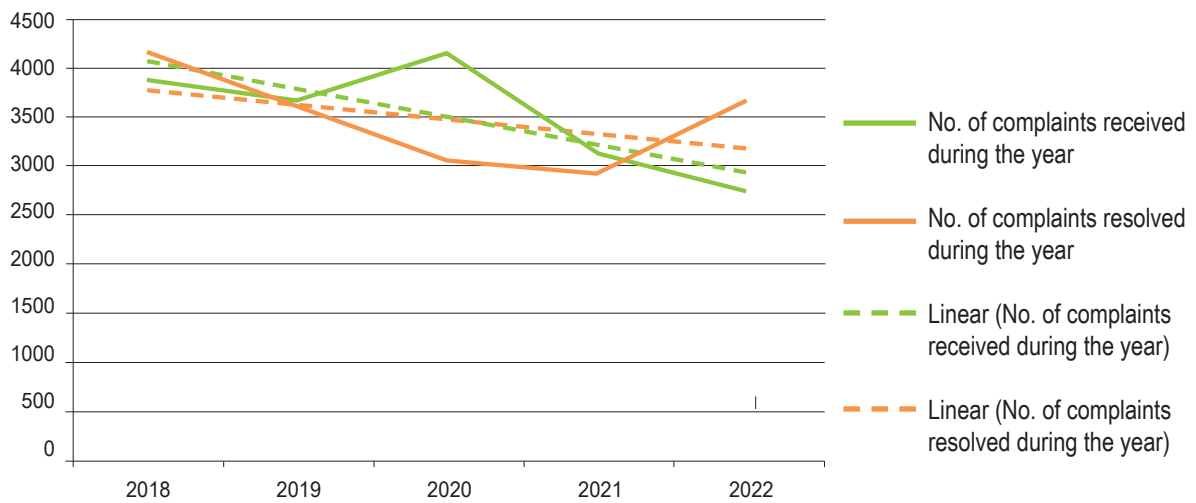
Necessary measures were taken in the year 2022 to amend the labour inspection reports with the objective of obtaining more comprehensive information provided through labour inspection reports subsequent to the conduct of inspections by Labour Officers of district and sub-Labour offices and improving their quality. After printing a sufficient number of amended forms, they are expected to be used for inspection purposes from the year 2023.

3. Resolving complaints on the violation of statutory entitlements and resolving

industrial disputes

Action was taken to resolve complaints received regarding the violation of statutory laws and potential breaches in industrial peace lodged with the head office, district offices and sub offices by employees or trade unions. Similarly, requests made to the Commissioner General of Labour for a formal inquiry by persons who were not satisfied with an investigation into complaints or an institutional inquiry conducted by a division of the Department or a labour office were reinvestigated as per requirements.

Receipts and settlements of complaints on violation of statutory entitlements from 2018 to 2022

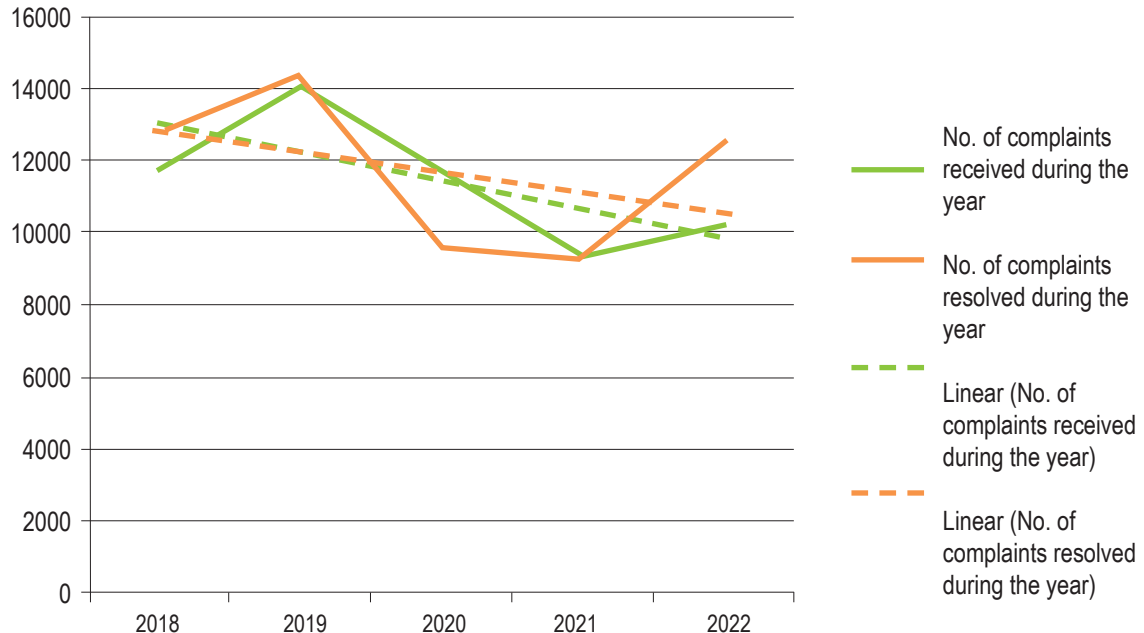


Graph 2.3

Receipts and settlements of complaints on violation of statutory entitlements from 2018 - 2022

Note – Settlements complaints received during the year and settlement of complaints unresolved in previous years are included in this.

Receipts and settlements of industrial disputes from 2018 to 2022



Graph 2.4

Receipts and settlements of industrial disputes from 2018 to 2022

Note – Settlements of petitions received during the year and settlement of complaints unresolved in previous years are included in this.

As evidenced from the above graphs, there

is declining trend in the receipt of complaints received in respect industrial disputes and violation of statutory entitlements. It is observed that the decline in the number of disputes and receipts of complaints is a result of the promotion

of social dialogue between employers and employees due to the qualitative and quantitative improvement in diverse awareness programmes conducted by the Department of Labour.

A Standard Operating Procedure (SOP) in settlement/ resolution of labour complaints/ disputes was formulated for regularizing and expediting the settlement of complaints/ petitions received by the Department of Labour. From

November 2021, all labour offices employed this for the speedy settlement of complaints.

4. Interventions to settle strikes

No sooner a situation that could possibly lead to a strike action is observed, the officials of the Department take action to contain the situation and if a strike is launched, necessary interventions are made to resolve the dispute. Details of strikes reported during the year of 2022 are as follows.



Figure 2.2 Details of strikes reported in the year 2022

5. Encouraging the two parties of employers and employees for collective agreements

By entering into collective agreements as a means of settlement of industrial disputes, a more permanent solution is offered to both the employer and the employee and they enable employees to secure greater privileges than the rights and privileges conferred through labour legislations. Similarly, the Department endeavours to make a greater inducement through social dialogue to move towards collective agreements. Accordingly, the total number of collective agreements in force as at 31.12.2022, including the 23 collective agreements published in the gazette during the year 2022 was 194.

6. Conducting arbitration activities

Disputes which cannot be resolved with the intervention of labour offices or with the direct

involvement of the Industrial Relations Division of the Department are referred to arbitration of to an industrial court and in the year 2022, there had been 93 references for compulsory arbitration and the number of awards issued was 93.

7. Registration of trade unions

It is compulsory for all trade unions to register with the Trade Union Registrar of the Department of Labour. Accordingly, the total number of trade unions registered in the Department in the year 2022 was 143. The total number of valid trade unions as at 31.12.2022 was 2,053.

2.2.8 Protecting and promoting labour standards

Formulating and updating and giving legal effect to policies, standards and conditions of work in order to ensure welfare and job security of the workers

employed by the private sector is a foremost process of the Department. Accordingly, the following activities have been conducted in the year 2022.

1. Updating minimum wages of Wages Boards

Table 2.8 Updating minimum wages of Wages Boards

S.No	Wages Board	First meeting has been held	Objections have been called	Wages have been amended
01	Building Trade		✓	
02	Bakery Trade			✓
03	Coir Mattress and Fiber Export Trade			✓
04	Dress Making Trade		✓	
05	Hosiery Manufacturing Trade	✓		
06	Ceramic Products Manufacturing Trade		✓	
07	Quarry and Mining Trade		✓	
08	Cinnamon Trade		✓	
09	Motor Transport Trade		✓	
10	Cinema Trade		✓	
11	Naval Transport and Operational Services Trade			✓
12	Batik Trade			✓
13	Preschool Service Trade			✓
14	Beedi Manufacturing Trade			✓
15	Flowers, Ornamental Plants, Vegetables and Fruits Growing and Export Trade			✓

2. Granting approval for 05-day work week

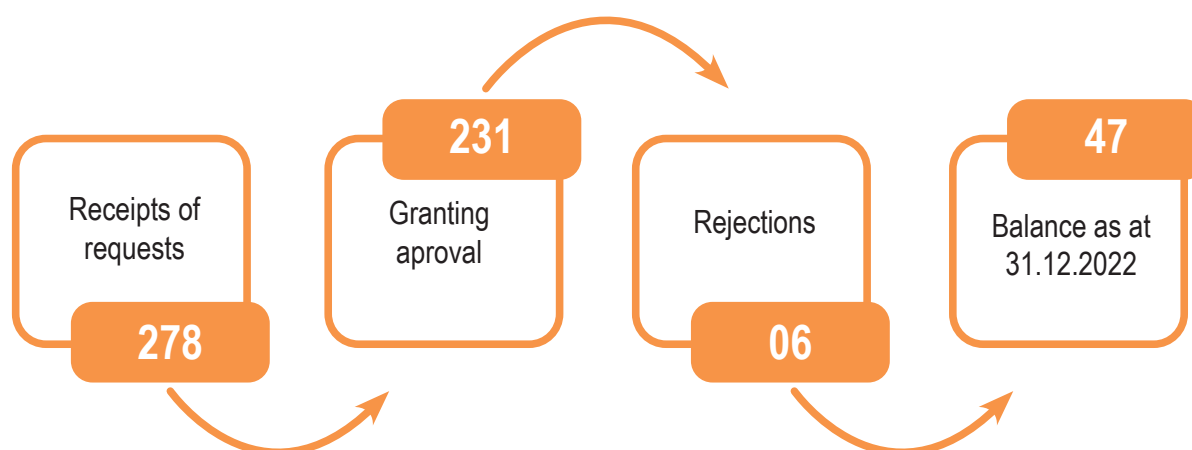


Figure 2.3 Granting approval for 05-day work week

3. Examining the legal validity of collective agreements

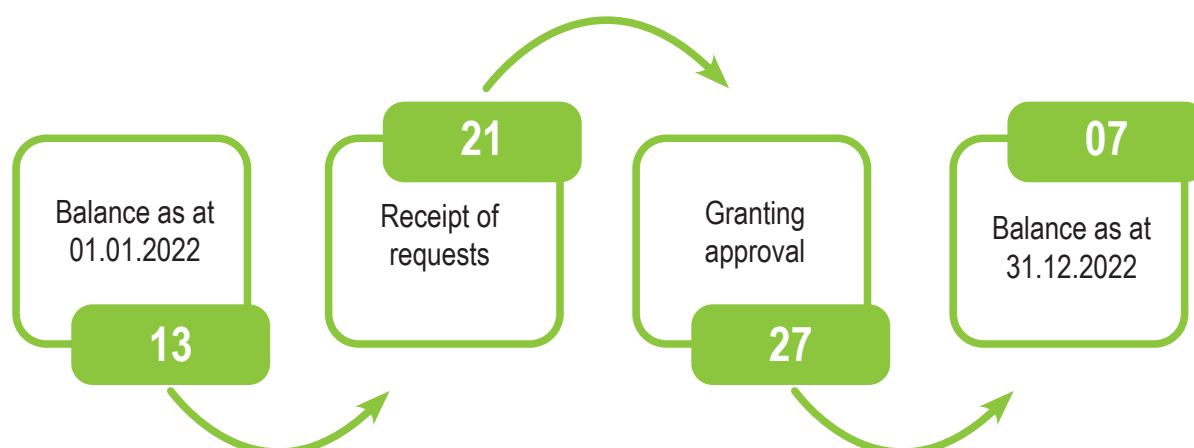


Figure 2.4 Examining the legal validity of collective agreements

4. Granting approval for requests made for deductions from salary under the Wages Board Ordinance and Shops and Office Employees Act

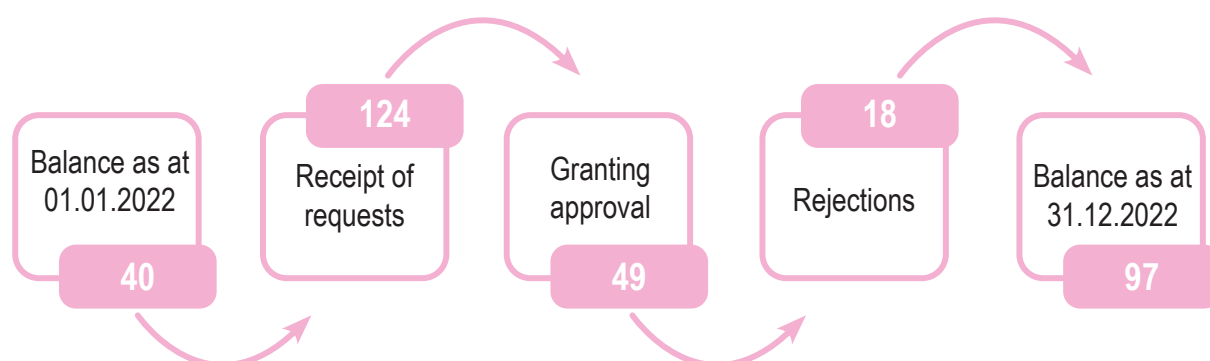


Figure 2.5 Granting approval for requests made for deductions from salary

5. Granting approval for requests received for the establishment of penalties under the Wages Boards Ordinance and Shops and Office Employees' Act

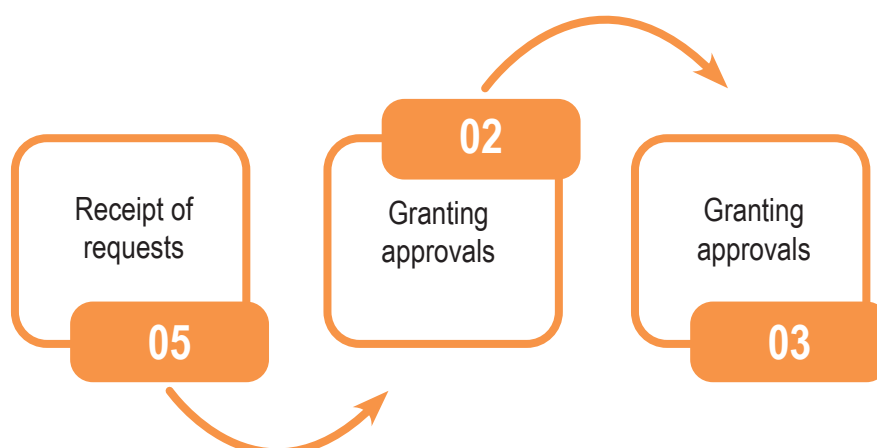


Figure 2.6 Granting approval for requests received for the establishment of penalties

6. Submitting explanations and interpretations for inquiries made by people and various institutions about enactments

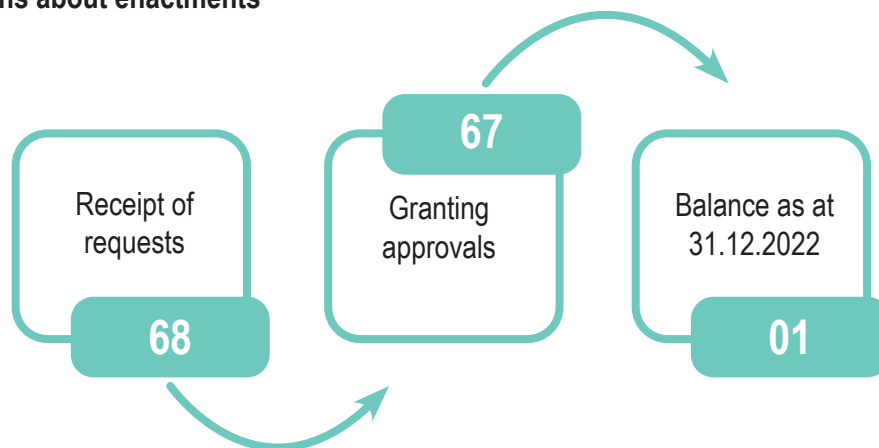


Figure 2.7

Submitting explanations and interpretations for inquiries made by people and various institutions about enactments

2.2.9 Ensuring decent work environment for occupational safety of the employee

The danger of physical injuries and even death exists for workers in factories due to electricity, heat, air pressure, excessive light or sound and minimizing such accidents is one of the primary responsibilities of the Department. The main legal tool relevant

to the occupational safety, health and welfare of workers employed by factories of Sri Lanka is the Factories Ordinance No, 45 of 1942 and regulations passed thereunder.

The Department of Labour mainly carried out the following activities for ensuring an accident free work environment.

Activities for ensuring an accident free work environment



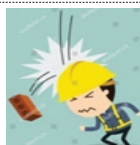
Number of factories commenced anew in the year 2022 = 881
Total number of factories in operation as at 31.12.2022 = 33,056
(During the year 2022, 1,261 factories were registered as per new regulations and the total number of factories registered as at 31.12.2022 as per new regulations was 3,222)



No. of building plans checked and approved = 275



No of factories inspected = 3,274



No. of fetal accidents reported = 66
No. of non-fetal accidents reported = 260



No. of inspections/regulations of high risk machinery = 11,669

Figure 2.8

Factory inspecting activities - 2022

2.2.10 Activities carried out for ensuring occupational health of employee

It is the responsibility of the Department of Labour to assess using scientific methods whether there is a possibility of health issues or accidents

in a workplace to ensure health safety of work places and create awareness on the measures that can be adopted to prevent such accidents. Accordingly, the following activities were carried out from 01.01.2022 to 31.12.2022.

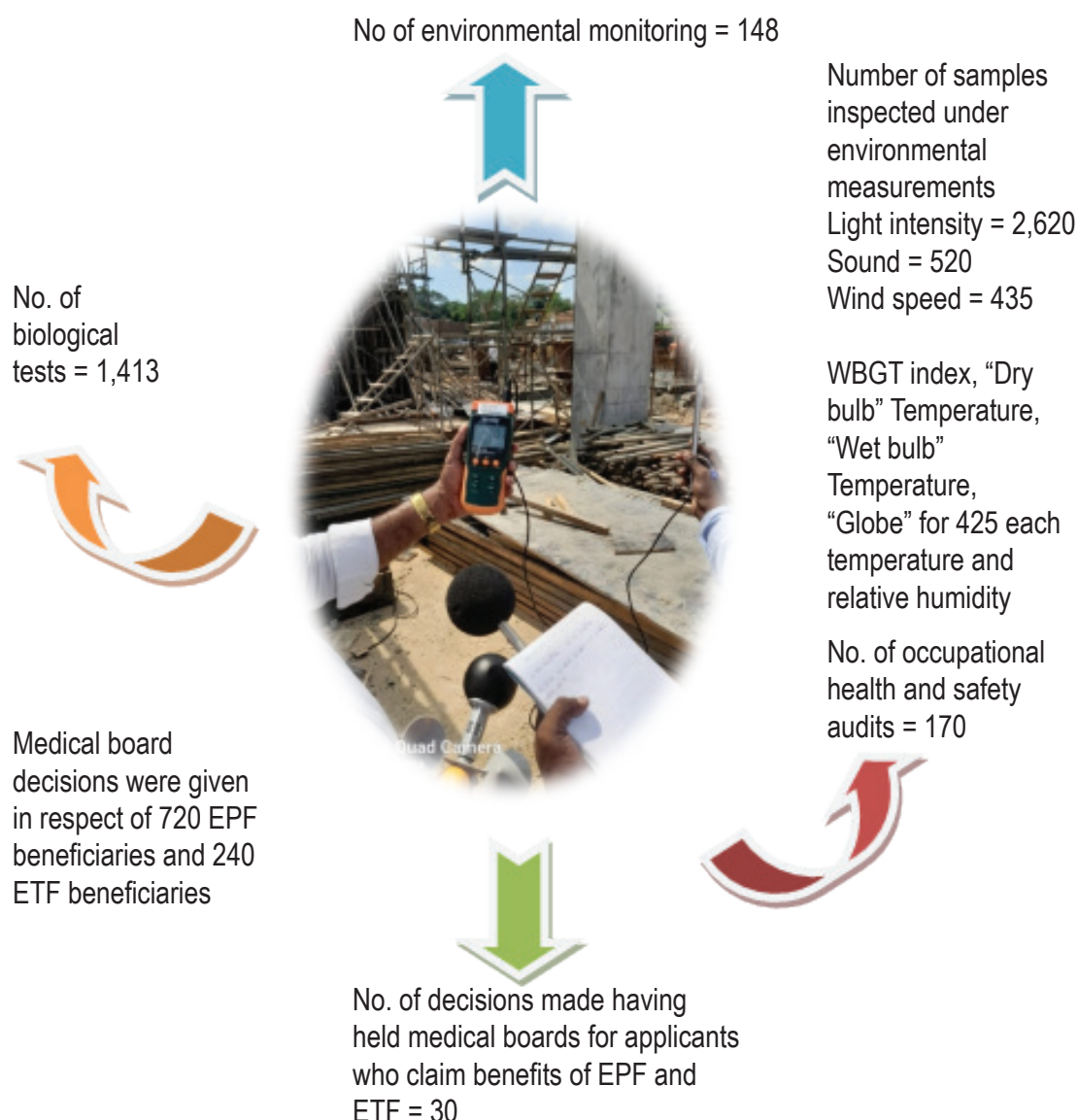


Figure 2.9

Activities conducted for ensuring occupational health

2.2.11 Safeguarding the occupational rights of employed women and young persons and eradicating child labour

One of the primary responsibilities of the Department is to promote productive contribution of women's labour by enforcing labour laws covering women at workplaces and recommend necessary amendments to such laws by reviewing them periodically.

Similarly, eradicating child labour with the contribution of all stakeholders, enforcing labour legislation applicable to children less than 18 years of age and recommending amendments to existing laws to be compatible with prevailing social issues too are key responsibilities of this Department.

Accordingly, the following activities were carried out from 01.01.2022 to 31.12.2022

1. Conducting investigations in complaints on child labour

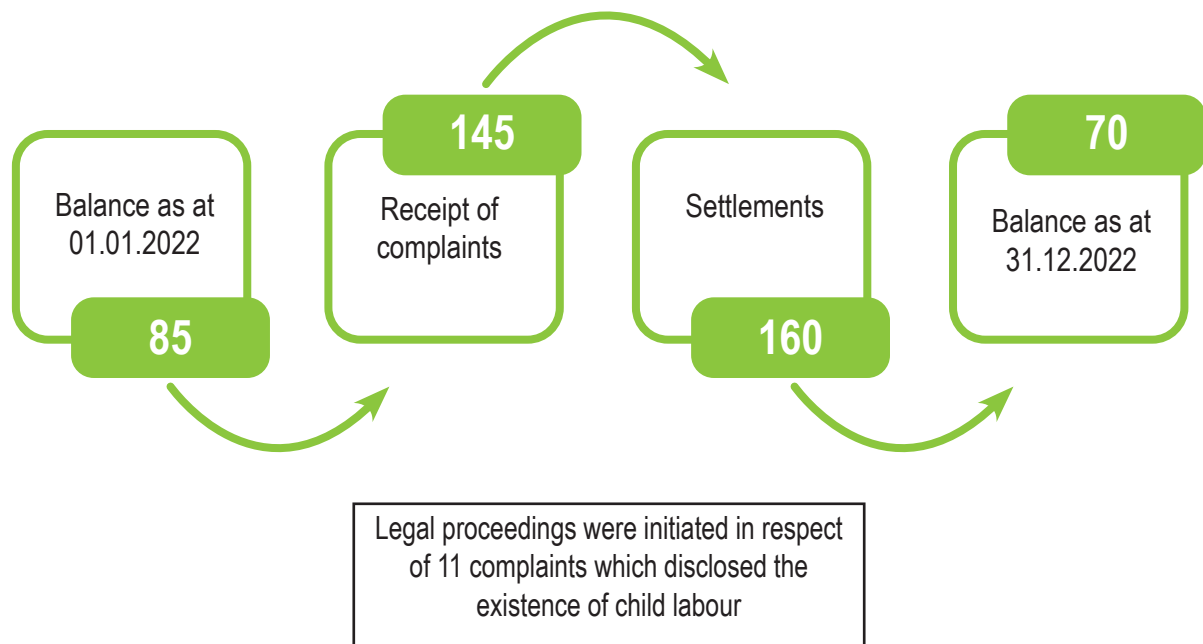


Figure 2.10 Investigations into complaints on child labour

2. Investigations into complaints regarding violation of service conditions applicable to the employment of women at night

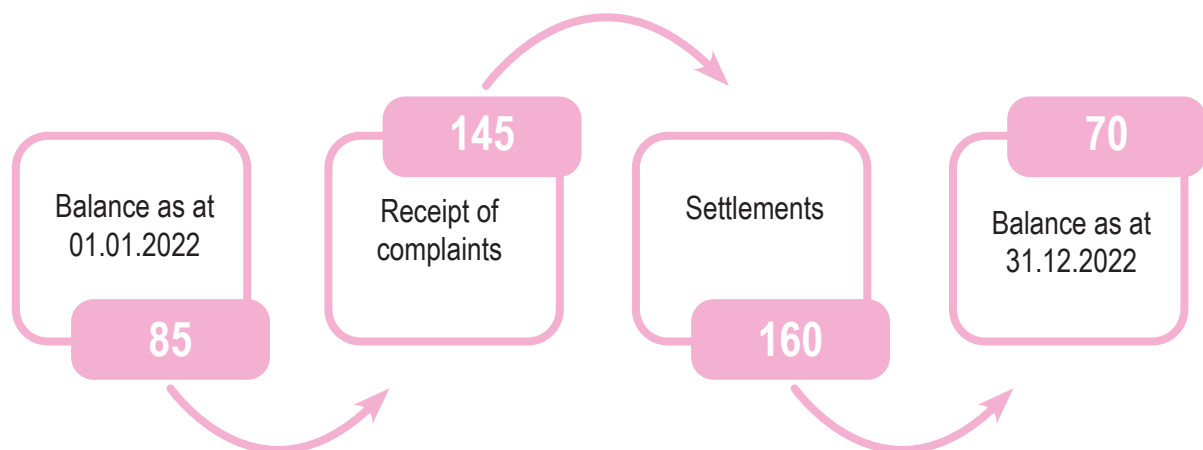


Figure 2.11 Investigations into complaints on the contravention of conditions relevant to the employment of women at night

3. Granting approval for employing women at night

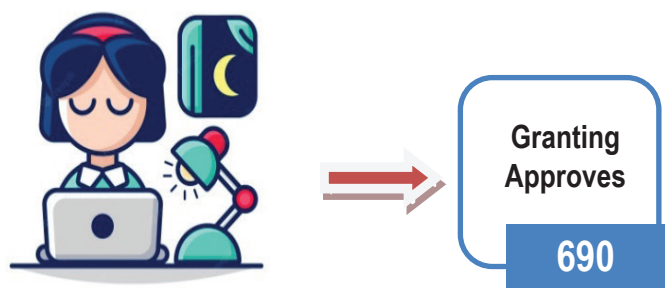


Figure 2.12 Granting approval for employing women at night - 2022

4. Appointing committees and preparing action plans for Gampaha, Kalutara, Badulla and Galle Districts for the declaration of such districts as child labour free zones

Having conducted divisional committee meetings for the districts of Gampaha, Badulla and Gampaha Districts, preliminary discussions were held on the formulation of the action plan. Thereafter, gathering information of children less than 18 years old in the district through Divisional Secretariats was carried out as the 2nd stage. Further, the formulation of Child Development Plans for the districts of Galle, Badulla and Gampaha has been finalized. Accordingly, workshops were conducted in 17 out of 22 Divisional Secretariats in Galle district, in all 15 Divisional Secretariats in Badulla district and in

03 out of 13 Divisional Secretariats in Gampaha district. The preliminary discussion for the Kalutara district has been conducted and future activities will be carried out accordingly.

5. Improving safety of children of families subjected to child labour or vulnerable to child labour

In terms of the Memorandum of Understanding entered into with Maliban Biscuit Manufactories by the Department of Labour, a programme was implemented as a preliminary step of the project for providing required equipment and financial assistance through “Nidahase Ran Daruwo Fund” for uplifting economy of 50 selected families with children subjected to child labour or vulnerable to child labour from across the country with the aim of ensuring their future safety.

Table 2.9 Providing benefits for children of selected families with economic hardships

Programme	District in which the programme was implemented	Mo. of families provided with benefits
First	Matara	4 families
Second	Anuradhapura	6 families
	Polonnaruwa	
Third	Colombo	4 families
Fourth	Kurunegala	5 families
Fifth	Ratnapura	2 families

Accordingly, benefits were offered to 21 children of school going age subjected to child labour or vulnerable to child labour in the year 2022

and a scholarship to the value of Rs. 7,500.00 per month was awarded to the 21 children thus ensuring the continuity of their education.

6. Commemoration of International Children's Day

The international Children's Day programme was held in collaboration with Maliban Gold Marie "Nidhahase Ran Daruwo" fund at the new auditorium of 'Mehewara Piyasa' building on 06.10.2022 under the patronage of the Minister of Labour and Foreign Employment Hom. Manusha Nanayakkara.

Similarly, concurrent to International Children's Day, a programme for the distribution of school equipment/ sets of books among 28 children of the Kalutara district was held on 07.10.2022 at the office of Western Province II Deputy Commissioner of Labour and a programme for the distribution of school equipment/ sets of books among 25 children of the Gampaha district was held on 08.10.2022 at the auditorium of the Gampaha District Secretariat.

In addition, the Sinhala medium documentary titled "When flower buds are weeping – Let's eradicate child labour" was telecast on National Television at 7.30 p.m. on 02.10.2022 and the Tamil medium programme was telecast over Channel Eye at 2.00 p.m. on 01.10.2022.

2.2.12 Social security of employees

The Employees' Provident Fund, established by the Employees' Provident Fund Act No. 15 of 1958 with the principle objective of ensuring a secured retirement for the country's workforce in the semi-government and private sectors is

administered by the Department of Labour. The fund is administered by the Department of Labour and the Monetary Board of the Central Bank is in charge of the management of its funds. The role expected to be performed under this Act, which was subjected to amendments from time to time is as follows.

- Registration of institutions for the Employees' Provident Fund
- Registration of members for the Employees' Provident Fund
- Recovering contributions from employers who default the contributions
- Issuing payment orders for the payment of benefits to employees
- Monitoring the approved provident funds.

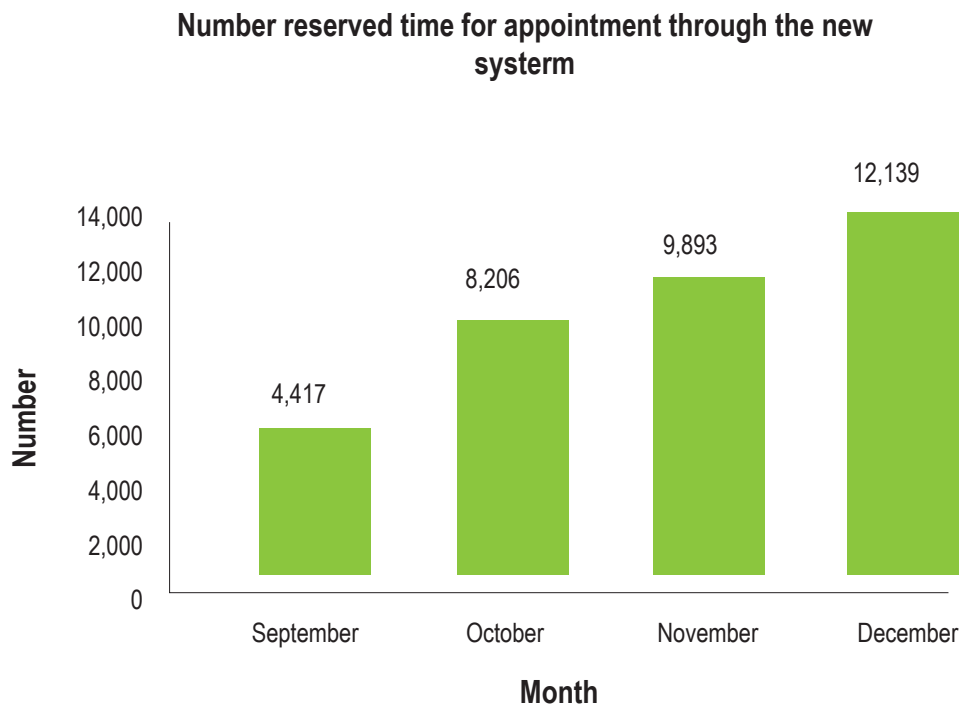
1. Registration of institutions and members in Employees' Provident Fund

All employers covered by the Employees' Provident Fund Act are required to register in the Fund. Allocating membership numbers to all employees covered under the EPF Act and register them in the Fund is a responsibility of the employer and the process is monitored by the Department of Labour.

Accordingly, the Department of Labour introduced the EPF Appointment Management System for reserving a time for handing over EPF applications with effect from 01.09.2022 thus facilitating the activities of clients visiting the Department for employee registration.

Graph 2.5

No. of employees who reserved appointments through the EPF Appointment Management System to hand over EPF applications-From September

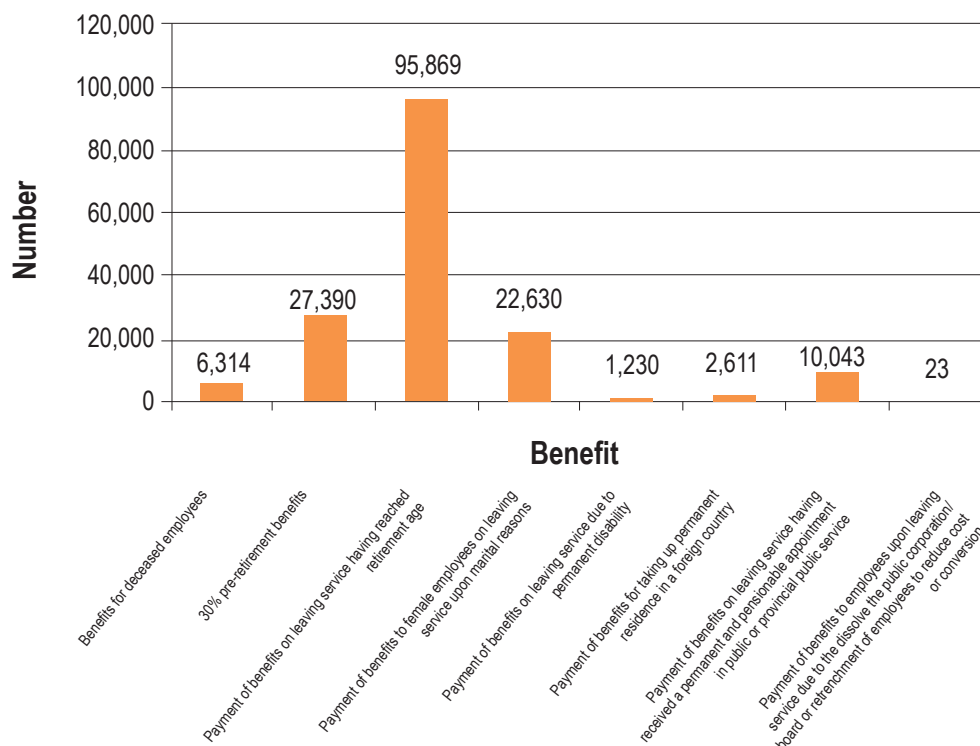


2. Payment of benefits of EPF

The total number of beneficiaries who received

benefits of the EPF from 01.01.2022 to 31.12.2022 was 166,110 and the classification thereof is depicted in the following graph.

No. who received benefits of EPF from 01.01.2022 to 31.12.2022

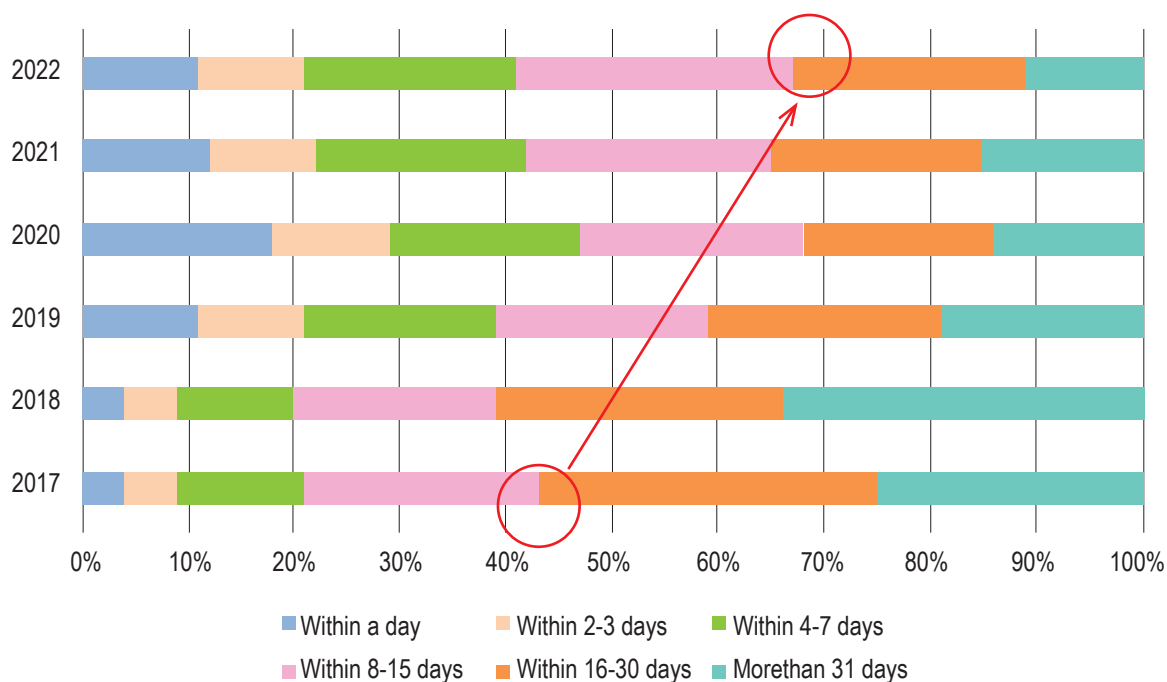
**Graph 2.6**

No. of beneficiaries who received benefits of EPF from 01.01.2022 to 31.12.2022

On the back of measures adopted by the Department of Labour during the past six years for optimizing the benefit payment activities of EPF, a gradual progress is evident in the EPF payment activities for employees and the

percentage of persons for whom benefits were paid within 14 days by the end of the quarter as compared to 2017 has recorded an increase to 66% from 43%. Accordingly, the efficiency of the payment of benefits has increased.

Time taken for the payment of benefits of EPF - From year 2017 to year 2022



Graph 2.7

Time taken for the payment of benefits of EPF – From 2017 to third quarter of 2022

Sending notices to employees who default contributions

First notices and red notices are issued for employees who fail to make contributions as

stipulated and if such notices are not properly responded to, action is taken to constitute legal action and recover the contributions together with the surcharge and account them.

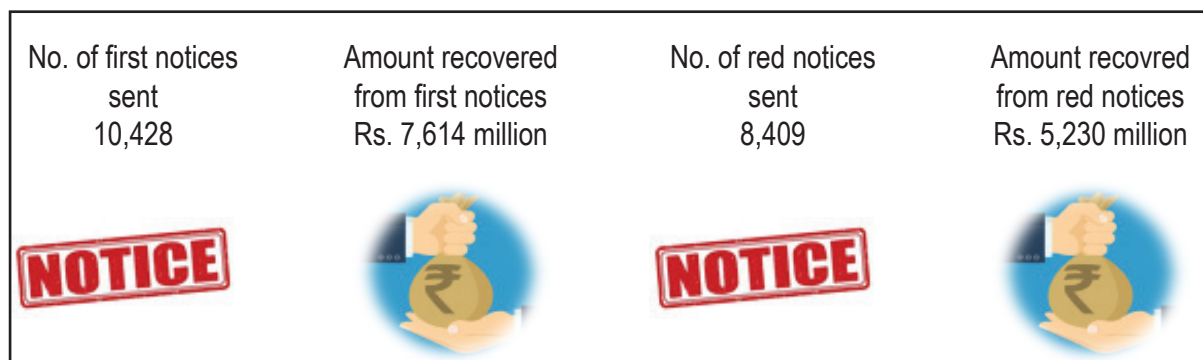


Figure 2.13

Progress of sending notices from 01.01.2022 to 30.09.2022

3. Supervision of approved Provident Funds

There are 117 institutions with approved provident funds registered under the EPF as at 31.12.2022 with a total membership of 88,627.

2.2.13 Legal protection for safeguarding the occupational rights of employee

The Department enforces a host of legislation for

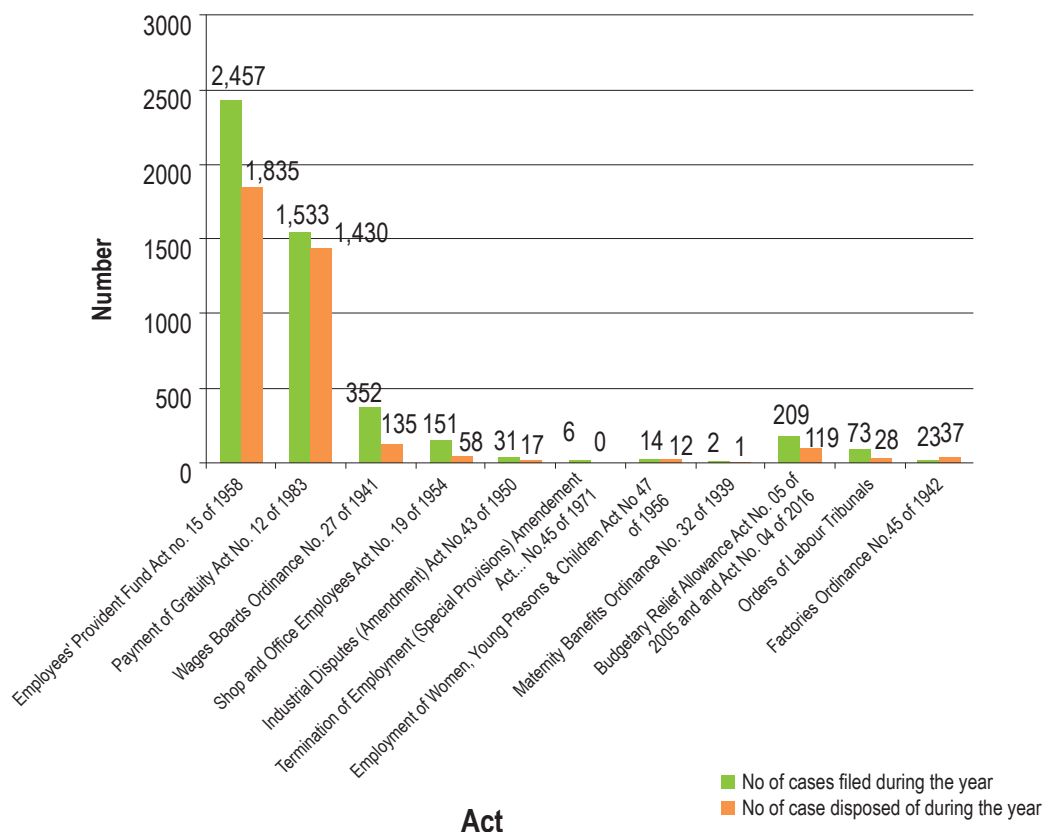
the protection of occupational rights of workmen. Accordingly, in order to ensure the uniform execution of the provisions of such legislation required to be enforced by the Department of Labour, action is pursued by the Department to constitute legal action against perpetrators of such violations thereby safeguarding the rights of workers.

Accordingly, the progress of legal action constituted by the Department from 01.01.2022 to 31.12.2022 is tabulated below.

Table 2.10 Performance of judicial proceedings by court- From 01.01.2022 to 31.12.2022

Court	Balance brought forward to year 2022	No of cases initiated in the year 2022	No of cases closed in the year 31.12.2022
Supreme Court	119	17	31
Appeals Court	252	107	35
High Court	110	27	44
District courts/ Commercial High Court	216	11	20
Magistrates Court	98	82	74

Cases filed and disposed of in Magistrate's Courts from 01.01.2022 to 31.12.2022



Graph 2.8

Cases filed and disposed of in Magistrate's Courts

Assisting the Ministry of Labour and Foreign Employment to amend laws and formulate new laws as follows.

1. Drafting new bills and regulations
2. Analyzing the existing legal situation and making the relevant observations.
3. Providing observations for the formulation of new laws having studied the present situation and requirement.

2.2.14 Special activities carried out by the Department of Labour for improving service efficiency and workers' welfare

1. Establishing formal safety committees for enhancing employer / employee safety

Establishment of formal safety committees for enhancing safety of employers / employees- With the coordination of the Department of Labour, pilot project was launched at the Awissawella Investment Promotion Zone to enhance employer/employee safety by promoting safety and health committees. Since it was observed that there were no formal safety committees within the Zone, safety committees were established having inspected each factory. As at 31.12.2022, formal safety committees had been established in 2 factories within the investment promotion zone.

Similarly, at the national programme on Occupational Safety and Health held on 11.10.2022, action was initiated under the aegis of the Hon. Minister of Labour and Foreign Employment for the establishment of safety committees through online mode. Accordingly, as at 31.12.2021, 241 safety committees had been established covering the entire Island.

2 Improving relationships relating to labour sector with international organizations and countries.

- Two committees were established under the patronage of the ILO for the amendment of 'Field Guide to Labour Inspection' and reprint the 'Compilation of Labour Laws incorporating new amendments. Accordingly, the English language draft of the 'Compilation of Labour Laws' was prepared and request was made from the ILO seeking financial assistance for the printing of the compilation. The English language draft of 'Field Guide to Labour Inspection' and having translated same to Sinhala and Tamil languages, it is being printed under the sponsorship of the ILO.
- Under the financial sponsorship of the ILO, 30 short videos each from Sinhala, Tamil and English languages on main services of the DoL were produced and posted on the official YouTube Channel of the Department. The videos give out information on EPF, legal framework of industrial relations, legal aspects relating to the employment of women, children and young persons and labour standards.
- The Department extended its assistance in the preparation of the Trafficking in Persons (TIP) Report 2022 of the United States issued by the State Department of the United States on 19th July, 2022 by liaising with the State Department to provide necessary information as a state sector stakeholder. According to the said report, it was observed that Sri Lanka which remained in the list of Tier 2 Watch List level countries in 2021 has been included in the list of Tier 2 countries in 2022 thus signifying an improvement in the level of Sri Lanka. At the ceremony organized by the Ministry of Defence for appreciating the institutions which

supported to the formulation of the said report, the support extended by DoL by providing necessary information came in for praise.

- Scholarships were awarded to ten schoolchildren of ten employees who died while engaged in employment with the financial assistance of the Russian Cultural Centre. This programme is expected to be continued in the coming years as well with the financial assistance of the Russian Federation.

3 Promoting the use of Slack Application as an economical and speedy internal communication mode whilst minimizing the use of paper

The Department of Labour is in the forefront amongst public sector institutions that employs the 'Slack Application' as an internal mode of duty-related communication for expeditiously carrying internal awareness of the Department to departmental officials whilst minimizing the use of paper and reducing the postage cost.

2.2.15 Internal communication activities of the Department of Labour

1. Publications

The following publications were published by the Department of Labour for raising people's awareness on the field of labour.

- Prime Work Magazine

The third volume of this journal launched in the year 2021 with the intention of fostering industrial peace by broadening knowledge on labour laws and fostering dialogue amongst employers and employees was issued under the theme of 'Attitude' in June 2022 was posted as an e-version downloadable from the website of the Department.

- Survey on the number of hours worked and labour cost

Through this survey, data required for the formulation of development strategies of the country is obtained on the labour cost, number of hours worked and general earnings. It makes available necessary information for plans devised for the advancement of employers and employees enabling decision making and formulation of plans in the public and private sectors. The report on the number of hours worked and labour cost in respect of the year 2020 was published in the year 2022.

- Labour Statistics Annual Report - 2020 & 2021

The Labour Statistics Report 2020 and 2021 compiled with the objective of publishing data required for formulating and implementing policy plans relevant to the field of labour and providing data required to data users was published.

2. Official social media activities of the Department of Labour

The Department maintains an official YouTube channel, a Facebook page and a Twitter account to provide updated information to the public.



YouTube Channel Subscribers: 859 / Number of Videos included : 118



Facebook Page Followers: 2,900



Twitter Followers: 56

3. Updating the Website of the Department of Labour

Documents such as specimen applications and forms required for people to obtain services, various Acts and Ordinances and decisions of the Wages Boards to which attention should be paid by employers and new services, press releases, invitation for bids are posted on the website of the Department www.labourdept.gov.lk and could be downloaded as and when necessary and information posted on the website are updated regularly. Activities have been commenced for the designing of a new website for the Department and by the end of the year 2022, the overview of the main template of the website had been completed.

4. Participation of the Department of Labour in various programmes organized by media institutions

- The Commissioner General of Labour participated in the programme under the topic “Administrative Responsibilities & Duties of Employers and Employees” telecast by Charana TV channel on 11.07.2022 as part of the discussion programme “Kalathraye Kathabaha”.
- The Commissioner General of Labour and the Commissioner of Labour (Women and Children’s Affairs) participated in a discussion on child labour “Irida Ayubowan”

programme telecast on 12.06.2022 which coincided with International Day against Child Labour.

- The edition of 26.09.2022 of ‘Esidisi Peramaga’ discussion programme organized jointly by the Ministry of Media, the ‘Esidisi’ Group of the National Development Media Centre and the Government Information Department was held with the participation of the Commissioner of Labour (Industrial Safety) and the Commissioner of Labour (EPF) on the theme “New measures taken by the Department of Labour to regularize public services”.

5. Conducting main commemorative days

- International Women’s Day 2022

The celebration of Women’s Day by the Department of Labour concurrent to International Women’s Day was held for 100 female employees of the Katunayake Export Processing Zone on 09.03.2022 under the patronage of the Minister of Labour at the auditorium of the Board of Investment.

- Commemoration of International Children’s Day

The international Children’s Day programme was held in collaboration with Maliban Gold Marie “Nidhahase Ran Daruwo” fund at the new auditorium of ‘Mehewara Piyesa’ building on



Photograph 2.3 Launching of EPF appointment management system

06.10.2022 under the patronage of the Minister of Labour and Foreign Employment Mr. Manusha Nanayakkara.

Similarly, concurrent to International Children's Day, a programme for the distribution of school equipment/ sets of books among 28 children of the Kalutara district was held on 07.10.2022 at the office of Western Province II, Deputy Commissioner of Labour and a programme for the distribution of school equipment/ sets of books among 25 children of the Gampaha district was held on 08.10.2022 at the auditorium of the Gampaha District Secretariat.

In addition, the Sinhala medium documentary titled "When flower buds are weeping – Let's eradicate child labour" was telecast on National Television at 7.30 p.m. on 02.10.2022 and the Tamil medium programme was telecast over Channel Eye at 2.00 p.m. on 01.10.2022.

- World Day against Child Labour

Concurrent to World Day against Child Labour, a text message on the elimination of child labour was circulated in Sinhala, English and Tamil languages on 12.06.2022 to consumers of Mobitel, Dialog, Hutch and Airtel mobile communication networks.

In addition, awareness on child labour was raised through "Irida Ayubowan" programme aired by National Television on 12.06.2022 as part of the drive against child labour.

2.2.16 Career guidance, maintaining labour market information and public employment service activities

The **Department of Manpower and Employment** implements diverse programmes for the development and management of human resources in the country.

1. Career guidance activities

Career guidance services are offered with the objective of creating a human resource in sync with local and foreign labour market while directing the total energy of human resources of the country efficiently and effectively for the development of the country. For these career guidance programmes, tools such as psychometric tests, aptitude tests, written and practical tests, interviews, various observational tests are used. The career guidance programmes are conducted individually and collectively and in groups by means of personal consultancy and guidance, basic awareness programmes, workshops and practical activities.

Table 2.11 Progress of career guidance programmes - DOM & E

Programme / Activity		From 01.01.2022 to 31.12.2021		Beneficiaries
		Physical	Financial (Rs Mn)	
Creating human resources with employment skills most suitable for the labour market				
1	Conducting district job fair	80		22,723
	Conducting district career fair	43	2.500	4,845
	Conducting entrepreneurship development programmes	33		1,156
	Producing promotional videos	4	0.217	
Labour market information research				
2	Conducting a case study	20	0.197	
	Conducting brainstorming sessions on labour market information	10	0.092	
	Producing videos based on case studies	100%	0.307	
	Formulating district human resources profile	100%	Rs. 0.870 was transferred to districts	

Conducting career guidance programmes				
	Conducting career guidance programmes for Grade 9 students	1,869		55,100
3	G.C.E (O/L) career guidance programme	2,406	2.077	60,506
	G.C.E (A/L) career guidance programme	1,151		31,365
	Printing handbooks and automation of psychometric tests	100%	0.822	
	Conducting an employment creation programme	1	0.995	
	Life Talk programme	70		23,688
Public Employment Service				
	Registration of job aspirants			59,758
4	Registration of job vacancies			33,885
	Referring job aspirants for jobs			37,151
	Providing employment for job aspirants			9,606
5	Establishing an internal management information system for an active labour market	80%	0.641	
6	Printing handbooks	100%	0.257	300
7	Assisting in the promotion of the participation of persons with disabilities in economic activities through the job placement and self employment guidance in the Northern Province (ILO)			
8	Producing 04 short videos and uploading them to the departmental website for the promotion of career guidance programmes			
9	Preparing handbooks for the benefit of career guidance officers			

2. Transferring the financial value calculated for programmes carried out without financial provisions in the year 2022

Table 2.12

Programmes carried out without financial provisions - DOM & E

S.No.	Programme	Expenditure per beneficiary if the programme was conducted under financial provisions (A)	No. of beneficiaries (B)	Financial value calculated (A)* (B)
01	Awareness programme for parents	200.00	15,346	3,069,200.00
02	Self-employment motivation programme	200.00	3,346	669,200.00
03	Customized training programmes	200.00	286	57,200.00
04	Divisional job fair	200.00	3,912	782,400.00
05	Awareness programme for teachers	200.00	933	186,600.00
06	Awareness programme for job aspirants	200.00	6,724	1,344,800.00
07	Entrepreneurship development one-day programme	200.00	1,840	368,000.00
08	Life Talk programme	200.00	23,688	4,737,600.00
Total			56,075	11,215,000.00

3. Labour market information

Table 2.13		Publication of labour market information - DOM & E			
S.No	Programme	Physical progress	Financial progress	Financial Summary (Rs)	
				Amount allocated (Rs.)	Amount spent (Rs.)
01	Preparing 20 case studies under various topics and posting on website	100%	98.5%	200,000	197,019
02	Conducting 10 brainstorming sessions with the participation of different professionals for the identification of employment opportunities in diverse fields and briefing the relevant institutions about their reports and posting same on departmental website	100%	85.47%	108,000	92,310
03	Producing 10 videos based on case study reports and brainstorming session reports	100%	61.51%	500,000	307,528



Photograph 2.4 Discussion with officials of Korean Ministry of Manpower

4. Human Resources Management and International Relations

Table 2.14

Human Resources Management and international relations - DOM & E

Division	Programmes conducted
National Human Resources and Employment Policy activities	1. Coordination with relevant sectors for the for the implementation of the National Human Resources and Employment Policy 2. Holding discussions with the Ministry of Women and Children's Affairs and Social Empowerment as to how action should be pursued focusing on building the daycare service more reliably and effectively with the objective of increasing labour contribution of women of Sri Lanka 3. Publishing articles on departmental website 4. Introducing hybrid system of discharging duties to officials of the department. 5. Submitting the concept paper relevant to the programme for referring public officials to foreign employment for the restructuring of cadre of the public service. 6. Carrying out coordinating activities of with the patronage of member representatives of 'Youth Can Innovate' evaluation committee for evaluating applications relevant to the technology and invention sector of the 'Youth Can Innovate' competition conducted by the Ministry of Youth Affairs and Sports.
Information technology activities	1. Technical assistance was extended to the project being implemented by the Government of Korea for the establishment of a labour market information system. (Documentation work and participation for the meetings) 2. Providing information and carrying out coordinating activities in respect of the Management Information System being designed in the Ministry. 3. Carrying out updating activities relating of the departmental website and working in tandem with Procons Limited (Developer) and ICTA. 4. Devising an online method to obtain updated details of job seekers from district officers. 5. Providing facilities for online programmes 6. Promoting and maintaining social media of the Department. (Facebook, Lined In and TikTok) 7. Making the premises paperless by carrying out 80% of departmental duties online. 8. Conducting the process of bar-coding of desktop computers and laptop computers used by each division of the head office of the Department and the goods of the Human Resources Management and International Relations Unit.

International Relations	1. Holding the Northern Province inauguration ceremony of the programme for providing employment to the disabled community commenced in collaboration with the ILO. 2. Information Strategic Planning System (ISP) 2022 was established in partnership with KEIS Institution of Republic of Korea with the objective of establishing a labour market information system. 3. Action is being pursued to bring the employment policy to operational level and plans are being drawn up to build ongoing relationships with local and foreign institutions associated with employment policy and human resources development. 4. A project was launched together with the International Labour Organization to guide Sri Lankan migrant workers affected by Covid-19 pandemic towards productive employment, refer them to skills development trainings and soft skills development and to make them entrepreneurs. Under this, necessary guidance was offered to 9763 beneficiaries and this project implemented jointly with the State Ministry of Foreign Employment, National Youth Corps and small scale business development division was ended on 31.10.2022. 5. Building capacity of officers of our institution for the programme for providing employment to persons with disabilities in the Eastern Province in association with the ILO and making plans to conduct a project to guide persons with disabilities towards employment from December 2022 to March 2023. 6. Commencing Japanese language training programmes in partnership with the National Youth Corps targeting foreign employment vacancies in Japan.
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5. Public Employment Service Activities

- Having registered prospective employees and institutions where employment opportunities are available, taking action to provide suitable employment to suitable job seekers for vacancies exist in such institutions.
- Making public the job opportunities published in the Silumina, Lankadeepa, Sunday Observer, Weerakesari (Tamil) weekend newspapers supplied by Whatsapp Group by the Public Employment Division of the Head Office and providing employment opportunities to job seekers. As a result, more than one hundred thousand rupees spent

for purchasing newspaper could be saved compared to the year 2021.

- Action was taken to refer 495 employment requests forwarded by the Presidential Secretariat for employment opportunities in the private sector to the relevant district public employment service centres and the progress thereof was reported to the Presidential Secretariat.
- Action was taken to refer 386 employment requests forwarded by the Prime Minister's office for employment opportunities in the private sector to the relevant district public employment service centres and the progress thereof was

reported to the Prime Minister's Office.

- Conducting an intellectually invigorating series of programmes named Life Talk using zoom technology for creating awareness among parents, teachers, young people, teachers, the self-employed and entrepreneurs and this programme was conducted every day of the week from 8.00 to 9.00 p.m with the participation of nationally recognized experts of different fields.
- Forging collaboration with leading private sector institutions, national and regional chambers of commerce and business groups and implementing a special series of programmes for referring job aspirants for existing vacancies.
- Conducting a workshop for sharing experiences with the private sector for making public employment service activities carried out by this division more efficient and effective. (John Keels)
- Making job aspirants aware of vocational training courses and employment opportunities and guiding them towards available opportunities.
- Conducting discussions with the Tertiary and Vocational Education Commission (TVEC) regarding issues associated with local employment opportunities and vocational courses and subjects and taking necessary measures
- Holding district job fair, divisional job fair and vocational fair from the last quarter of the year 2022 (October, November and December) was conducted by the public employment service division and during this period action was taken to hold 20 district job fair programmes and 12 vocational fair programmes.
- Offering career guidelines, career guidance and job placement to 30,000 students who responded out of nearly 80,000 students who did not qualify for G.C.E. (A/L) after sitting G.C.E. (O/L) in the year 2020.

6. Job fair Programmes

Table 2.15 Job fair programme - DOM&E

S.No	District	No. of institutions participated	No. of job aspirants participated	No of employment matching	No. of job placements
01	Galle	16	1,257	644	644
02	Jaffna	42	734	510	15
03	Matale	5	82	65	-
04	Mannar	8	36	11	7
05	Batticaloa	5	128	40	5
06	Puttalam	37	2000	750	-
07	Matara	13	167	138	-
08	Kalutara	9	217	-	16

09	Puttalam	52	1,550	598	-
10	Colombo	15	92	150	28
11	Kurunegala	20	750	315	204
12	Polonnaruwa	14	262	-	-
13	Badulla	16	427	395	21
14	Gampaha	12	202	125	-
15	Kandy	10	125	82	-
16	Vavuniya	11	33	14	3
17	Monaragala	6	85	46	13
18	Ratnapura	10	71	-	-
Total		301	8,218	3,883	956

7. Career Fair Programmes

S.No	District	No. of institutions participated	No. of trainees participated	No. referred to training
1	Ampara	7	192	43
2	Hambantota	10	142	119
3	Trincomalee	10	173	118
4	Matale	3	32	32
5	Puttalam	1	480	-
6	Jaffna	5	164	30
7	Kegalle	10	82	12
8	Kilinochchi	8	208	-
9	Batticaloa	4	29	14
10	Polonnaruwa	8	262	-
11	Vavuniya	19	395	-
Total		85	2,159	368

8. Other programmes conducted by the Department of Manpower and Employment

S.No	Activity	Progress
01	Implementing concept paper Career Guidance Right for Every Child	Every child should be assisted in taking educational and vocational decision making in their life since it is essential to produce an individual who is useful to the world of work in the rapidly changing world. Therefore, a proposal was formulated for offering career guidance to every child in making formal educational and vocational decisions in their life.

02	Automation of the Career Key Test and theory of multiple intelligence psychometrics tests enabling them to be conducted online.	Since a significant cost is incurred in providing this service physically, this has been designed to provide benefits to a larger number while minimizing the cost and increasing productivity.
03	FAQ Programme	The preliminary arrangements of this programme implemented with the objective of enhancing knowledge of students on educational and vocational information relating to diverse fields associated with career guidance.
04	Skill Scan Clinic Programme	This programme has been designed to assist children of public sector officials, children who have failed to gain qualifications for G.C.E. (A/L) and other clients to take educational and vocational decision making. Preliminary arrangements of this programme which is due to be conducted during the first two weeks of the year 2023 have been finalized.
05	Entrepreneurship development programme- across the island	1,156 programmes were conducted during the year.



Photograph 2.5 Meeting with Trade Union members of United Kingdom

2.2.17 Educating tripartite stakeholders for better industrial relations

1. Study on Labour Law, Industrial Relations and Human Resources Development

The **National Institute of Labour Studies (NILS)** conducts diploma courses on industrial

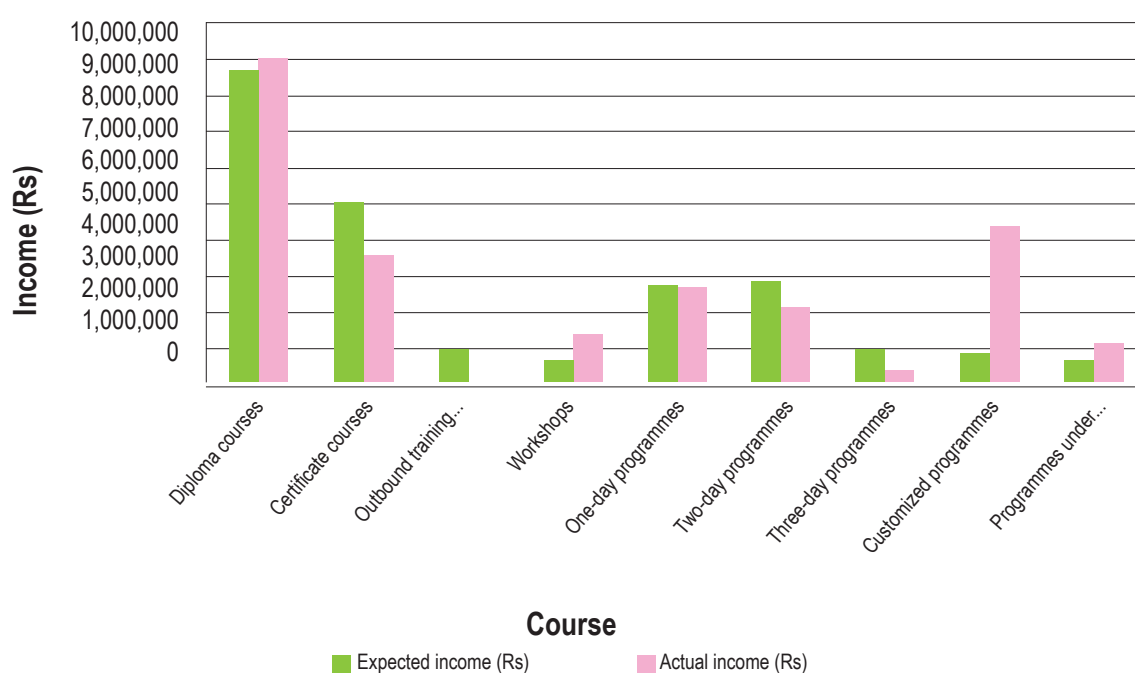
relations and human resources management for broadening knowledge, attitudes and skills of workers. The Institute offers academic and training opportunities required for capacity building of employees, employers and trade union leaders in the private sector and the semi-government sector. In addition, the institute conducts short term courses and certificate courses on labour studies.

Table 2.16

Physical progress of training programmes - NILS

Types of programmes		No. of programmes planned	No. of programmes conducted
01	Diploma courses	6	6
02	Certificate courses	12	11
03	Outbound training courses	1	0
04	Workshops	2	2
05	One-day programmes	40	37
06	Two-day programmes	19	12
07	Three-day programmes	4	1
08	Customized programmes	12	37
09	Programmes under decent work programme	3	8

• Income from training programmes



Graph 2.9

Income from training programmes – NILS

- **Examinations**

On institutional requirement, the National Institute of Labour Studies conducts staff recruitment examinations, efficiency bar examinations and examinations for evaluation and promotions on the request of public sector corporations and

statutory institutions as well as private sector institutions. During the year 2022, the Institute conducted 34 examinations and revenue amounting to Rs. 7.5 million was generated from examinations conducted for external institutions. The number of applicants sat these examinations was 2,153.

Table 2.17 Details of examinations conducted in the year 2022 - NILS

	As at 31.12.2021	As at 31.12.2022
No. of examinations conducted	42	34
Mo. of candidates	3,690	2,153
total income	7,226,466.01	7,582,972.90

2.2.18 Improving occupational safety and health

With the objective of minimizing occupational accidents in workplaces, the **National Institute of Occupational Safety & Health (NIOSH)** conducts diploma courses, certificate courses and several other courses on occupational safety and health to train Occupational Safety Officers.

For ensuring safety and health of the worksite, environmental measurements such as the survey of quality of air, emission test, survey on dust levels inside factories, survey on sound

levels and globe temperature are conducted and evaluations are conducted to assess the risk level. During the year 2022, 181 risk assessment surveys were conducted generating a gross income of Rs. 12.03 million.

In addition, medical tests such as hearing tests, blood analysis, assessment of fitness for work, lung function tests, vision tests are conducted for employees to assess whether they are in a suitable level of health to carry out their duties.

The progress of activities carried out by the Institute in the year 2022 is tabulated below.



Photograph 2.6 National Occupational Safety and Health conference

Table 2.18

Programmes conducted for improving occupational health and safety - NIOSH

	Course	No. of courses conducted	No. of participants	Financial progress (Rs Mn)
01	Diploma course on National Occupational Safety and Health	4	97	11.51*
02	Certificate course on National Occupational Safety and Health	4	125	5.20
03	Foundation course on National Occupational Safety and Health	3	45	0.54
04	Special course for officers of the Executive Grade	5	75	1.19*

*Includes installments paid for ongoing courses

The Cabinet of Ministers has designated the second week of October of every year as the Occupational Safety and Health Week with the objective of ensuring and promoting health and safety of workers. Concurrent to this, the National Occupational Safety and Health Conference was conducted by NIOSH in November 2022 with the participation of local and foreign expert resource persons for fostering and upgrading occupational safety of both employers and employees.

The occupational safety seminar was held on 17th November 2022 at Galadari Hotel, Colombo on the theme of "Win Safety through OSH Management System" with the participation of more than 350 representing Sri Lankan employers and

employees. The prime objective of the event was to create awareness amongst participants on the adoption of new technology and new methods in Sri Lanka and other countries for guaranteeing occupational safety and health of employees and to promote understanding on health standards.

Under the financial sponsorship of the ILO, a survey was conducted on occupational safety of workers employed tea / coconut / rubber plantations and a report was submitted which brought an income of Rs. 6,264,500/- to the institute.

In addition, the following special programmes were conducted.

Table 2.19

Special programmes conducted for improving occupational safety and health- NIOSH

	Course	No. of participants	Financial Progress (Rs)
01	Certificate course for Technical Officers of Colombo Municipal Council	30	727,500.00
02	Certificate course for Engineering Officers of Colombo Municipal Council	15	202,500.00
03	Certificate course for minor employees of Colombo Municipal Council	600	3,150,000.00
04	Occupational safety course for executive grade officers of the Board of Investment (Under the decent work programme)	Executive Officers	3,454,500.00
05	Occupational safety certificate course for attendants conducted with the coordination of Surado Institute	261	1,305,000.00

2.2.19 Human resources development of Department of Labour

The routine staff administrative functions such as the identification of staff requirements, making recruitments as per requirements, promotion of officers, conducting efficiency bar examinations, evaluation of performance, granting salary increments, transfer of officers, retirement of officers, handling leave and disciplinary issues of officers are carried out at the Department.

A provision of Rs. 5,800,000.00 was received for the year 2022 for local training programmes. Of this, the expenditure as at 31.12.2022 was Rs. 5,311,943 which as a percentage was 92% of the total allocation. Details thereof are given in sixth chapter.

2.2.20 Infrastructure development of Department of Labour

The Department of Labour took action to develop

infrastructure facilities in its head office and regional labour offices island-wide with the objective of delivering a more efficient service to the labour community scattered across the country.

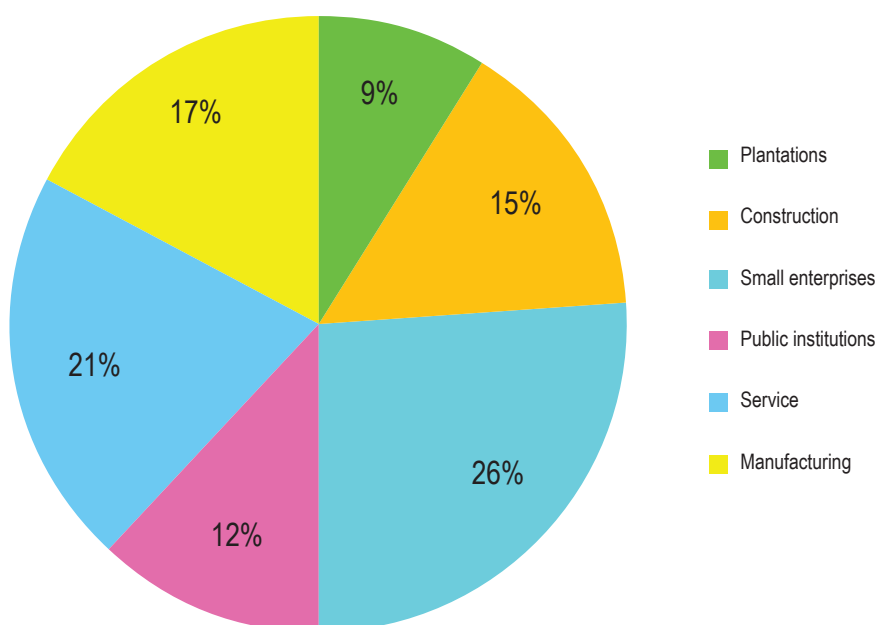
Accordingly, the newly constructed Badulla and Hatton labour office buildings were opened in 2022 for office functions.

2.2.21 Payment of compensation for occupational accidents

Compensation is be paid by the **Office of the Commissioner for Workmen's Compensation** to workmen who sustain injuries in the course of employment, who suffer from diseases contracted due to the nature of the employment and to dependents of workmen who die due to accidents in workplaces. Details on the reported accidents and compensation paid are given below

1. No. of fatal and non-fatal accidents reported in the year 2022

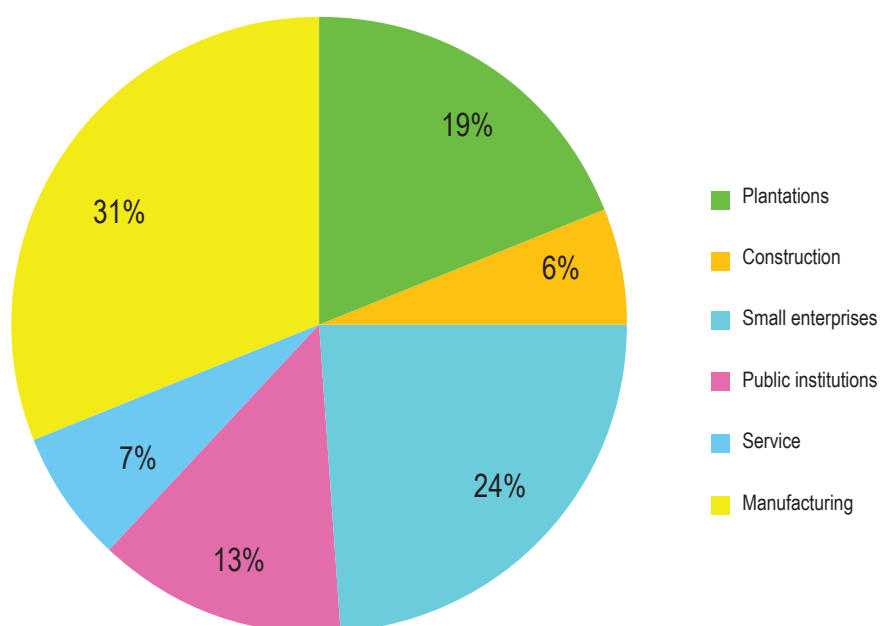
No. of fatal accidents reported - 180



Graph 2.10

Number of fatal accidents reported

Number of non - fatal accidents reported - 182



Graph 2.11 Number of fatal and non-fatal accidents reported

2. Nature of fatal and non-fatal accidents reported in the year 2022

Table 2.20 Nature of the accidents reported - 2022

Field	No. of fatal accidents	No. of non-fatal accidents
Falling from a higher place	30	16
Electrification	10	02
Fire / Chemicals / Waste	02	03
Factory machinery and other machinery	07	79
Road accidents	48	16
From animals	04	01
Slipping / falling or colliding	04	30
Accidents caused by falling objects	21	11
Water	05	01
Illnesses / Other	49	23
Total	180	182

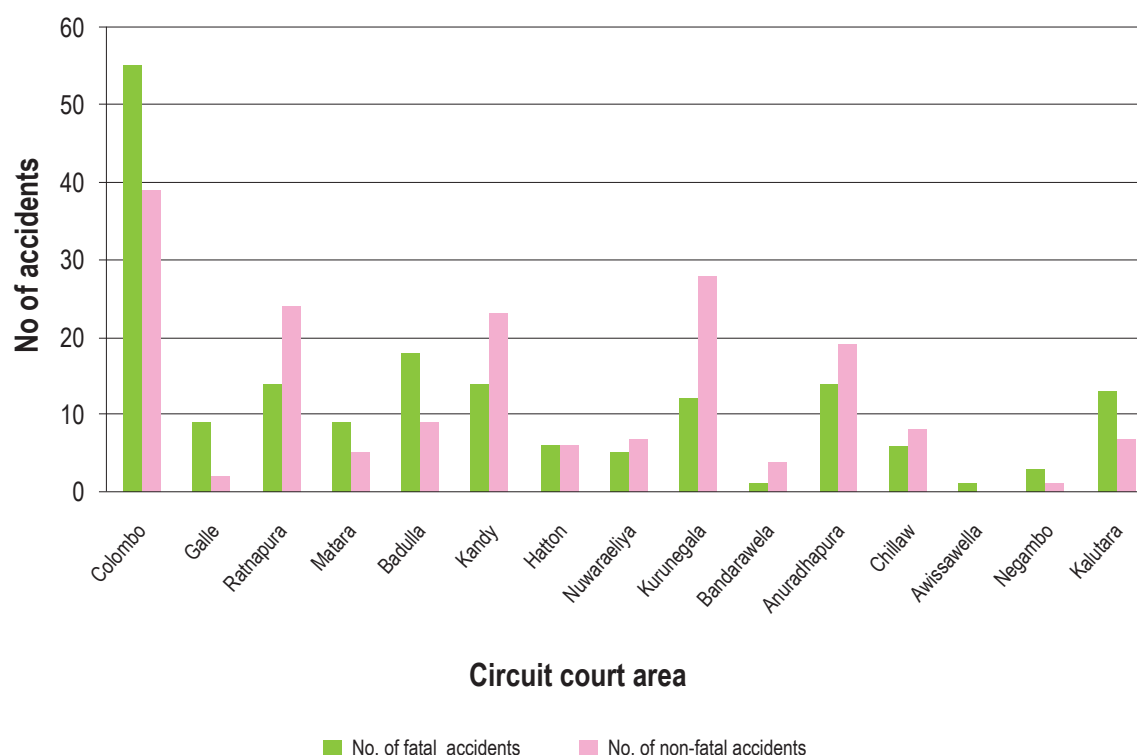
3 Nature of damage caused by non-fatal accidents in the year 2022

Table 2.21 Nature of damage caused by non-fatal accidents reported - 2022

Field	No. of accidents
Temporary minor injuries	66
Burns	-

Loss of fingers	19
Fractures	27
Amputation of hand / a part of the palm	14
Damages to vertebrae / spinal cord	09
Loss of toes / feet	24
Damages to eyes	08
Other	15
Total	182

4. No. of accidents by circuit courts



Graph 2.12

No. of accidents reported by circuit court areas

5 Progress in the payment of compensation

Table 2.22

Progress of the payment of compensation

Activity	Physical		Financial (Rs. Mn)	
	Expected No.	Actual No.	Expected No.	Actual No.
No of case files finalized on fatal and nonfatal accidents	300	385	120	183.1
Agreements	80	61	7	9.1
No. of accounts opened on behalf of minors	100	129	20	49.7
No. of minors' accounts released	150	184	20.2	31.8

2.2.22 Promoting productivity of the public and private sectors

National Productivity Secretariat implements productivity promotional programmes aimed towards more efficient and qualitative service delivery in the public and private sectors of Sri Lanka. The relevant improvements were made by devising suitable mechanisms for minimizing the time spent within the premises of the institution by clients thus enhancing institutional efficiency and effectiveness, analyzing customer service processes currently being for developing more satisfactory and efficient customer service processes, conducting a census on customer and employee satisfaction, conducting discussions with upper management and the staff and submitting a report with process amendments to the senior management. The progress achieved by the institution in the year 2022 is outlined below.

- **Diploma Course on Productivity**

A one-year diploma course was implemented with the participation of 54 employees of the public and private sector institutions island-wide. The course comprised lectures, field

educational visits, online courses conducted by the Asian Productivity Organization, final term test and practical exercises relating to projects. The ceremony for awarding diploma certificates for those successfully completed the course was held at the Sri Lanka Foundation Institute on 14.12.2022 under the patronage of the Secretary of the Ministry of Labour and Foreign Employment.

- **Training of trainers programme for new Productivity Development Officers**

This programme was conducted with the objective of imparting practical and theoretical knowledge to officers newly attached to the National Productivity Secretariat and develop their attitude and skills. During the 40-day period of the course, knowledge on a range of subjects was imparted and certificates were awarded to 146 eligible officers on 18.01.2023.

- **Conducting certificate course on productivity and qualitative management for schoolchildren**

This course was run in the districts of Badulla,



Photograph 2.7 National Productivity Awards

Galle, Matara, Kurunegala, Kegalla, Kandy, Matale and Gampaha districts and 2,542 students followed the course in the year 2022. As a culture of productivity can be created by involving the school community in this programme, it is necessary to promote such programmes.

- **Small scale entrepreneurs' development programme**

This programme was implemented during 2021 and 2022 with the aim of strengthening economic process through the empowerment of small

scale entrepreneur community. Twenty (20) entrepreneurs from each Divisional Secretary Division were selected and 6620 families have joined hands as of now with the National Productivity Secretariat. Thirty nine (39) training and awareness programmes were conducted during the year 2022 and requisite measures will be taken in the coming years to uplift the living standard by improving socioeconomic and environmental conditions.

- **Implementation of projects with the contribution of Asian Productivity Organization**

Table 2.23

Projects implemented with the contribution of Asian Productivity Organization - NPS

Name of the project	Project period	Estimated expenditure of the project (USD)
Establishing a Covid laboratory at the Mahiyanganaya Base Hospital	5 Months	68,435
Introducing qualitative management concepts to Theldeniya Hospital.	7 months	21,565
Manufacturing and using high quality compost fertilizer in the Badulla district	1 year	40,000
Increasing productivity through innovation	4 months	25,000
Promoting food security and quality for sustainable food value chains through capacity development	1 year	50,000
Total		205,000

- **Conducting National Productivity Awards Ceremony**

National Productivity Awards Ceremony – The awards ceremony for 269 first, second and third placed winners of 2020 was held under the patronage of the Hon. Prime Minister and with the participation of the Hon. Minister of Labour and Foreign Employment and other dignitaries was held on 15.12.2022 at the Temple Trees. The awards and certificates ceremony for special merit and merit winners was held at the provincial level.

2.2.23 Welfare of workers

Shrama Vasana Fund conducts welfare

programmes for uplifting the living standard of the labour community. Eye clinics, medical camps, scholarships and school equipment for children of deceased workers, technical education for livelihood assistance and other welfare activities are conducted island-wide as part of these welfare programmes.

Owing to the rapid decline of income of the Shrama Vasana Fund as a result of the slump in lottery sales which is the main source of income of the Fund and the crisis situation in the country triggered by fuel shortages and economic downturn, the performance of the Fund in the year 2022 did not reach optimal level. Accordingly, the programmes planned for the year 2022 had to be revised as per the instructions of the Board of Directors.

I. Awareness Programmes

As a proactive measure of preventing occupational accidents, subsequent to the identification of factories where accidents have been reported in the past, training workshops and awareness programmes on workplace safety were conducted through engineers with expertise on the subject.

Awareness programmes were conducted employing experienced resource persons of the field with the aim of raising awareness on problematic situations faced by employees as well as owners of institutions on labour legislations.

During the year 2022, 28 such awareness programmes were conducted in various areas of the country educating 1,100 employees and the amount spent on conducting these programmes was approximately Rs. 585,101.66.

2. Welfare Programmes

Under this programme, educational assistance was extended for schoolchildren of low income

employee families with the aim of uplifting families of employees was carried out. The programme offered benefits to 1,720 children amongst whom school equipment to the value of Rs. 8,707,733.00 was distributed.

3. Fatal Accident Scholarship Programme

This programme is implemented for children of employees who have died or become permanently disabled due to accidents occurred in factories. Beneficiaries are identified on the basis of information obtained from factory inspection engineers and details obtained through the Office of the Commissioner for Workmen's Compensation regarding industrial accidents occurring in any factory, worksite or place of work and children aged 3 to 25, i.e. from preschool education to university education are entitled for benefits under this programme which include a fixed deposit of Rs. 50,000.00 and equipment needed for education.

Due to the prevailing situation in the country, the scholarship programme was not held and



Photograph 2.8 Providing school equipment for children of low-income working families

money for the purchase of school equipment sets was credited to accounts of beneficiaries for them to purchase school equipment. After the receipt of the actual bill for purchasing school equipment was received by the Fund, the fixed deposit certificate and school shoe voucher were forwarded to beneficiaries. During the year 2022, benefits were provided to 68 scholarship holders at a cost of Rs. 4,081,883.75.

4. Legal aid programme

This programme is implemented to provide relief to workers in the event of unfair dismissal from service and closure of institutions without prior notice and when complaints have been lodged with the Commissioner of Workmen's Compensation.

Programmes conducted thereunder for the year 2022 are given below.

Table 2.24

Legal aid provided by Shrama Vasana Fund

Name of the programme	No. of beneficiaries	Total cost (Rs.)
Legal aid	38	938,761.85
Legal aid appeals and revisions	02	30,000.00
Legal ai scholarships	15	147,150.00

5. Programme for medical assistance

This programme is implemented for employees who have contracted occupational disease/ industrial disease while being employed and during the year 2022, medical assistance amounting to Rs. 280,000.00 was offered to eight beneficiaries.

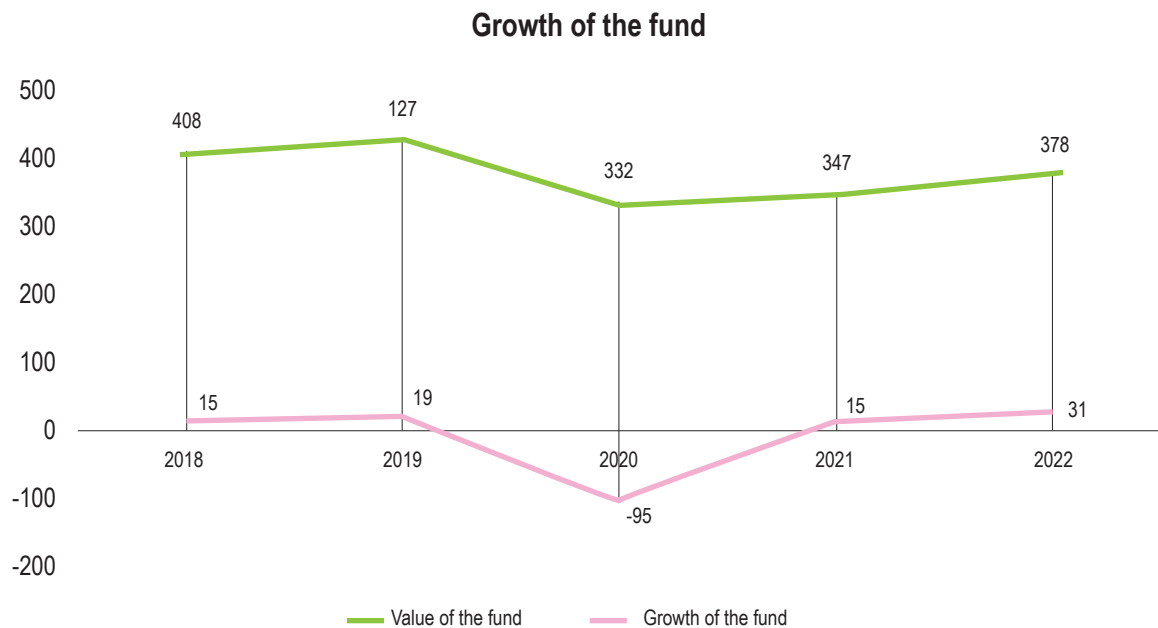
6. Sanitation project

This programme was conducted targeting the Badulla district and the Shrama vasala Fund spent a sum of Rs. 2,774,705.00 for constructing 147 for improving sanitary facilities of selected low income employee families.

7. Growth of Shrama Vasana Fund

The main source of income of Shrama Vasana Fund is the "Jathika Sampatha" lottery the draw of which is held on Saturday and Sunday and the sale of "Jathika Sampatha" lottery is at a low level compared to other competitive lotteries which offer much higher prize money.

Since this situation adversely affects the growth of the Fund, it has been decided to intensify advertising and sales promotion activities. Further, discussions are underway on planning easier methods for the purchase of lotteries enabling the customers to buy tickets online.



Graph 2.13

Growth of Shrama Vasana Fund

8. Special achievements of Shrama Vasana Fund

- Obtaining ISO international quality certification - 2016
- Establishing a computerized information system
- Securing the third place in the competition for best annual reports and accounts - 2019

- Winning national productivity evaluation certificate

2.2.24 Sending workers for foreign employment

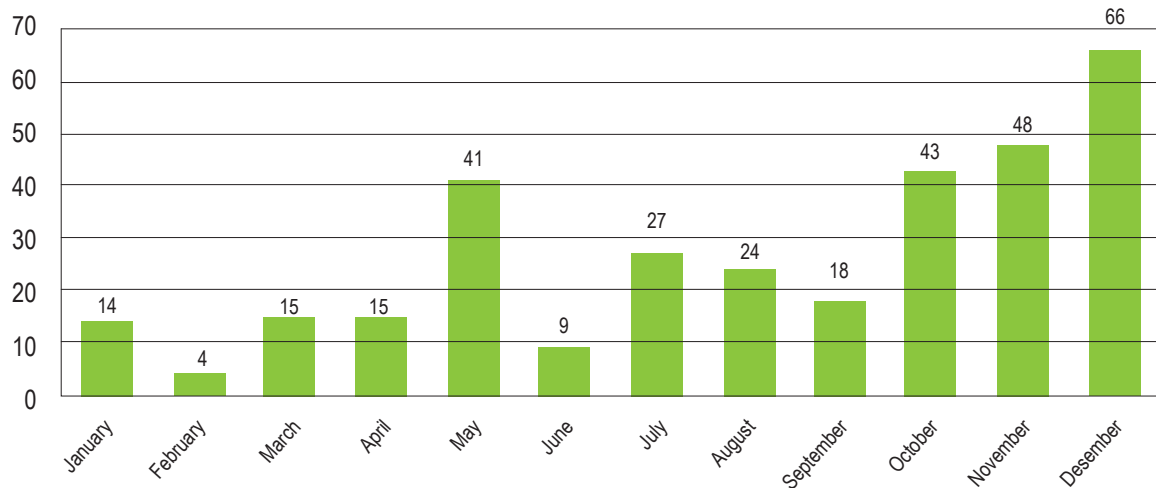
Sri Lanka Foreign Employment Agency (Pvt) Limited sends workers for foreign employment. The number of workers who migrated for employment through the Agency in 2022 was 324.



Photograph 2.9

Sending registered job seekers for foreign jobs

Number of workers migeated - 2022



Graph 2.14

Number of workers migrated through Sri Lanka Foreign Employment Agency (Pvt) Limited

Number of workers migrated by field of employment

Table 2.25

Number of workers migrated by field of employment - SLFEA

No	Employment field	Total			
1	Domestic Worker	117	15	Handyman	15
2	Caregiver	2	16	Driver	5
3	Fish Cutter	11	17	Fish Breeder	2
4	Bus captain	5	18	Juki Machine Operator	33
5	Baker	10	19	Machinery Repairman	2
6	Food handler	7	20	Cleaner	16
7	Laundryman	2	21	Kitchen Helper	1
8	Labourer	2	22	Kitchen Assistant	1
9	Agricultural labourer	17	23	Deliverer	37
10	Steward	3	24	Nurse	2
11	Cook	5	25	House boy	1
12	Cook (Domestic)	0	26	Electrician	1
13	Housekeeper	18	27	Chocolate Packer	2
14	Cook (Western)	4	28	Ramp officer	3
				Total	324

2.2.25 Decent Work Programme

If Sri Lanka is to access the path of development, decent work has to be promoted. Decent work fosters equal opportunities for men and women to secure productive work in an environment of freedom, equity, social protection and human dignity. A significant factor involving decent work is that the mere job creation is not expected and the jobs so created should be acceptable. Decent work is based on four major elements: Job

Creation, Promotion and National Productivity, Rights at Work, Social Protection, Social Dialogue. In addition to these 4 major elements, programmes are implemented covering the subject areas of productivity promotion and ensuring gender equality

Under the decent work programme, Rs 14.95 million was allocated to the following institutes for the implementation of various programmes and projects.

Table 2.26 Implementation of Decent Work Programme -2022

Institution		Net Provision (Rs.)	Amount utilized (Rs.)	Expenditure percentage
01	Department of Labour			
i	Women and Children's Affairs division	4,202,034.00	2,213,902.80	52.68%
ii	Human Resources Development Division	1,423,010.00	1,315,215.00	92.42%
iii	Industrial Safety Division	125,000.00	125,000.00	100%
iv	Labour Standards Division	375,000.00	-	-
v	Planning, Research, Training and Publications Division	2,189,405.20	489,405.20	22.35%
		8,314,449.00	4,143,523.20	49.83%
02	National Institute of Labour Studies	3,500,000.00	3,454,500.00	98.7%
03	National Institute of Occupational Safety and Health	3,136,000.00	3,059,500.00	97.56%
	Total	14,950,449.00	10,657,523.20	71.28%

2.2.26 Planning, Research and Development Activities

1. Ministerial Office

I. This Ministry organizes an annual scholarly symposium on a topical issue and a journal is published incorporating a summary of research papers submitted thereto. Accordingly, in the year 2022, research papers were invited on the theme of 'Dawn of Informal Sector Workers' and after the evaluation of

the research papers by a panel of experts with an in-depth knowledge on the field of labour, they are to be published as a journal.

II. "GLOCAL Fair -2022" mobile service programme was held on 15th and 16th of October 2022 at the Samanala Ground, Galle on a concept of the Hon. Minister of Labour and Foreign Employment for bringing the services provided by the institutions under the purview of the Ministry of Labour and Foreign

Employment closer to the public. A total of 9,750 persons participated in the programme and although this mobile service was held in the Galle district, 14% of the attendees were from other districts which was a clear indication of the need and interest of the public for obtaining services.

- III. All coordinating activities for the implementation of the Decent Work Programme were carried and the progress thereof is outlined under 2.2.25.
- IV. Handling all activities pertaining to the publication of Sri Lanka Labour Gazette. The Labour Gazette is now issued biannually and for the period under review, volume I of Serial No 72 was issued and action is being pursued for the publication of volume II of Serial Mo. 72.
- V. Preparing the annual action plan containing development tasks carried out by the Ministry and its affiliated institutions and referring it to the relevant parties. Preparing the Annual Action Plan in accordance with zero based budgeting scheme, implementation thereof and conducting monthly progress reviews.
- VI. Coordination with the Presidential Secretariat, Ministry of Finance, Department of Project Management and Monitoring and Department of National Planning Department in terms of National Budget Circular and submission of progress reports monthly and quarterly.
- VII. Preparing the annual performance report detailing the progress achieved by the Ministry in the year 2021.

VIII. Preparing the progress report for the committee stage debate of the budget conducted for the approval of budgetary provisions of the Ministry in respect of the year 2023.

2. Guiding towards targets by monitoring functions of the Department of Labour

The Annual Action Plan of the Department of Labour for the year 2022 was prepared and the methods employed by all divisions of the department and regional offices to achieve targets thereunder and progress made in that regard were reviewed. Accordingly, the monthly meetings of Labour Commissioners were conducted every month wherein discussions were held on progress of each division and action to be taken as to issues that arose in carrying out activities of the divisions.

Similarly, achievement of annual targets by district and sub labour offices was monitored. A progress review meeting of regional offices for the period up to 31.12.2021 was held on 30.03.2022 under the patronage of Minister of Labour.

2.2.27 Administrative and Establishments Activities

- This Ministry submitted 43 cabinet memoranda from January to 31 December 2022 to the Cabinet of Ministers and decisions have been received in respect of 39 of them.
- Under the provision of relief to July strikers, recommendations have been submitted to the Director General of the National Budget Department for the payment of one-off relief allowance for 55 July strikers who have reached 65 years of age.
- During the period under review, 580 public complaints were

received and all of them have been referred to the relevant divisions for necessary action. 251 response reports have been received from those divisions.

- Seven (07) requests were received under the Rights to Information Act and information in respect of all of them was provided.
- 200 officers of the Ministry were afforded opportunities to participate in training programmes conducted by various institutions. These training programmes were on various subjects such as the personal file management, preparation of project reports, outbound leadership and personality development workshops and postgraduate degrees.

- Training programmes have been implemented for Development Officers attached to the Foreign Employment Division of the Ministry. These training programmes have been conducted to raise awareness on existing foreign employment opportunities and the new circular on Family Background Reports. A training of trainers programme was also conducted.
- Action was taken to have officers of the institutions affiliated to this Ministry and the Department of Labour participated in foreign scholarships, workshops and training programmes. From January to December 2022, forty seven (47) officers joined foreign training courses and workshops.

In addition, the following establishments activities were carried out during the period under review.

Table 2-27

Progress of establishments activities

S.No	Activities	Progress
01	Answers for oral questions in parliament	23
02	Reports forwarded to the Public Petitions Committee	14
03	Submission of annual reports for the approval of cabinet of ministers	08
04	Presenting annual reports to Parliament	07
05	Observations for Cabinet Memoranda	15

2.2.28 Financial Progress of the Ministry

Necessary measures have been taken for efficient, effective and economical administration

of financial resources allocated from the budget of 2022 to the Ministry and institutions under its purview in compliance with state policies.

Table 2.28

Utilizing treasury provisions

Institution	Recurent expenditure (Rs.) '000	Capital expenditure (Rs.) '000
1 Ministerial office		
Labour division	218,936	10,910
Foreign employment division	701,244	139,780
2 National Institute of Labour Studies	11,686	3,301

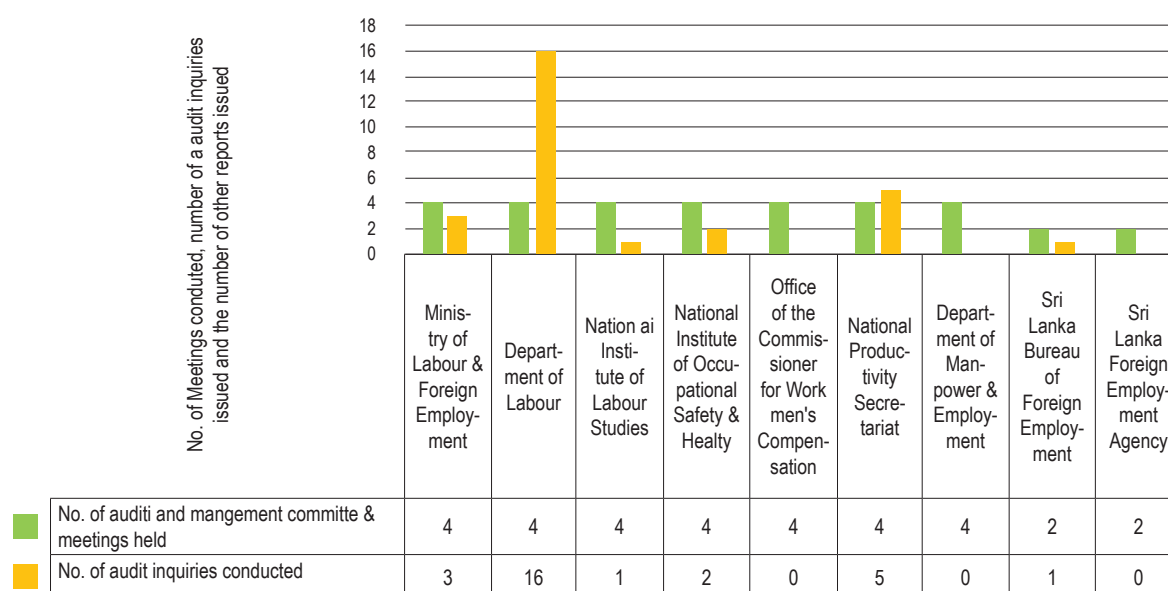
3	National Institute of Occupational Safety and Health	4,489	1,605
4	Office of the Commissioner for Workmen's Compensation	37,272	1,624
5	National Productivity Secretariat	524,637	15,906
Total		1,498,264	173,126
6	Department of Labour	2,298,071	280,211
7	Department of Manpower and Employment	499,476	20,739
Total		4,295,811	474,076

2.2.29 Internal Audit Activities

The scope of the internal audit includes the responsibility of conducting internal audit activities of the Ministry of Labour and Foreign Employment and the institutions thereunder, i.e. the Department of Labour, Office of the Commissioner for

Workmen's Compensation, National Institute of Labour Studies, National Institute of Occupational Safety and Health, Shrama Vasana Fund, National Productivity Secretariat, Department of Manpower & Employment, Sri Lanka Bureau of Foreign Employment and Sri Lanka Foreign Employment Agency and special inquiries.

Audit Management Committee meetings and audit inquiries



Graph 2-15

Progress of Internal Audit Activities

Notes:

- Quarterly reports are issued for the 04 quarters incorporating relevant information of all institutions
- Preliminary report is presented having called for information at the beginning of the year from all institutions under the purview of the Ministry
- Minutes of the meeting of relevant meetings and reports of meetings at the end of the meeting of each institution are prepared and presented for Audit and Management Committee meetings.

03

Chapter Three

Overall Financial Performance for the year
ended 31 December 2022

Overall Financial Performance

3.1 Statement of Financial Performance

Overall financial performance for the year ended 31.12.2022

ACA -F

Overall Financial Performance for the year ended 31 December 2022

Budget 2022	Note	Actual 2022	Revised 2021	Rs.
Revenue Receipts				
Income Tax	1	-	-	
Taxes on Domestic Goods & Services	2	-	-	} ACA-1
Taxes on International Trade	3	-	-	
Non Tax Revenue & Others	4	-	-	
Total Revenue Receipts (A)		-	-	
Non Revenue Receipts				
Treasury Imprests		1,434,681,000	709,243,000	ACA-3
Deposits		239,079,354	185,421,121	ACA-4
Advance Accounts		45,546,282	18,019,240	ACA-5
Other Receipts		-	-	
Total Non Revenue Receipts (B)		1,719,306,636	912,683,361	
Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		1,719,306,636	912,683,361	
Remittance to the Treasury (D)		-	-	
Net Revenue Receipts & Non Revenue Receipts E = (C) - (D)		1,719,306,636	912,683,361	

Less: Expenditure					
Recurrent Expenditure					
1,193,650,000	Wages, Salaries & Other Employment Benefits	5	1,168,025,258	483,931,657	} ACA-2(ii)
242,880,000	Other Goods & Services	6	223,246,945	111,842,416	
86,250,000	Subsidies, Grants and Transfers	7	106,691,603	77,435,090	
-	Interest Payments	8	-	-	
220,000	Other Recurrent Expenditure	9	299,913	297,910	
1,523,000,000	Total Recurrent Expenditure (F)		1,498,263,719	673,507,073	
Capital Expenditure					
29,300,000	Rehabilitation & Improvement of Capital Assets	10	13,272,944	8,551,062	} ACA-2(ii)
11,400,000	Acquisition of Capital Assets	11	2,541,672	17,456,540	
10,200,000	Capital Transfers	12	4,905,994	4,500,000	
-	Acquisition of Financial Assets	13	-	-	
17,600,000	Capacity Building	14	15,278,269	21,613,741	
176,500,000	Other Capital Expenditure	15	137,128,128	30,431,303	
245,000,000	Total Capital Expenditure (G)		173,127,007	82,552,646	
	Deposit Payments		232,470,071	191,277,136	ACA-4
	Advance Payments		46,125,155	20,563,393	ACA-5
	Other Main Ledger Payments				
	Main Ledger Expenditure (H)		278,595,226	211,840,529	
	Total Expenditure I = (F+G+H)		1,949,985,952	967,900,249	
	Impresct balance as at 31 st December 2022		(230,679,316)	(55,216,888)	
	Balance as per the Imprest Reconciliation Statement		(230,679,316)	(55,216,888)	ACA-7
	Imprest Balance as at 31 st December		-	-	ACA-3
			-	-	

3.2 Statement of Financial Position as at 31.12.2022

ACA-P

Statement of Financial Position As at 31st December 2022

	Note	Actual	
		2022 Rs	2021 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	925,861,071	665,072,565
Financial Assets			
Advance Accounts	ACA-5	123,662,195	58,068,525
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		1,049,523,266	723,141,090
Net Assets / Equity			
Net Worth to Treasury		106,405,928	47,449,805
Property, Plant & Equipment Reserve		925,861,071	665,072,565
Current Liabilities			
Deposits Accounts	ACA-4	17,256,267	10,618,721
Imprest Balance	ACA-3	-	-
Total Liabilities		1,049,523,266	723,141,091

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 9 to 55 and Notes to accounts presented in pages from 56 to 67 form and integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to be in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.



Chief Accounting Officer
Date : 2023.05.31

R P A Wimalaweera
Secretary
Ministry of Labour and Foreign Employment
7th Floor, "Mehewara Piyasa"
Narahrenpita, Colombo 05.



Accounting Officer
Date : 2023.05.31

J. A. D. S. Nishamini
Chief Accountant
Ministry of Labour
6th Floor, "Mehewara Piyasa"
Narahrenpita,
Colombo 05.



Chief Finance Officer
Date : 2023.05.31

R T B A A Rathnayake
Chief Financial Officer
Ministry of Labour and Foreign Employment
6th Floor, "Mehewara Piyasa"
Narahrenpita, Colombo - 05

3.3 Statement of Cash Flows for the year ended 31.12.2022

ACA-C

Statement of Cash Flows for the period ended 31st December 2022

	Actual 2022 Rs.	Revised 2021 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Revenue Collected for the Other Heads	67,603,030	27,145,688
Imprest Received	1,434,681,000	709,243,000
Recoveries from advance	45,546,282	17,971,754
Deposit Received	238,730,729	185,421,121
Total Cash generated from Operations (a)	1,786,561,041	939,781,563
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	1,346,754,108	627,442,551
Subsidies & Transfer Payments	106,991,515	81,935,090
Expenditure on Other Heads	26,058,595	974,412
Imprest Settlement to Treasury	-	-
Advanced Payments	38,216,664	20,695,833
Deposit Payments	232,167,333	191,277,136
Total Cash disbursed for Operations (b)	1,750,188,215	922,325,023
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(a)-(b)	36,372,826	17,456,540
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (d)	-	-

Less - Cash disbursed for:

Purchase or Construction of Physical Assets & Acquisition of Other Investment	36,372,826	17,456,540
---	------------	------------

Total Cash disbursed for Investing Activities (e)	36,372,826	17,456,540
--	-------------------	-------------------

NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(d)-(e)	(36,372,826)	(17,456,540)
--	---------------------	---------------------

NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) + (f)	-	-
--	----------	----------

Cash Flows from Financing Activities

Local Borrowings	-	-
------------------	---	---

Foreign Borrowings	-	-
--------------------	---	---

Grants Received	-	-
-----------------	---	---

Total Cash generated from Financing Activities (h)	-	-
---	----------	----------

Less - Cash disbursed for:

Repayment of Local Borrowings	-	-
-------------------------------	---	---

Repayment of Foreign Borrowings	-	-
---------------------------------	---	---

Deposit - Accounts and other Liabilities	-	-
---	----------	----------

Total Cash disbursed for Financing Activities (i)	-	-
--	----------	----------

NET CASH FLOW FROM FINANCING ACTIVITIES (J) = (h) - (i)	-	-
--	----------	----------

Net Movement in Cash (k) = (g) -(j)	-	-
--	----------	----------

Opening Cash Balance as at 01st January 2022	-	-
--	----------	----------

Closing Cash Balance as at 31st December 2022	-	-
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3.4 Notes to Financial Statements

1. Reporting Period

The reporting period for these Financial Statements is from 01st January 2022 to 31st December 2022.

2. Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non exchange revenues are recognised on the cash receipts during the accounting period irrespective of relevant revenue period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future

economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5. Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of PP&E.

6. Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2022.

7. Changes in Formats of Financial Statements & Adjustment of Comparative Figures

Relevant adjustments have been made to the comparative figures for the year 2021 in line with the changes made in the financial statement for the year 2022.

3.5 Performance in Revenue Collection

Table 3.1		Performance in revenue collection				Rs.000
Revenue Code	Description of Revenue Code	Revenue Estimate		Revenue Collected		As a % of the final revenue estimate
		Original Estimate	Final Estimate	Amount (Rs)		
A blank report						

3.6 Performance in the utilization of allocated provisions

Table 3.2		Performance in the utilization of allocated funds				Rs. ,000
Type of provision	Provisions allocated		Actual expenditure	Provisions utilized as a % of the final provision		
	Original Estimate	Final Estimate				
Recurrent	1,523,000	1,529,850	1,498,264			98
Capital	245,000	245,000	173,127			71

3.7 Financial Provisions granted to this Ministry as an agent of other Ministries/ Departments in terms of F.R.08

Table 3.3		Provisions granted to this Ministry as an agent of other Ministries/Departments					Rs. ,000
S.No	Ministry/ Department from which provisions received	Objective of the provision	Provision		Actual expenditure	Provisions utilized as a % of the final provision	
			Original provision	Final provision			
1	Ministry of Public Affairs, Provincial Councils and Local Government	For the payment of allowances of new graduate trainees	-	18,463,709.69	18,463,709.69	100%	
2	Department of Pensions	Settlement of dues to be recovered from retired officers	-	346,9.00	345,9.00	100%	

3.8 Performance in reporting non-financial assets

Table 3.4 Performance in reporting non-financial assets

Rs. ,000

Asset Code	Code description	Balance as per the Board of Survey report as at 31.12.2020	Balance AS AT 31.12.202 as per report on financial position	To be accounted in future	Reporting progress as a %
9151	Buildings & structures	31,823/-	31,823/-		100%
9152	Machinery	894,037/52	894,037/52		100%
9153	Lands				
9154	Intangible assets				
9155	Biological assets				
9160	Work in progress				
9180	Assets leased				



Photograph 3.1 Providing educational assistance to children of migrant workers

3.9 Report of the Auditor General



ජාතික විගණන කාර්යාලය

தேசிய கணக்காய்வு அலுவலகம்

NATIONAL AUDIT OFFICE



මගේ අංකය
எனது இல.
My No.

LSW/B/MOL/SR/01/2022

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

2022 මැයි 31 දින

Chief Accounting Officer
Ministry of Labour and Foreign Employment

The summary report of the Auditor General in terms of section 11(1) of the National Audit Act, No. 19 of 2018 on the financial statements of Head -193 Ministry of Labour for the year ended 32 December 2022.

1. Financial Statements

1.1 Qualified Opinion

The audit of the financial statements of the Ministry of Labour for the year ended 31 December 2022 comprising the statement of financial position as at 31 December 2022 and the statement of financial performance and cash flow statement for the year then ended was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act, No.19 of 2018. Action will be taken to issue the summary report containing my comments and observations on the financial statements of the Ministry to the Chief Accounting Officer in due course in terms of Section 11(1) of the National Audit Act, No.19 of 2018. This report will be tabled in Parliament in pursuance of provisions in Article 154(6) of the Constitution of the Democratic Socialist Republic of Sri Lanka to be read in conjunction with Section 10 of the National Audit Act, No.19 of 2018.

In my opinion, except for the effects of the matters described in paragraph 1.6 of this report, the financial statements give a true and fair view of the financial position of the Ministry of Labour as at 31 December 2022, and its financial performance and cash flows for the year then ended in accordance with Generally Accepted Accounting Principles.

1.2 Basis for Qualified Opinion

My opinion is qualified based on the matters described in paragraph 1.6 of this report. I conducted my audit in accordance with Sri Lanka Auditing Standards

අංක 306/72, පොල්දැව් පාර, පල්ලමුල්ල, ශ්‍රී ලංකාව.

இல. 306/72, பால்தாவ வ வீதி, பத்தரமுல்லை, இலங்கை.

No. 306/72, Polduwa Road, Battaramulla, Sri Lanka.



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(SLAuSs). My responsibility for the financial statements are further described in the Auditor's Responsibilities Section. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

1.3 Responsibilities of the Chief Accounting Officer and the Accounting Officer for the Financial Statements

The Chief Accounting Officer are responsible for the preparation of financial statements that give a true and fair view in accordance with Generally Accepted Accounting Principles and provisions in Section 38 of the National Audit Act, No.19 of 2018 and for the determination of the internal control that is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

As per Section 16(1) of the National Audit Act, No.19 of 2018, the Ministry is required to maintain proper books and records of all its income, expenditure, assets and liabilities to enable the preparation of annual and periodic financial statements.

In terms of Sub-section 38(1)(c) of the National Audit Act, the Chief Accounting Officer shall ensure that an effective internal control system for the financial control exists in the Ministry and carry out periodic reviews to monitor the effectiveness of such systems and accordingly make any alterations as required for such systems to be effectively carried out.

1.4 Auditor's Responsibilities for the Audit of the Financial Statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's summary report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate and its materiality depends on the influence on economic decisions taken by users on the basis of these financial statements. As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Appropriate audit procedures were designed and performed to identify and assess the risk of material misstatement in financial statements whether due to fraud or errors in providing a basis for the expressed audit opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- An understanding of internal control relevant to the audit was obtained in order to



design procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Ministry's internal control.

- Evaluate the structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Evaluate the overall presentation, structure and content of the financial statements including disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Chief Accounting Officer regarding, among other matters significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

1.5 Report on Other Legal Requirements

I express the following matters in terms of Section 6 (1) (d) of the National Audit Act, No. 19 of 2018.

- (a) The financial statements are consistent with the preceding year,
- (b) The recommendations made by me on the financial statements of the preceding year had been implemented.

1.6 Comments on Financial Statements

1.6.1 Presenting Financial Statements

In terms of Section 3.1 of the Public Accounts Guidelines Circular 05/2022 dated 13 December 2022, though instructions have been given to prepare financial statements by using the trial balance generated from CIGAS Wenstop application without any changes, it was observed that the institution had prepared financial statements contrary to the said section.

1.6.2 Non revenue receipts

The acquisition of the non-settled advance balance of Rs. 100,000 in transferring the foreign employment division, the Sate Ministry of Foreign Employment Promotion and Market Diversification to this Ministry in September 2022 was indicated as receipts from other sources in the ACA 3 format.

1.6.3 Cash flow statement

Though both cash and cross notes should be considered in preparing the cash flow

statement in terms of paragraph 6 of Public Accounts Guidelines No. 2022/05 Circular dated 13 December 2022, the cash flow statement had been prepared using only cash notes.

1.6.4 Payment of advances

As per the statement of financial performance, the recovery and payment of advances were Rs. 45,546,282 and Rs. 46,125,155 respectively and according to the computer printout reports it was stated as Rs 46,120, 398 and Rs. 111,714,067.

1.6.5 Balance of the Statement of Imprest Reconciliation

The statement of imprest reconciliation has not been prepared as per Guideline 7.10 of Public Accounts Guidelines Circular No. 2022/05 dated 13 December 2022. There have been instances where Treasury accounting statements did not reconcile with statement of imprest reconciliation.

1.6.6 Imprest balance

In the trial balance submitted to the audit by the Ministry of Labour, Rs. 951,492, 000 received from the Treasury during the year had not been included and a difference of Rs. 951,592,000 was observed in the receipts and payments of the imprest account No. 249/22.

1.6.7 Non-financial assets

In the Statement of Financial Position as at 31 December 2021, the balances of transport equipment and machines & machinery were Rs. 416,645,328 and Rs. 216,603, 735 respectively and same had been taken as Rs. 624,941,134 and Rs. 253,022,479 respectively in stating the opening balance as at 01 January 2022. The reason for this difference has not been explained at least by a note to accounts.

2. Financial Review

2.1 Management of Expenditure

- (a) As no expenditure had been incurred in respect of 26 expenditure codes out of budget allocations amounting to Rs. 6,240,000, a saving of 100% was observed.
- (b) Out of the provision of Rs. 62,600,000 made in respect of 20 expenditure codes, only Rs. 22,717,543 had been utilized by the end of the year under review. The percentage of savings of these expenditure codes ranged from 50 to 94 percent.
- (c) During the year under review, the estimated value of 04 expenditure codes had been increased by Rs 1,900,000 to Rs. 7,409,750, i.e. from 152 percent to 548 percent



through supplementary estimates in terms of Financial Regulation 66.

2.2 Incurring of Liabilities and Commitments

- (a) Though liabilities aggregating Rs. 535,170 had been submitted in financial statements on 29 occasions, they had not been included in the Treasury liability reports.
- (b) An error of duplicating liabilities in computer amounting to Rs. 115,331 on 21 occasions had been included in Treasury notes.

2.3 Reconciliation Statement of Advance to Public Officers Accounts

- (a) Rs. 709,239 recoverable from an officer of the Ministry of labour who had vacated the post over 5 years ago and from 06 officers of the Foreign Employment Division had not been recovered even by 31 December 2022.
- (b) The Director General of Pensions had not been informed to recover the distress loan balance of Rs. 198,400 recoverable from an officer serving in the State Ministry who had been sent on retirement on 21st February 2021. Though the Director General of Pensions had been notified to by an undated letter in May 2022 to recover it in installments from the pension, it was not confirmed to the audit that necessary action had been taken to recover this loan balance.
- (c) Necessary action had not been taken to recover arrears of distress loan amounting to Rs. 91,000 from a Development Officer of the National Productivity Secretariat who had obtained local leave.

2.4 Noncompliance with laws, rules and regulations

Reference to Laws, Rules and Regulations

- (a) Paragraph 1.7 of Chapter xii of the Establishments Codes
- (b) Public Administration Circular 09/2009 dated 16 April 2009

Non-compliance

Though an approved leave register should be maintained as per 190 general format, the National Productivity secretariat had not maintained leave registers properly and by the time of the audit, leave applications had not been entered on 634 instances in respect of the year 2022.

Finger print reports of officers had not been inspected monthly as per the instructions in the circular and the arrival/departure of one lady officer had not been recorded in the fingerprint record from January to May 2022.

- (c) Paragraph 3.1 of Public Administration Circular No. 30/2016 dated 31 December 2016

Though the consumption of fuel must be re-tested after a period of 12 months from each fuel test or after running a distance of 25,000km whichever occurs first, fuel consumption tests had not been carried out in respect of 21 vehicles belonging to the Foreign Employment Division and log books had not been updated and maintained.

3. Operational Review

3.1 Performance

3.1.1 Vision and Mission

As per the following facts, it was observed that the function of formulating, implementing, following up and evaluating policies and programmes relevant to the subjects of institutions under the purview of the Ministry of Labour and the function of the administration of the Employees' Provident Fund which had been cited as key functions of the Ministry which had been cited as the major functions of the Ministry had not been properly carried out.

- (a) Rs. 282,726,669 which had not been credited to individual accounts of the EPF by 31 December 2022 and Rs. 57,174 of the Contribution Account of the Commissioner of Labour had been retained in the deposit accounts of sub-offices of the Department of Labour.
- (b) A proper supervision had not been exercised even by the year 2022 about the Private Provident Fund.
- (c) The national policy on regulating employment and national policy on manpower and employment had not been implemented even by the end of the year 2022.

3.2 Assets Management

- (a) Toyota Land Cruiser jeep valued at Rs. 18,000,000 belonging to the Ministry had not been used from October 2018 until the date of this report and vehicle bearing registration XF-3874 of the Foreign Employment Division had not been utilized even by the date of the audit.
- (b) In terms of Assets Management Circular 01/2017 of the Ministry of Finance and Media dated 28 June 2017, though the accurate details regarding all assets purchased and disposed of by all institutions from the year 2018 should be submitted to the Comptroller General by the end of the relevant quarter, action had not been taken according to the circular.



3.3 Losses and Damages

According to the Board of Survey report of the year 2021, there were two fingerprint scanners belonging to the Ministry of Foreign Employment and according to the Board of Survey report of 2022 there was a shortage of one machine. Though action should have been taken in terms of FR 103 to 109 regarding misplaced machine, it had not been so done and it had not been disclosed in financial statements.

3.4 Uneconomical transactions

A payment of Rs. 4,512,123 had been made for 685 trophies to be awarded to the winners of the National Productivity Awards Ceremony of the year 2020 and on 15 June 2022, the trophies had been handed over to the store. A report had been called one month after receiving the trophies to check whether they were in line with the prescribed standard and as per letter No. NPS/PR/06/001 dated 21 September 2022, other than 33 units, the remainder was reported as defective. Despite this, action had been taken to award these trophies to winners.

3.5 Management Deficiencies

(a) Underutilization of resources

- (a) Though the e-breeze project with an aggregate cost of Rs. 4,299,000 as at 31 December 2022, made up of an initial expenditure of Rs. 1,465,200 in the year 2015, maintenance cost of Rs. 1,700,000 with Rs. 25,000 for each month and other expenditure of Rs. 133,8000 had been used for the activities of the Productivity Awards Ceremony, it had not been used for event management and study management and for administrative functions of officers which were the other expected functions.
- (b) For 639 productivity development officers who had been attached to the Productivity Secretariat as at 31 December 2022, duties had not been assigned properly and they had not been monitored by the Head Office.
- (c) Though the Ministry has been using vehicle bearing registration number WP CAN-1016 belonging to the Ministry of Industrial Exports and Investment Promotion from the year 2020, action had not been taken to have it registered under the name of the Ministry and though the period of validity of the revenue license of the vehicle had expired on 19 December 2021, action had not been taken to have it repaired.

3.6 Foreign Funded Projects

- (a) Though provisions should be secured using a supplementary estimate or Weeramong procedure when there is a need to foreign funds where provisions had not been

allocated in annual estimates, action had not been taken in terms of FR 62(2) as declared by Public Accounts Circular No. 30/94 dated 20 April 1994 in respect of the grant of USD 30,712 provided by the Asian Productivity Organization.

- (b) Though the approval of the Director General of Budgets should be obtained for foreign aid that was not expected at the time of preparing budget, such approval had not been obtained as per FR 621(6).
- (c) Though cash remittances direct from donors should be deposited in the Treasury in terms of FR 625(3) and Public Accounts Circular 30/94 and estimated provisions should be created for the utilization such grants, financial aid aggregating Rs. 3,975, 914 received on two occasions from the Asian Productivity Organization had been deposited in the General Deposit Account and expenditure had been defrayed therefrom.]

4. Human Resource Management

Details of the approved and actual staff of the Ministry of Labour in the year 2022 are given below. \

	Employee category	Approved cadre	Actual cadre	No. of vacancies
(i)	Senior level	449	298	151
(ii)	Tertiary level	908	665	243
(iii)	Secondary level	5,049	4,800	249
(iv)	Primary level	858	704	154
	Total	7,264	6,467	797

M.T.I Gamage

Senior Assistant Auditor General

(On behalf of the Auditor General)

04

Chapter Four Performance Indicators

Performance Indicators

4.1 Performance Indicators of the Ministry (Based on the Action Plan)

Table 4.1 Performance indicators of the Ministry

	Specific indicators	Actual outcome as a percentage (%) of expected outcome		
		100%-90%	75%-89%	50-74%
1	No. of legislations newly enacted/ amended for upholding the labour rights*	5	3	2
2	No. of annual reporting for conventions ratified of the ILO	100%		
3	No. of policy decisions reached for the promotion of industrial peace*	4		
4	The percentage of labour inspections conducted out of the targeted number of labour inspections			61%
5	Of the complaints received on child labour, the percentage of the number of completed inspections			54.5%
6	The number of programmes conducted for social dialogue as a percentage of the target	100%		
7	The percentage of payments of benefits of EPF within 14 days			67%
8	No. of Occupational Safety Officers produced for occupational safety and health of workers	100%		
9	No. of courses conducted to educate the labour force on labour laws	115%		
10	No. of cases finalized out of the cases to be finalized in respect of occupational accidents (fatal & non-fatal)	128%		
11	No. of persons to whom training and education was given on productivity concepts	138%		
12	No. of career guidance programmes conducted for schoolchildren	131%		

Specific indicators	Actual outcome as a percentage (%) of expected outcome			
	100%-90%	75%-89%	50%-74%	Less than 50%
13 Progress of expanding & updating the scope of Sri Lanka national policy on labour migration				40%
14 No. of agreements reviewed and updated entered into with destination countries				45%
15 No. of joint committee meetings held for entering into bilateral agreements	100%			
16 No. of meetings and discussions held/ participated for fostering regional and global cooperation		75%		
17 Preparation of final report incorporating findings and recommendations regarding migration and development	100%			
18 Follow up of projects implemented under stage iv with Swiss Agency for Development and Cooperation			66%	
19 Assessment taking place on the migrant control index			50%	
20 No. of family development plans prepared and implemented for migrant worker families	90%			
21 No. of care plans prepared for vulnerable children of migrant worker families	100%			
22 Monitoring the implementation of family development plans and care plans.	100%			
23 No. of awareness programmes on self employment/ livelihood projects conducted targeting family members of migrant workers			66%	
24 No. of awareness programmes self-employment/ livelihood projects for reintegration of migrant workers who have returned to the country	100%			
25 No. of progress review meetings conducted regarding the duties of District Development Officers			50%	
26 No. of progress review meetings conducted regarding the duties of Divisional level Development Officers (Through officials of the Ministry)				28%
27 No. of progress review meetings conducted regarding the duties of Divisional level Development Officers (Through District Development Officers)	100%			
28 No. of training programmes for capacity development of officials of the Ministry	100%			

Note

- * Since these activities are conducted as per requirements, the final outcome is not definite. Therefore percentages cannot be given.

05

Chapter Five

Performance in achieving Sustainable Development Goals

5.1 Identified sustainable development goals

Table 5.1 SDGs relevant to the Ministry

Target /Goal	Targets	Achievement indicators	Progress of achievements up to now
01 End poverty in all its forms everywhere	1.1 By 2030, eradicate extreme poverty for all people everywhere, currently measured as people living on less than \$1.25 per day	1.1.1 Proportion of the population living below the international poverty line by sex, age, employment status and geographic location (urban/rural)	• 229 awareness programmes relevant to self-employment have been conducted for migrant workers. • Self-employment assistance was extended to 181 beneficiaries • 312,844 migrants have registered with the SLBFE
04 Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	4.4 By 2030, substantially increase the number of youth and adults who have relevant skills, including technical and vocational skills for employment, decent jobs and entrepreneurship	4.4.1 Proportion of youth and adults with information and communication technology (ICT) skills, by type of skill	• 96 awareness programmes were conducted for facilitating job seekers to identify foreign employment opportunities • 2,525 training programmes were conducted for foreign employment through which 88,279 underwent training.
08 Promote inclusive and sustainable economic growth, employment and decent work for all	8.3 Promote development-oriented policies that support productive activities, decent job creation, entrepreneurship, creativity and innovation and encourage the formalization and growth of micro, small and medium sized enterprises, including through access to financial services	8.3.1 Proportion of informal employment in non-agricultural sector employment, by sector and sex	• 4,462 family development plans have been prepared for identified migrant worker families • 793 care plans have been prepared for vulnerable children of migrant worker families • 4,438 awareness programmes and other support service programmes have been conducted by Development Officers targeting migrant worker families • Measures have been taken to bring back 1,641 migrant workers who have been subjected to various hardships with the intervention of foreign diplomatic missions. • Payments have been made for 338,500 insurance premiums for migrant works

8.5	Offering productive and decent employment opportunities for all men & women including youths and persons with disabilities by 2030	8.5.1	Average hourly earnings of male and female workers according to factors such as the occupation, age and nature of disability	In terms of labour laws, average hourly earnings of employees of the private and semi-government sectors do not vary by sex, age, occupation and persons with disability
		8.5.2	Unemployment ratio in relation to gender, age and persons with disabilities	
8.7	Taking effective measures immediately for eradicating forced labour, ending female slavery and human trafficking, proscribing worst forms of child labour including recruitment of child soldiers and ending all forms of child labour by 2025	8.7.1	The number of children employed as workers according to gender in the 5-17 age group	- With the Sustain goal of making Sri Lanka a country free from child labour to the fore, action was taken to appoint committee in respect of Gampaha, Kalutara, Badulla and Galle districts for declaring those districts child labour free zones and to prepare action plans and conduct workshops. - Inquiries were conducted in regard to 160 complaints received on child labour. Since child labour was disclosed in 11 such complaints, legal action was instituted.
		8.8.1	Fatal and non-fatal ratio of accidents according to the gender and state of migration	During the year 2022, 66 fatal accidents and 1,260 non fatal accidents in work places were reported to the Department of Labour. The Department inquired into these accidents and action was taken to constitute legal actions and created awareness amongst employers to prevent recurrence of such accidents by determining the causes of accidents. Accordingly, during the year under review, the Department initiated legal action against 263 employers who acted in contravention of the provisions of the Factories Ordinance.
8.8	Upholding labour rights, promoting safe and secure work environment for all workers including migrant women, migrants and those engaged in hazardous jobs.			

10	Reduce inequality within and among countries	10.7 Facilitate orderly, safe, regular and responsible migration and mobility of people, including through the implementation of planned and well-managed migration policies.	10.7.1	Level of national compliance concerning labour rights (freedoms of association and collective bargaining) on the basis of document sources of ILO & national constitution in terms of gender and migration level	Workers have been given the opportunity to form and maintain trade unions for fostering freedom of association and freedom of collective bargaining in order to work towards safeguarding their rights. Accordingly, 143 trade unions were registered during the year 2022. The total number of valid trade unions in the country as at 31.12.2022 including those registered this year is 2053.
				Recruitment cost borne by employee as a proportion of monthly income earned in country of destination	- National Policy on Migration for Employment Sri Lanka The policy which was further revised in line with the broadening and updating of the scope of 2008 policy, has been submitted to the cabinet of ministers. - The amended bill of the Sri Lanka Bureau of Foreign Employment Act is being reviewed. - The draft is being framed for the formulation of legal framework required for the establishment of a social security system. - Participation in the regional meeting of Colombo Process held in Thailand, participation in the senior representatives' meeting of Abu Dhabi Dialogue through zoom technology and conducting 2 technical committees of GCM. - Making an assessment on migration and development and compilation of the final report on migration and development. - The second draft plan for globally safe and regular labour migration has been shared with stakeholders.

5.2 Achievements and challenges in fulfilling SDGs

Out of the SDGs to be realized by Sri Lanka by the year 2030, the goal that is directly relevant to the Ministry of Labour in terms of the mission of the Ministry is goal 08 which is the promotion of inclusive and sustainable economic growth, employment and decent work for all. Accordingly, the vision and mission of the Ministry of Labour is in accord with this goal and the final outcome of all activities of the Ministry of Labour and its affiliated institutions is to successfully realize this goal. Thus, the overall progress of the ministry reflects the progress in achieving the 08th goal. That aside, the 01st, 05th and 10th goals, i.e. end poverty in all its forms everywhere, achieving gender equality and empowering all women and girls and reduce inequality within and among countries, too are relevant according to the functions assigned to the Ministry.

The Annual Action Plan is designed and implemented in such a way to directly and indirectly

contribute to the achievement of Sustainable Development Goals/ targets applicable to the Ministry. In addition, the activities incorporated in other action plans connected with the subject scope of the sector too are implemented.

In preparing the Annual Action Plan so as to enable the achievement of SDGs, the following challenges were encountered.

- Non-availability of adequate financial provisions
- Absence of methodology. Tools and relevant data for assessing outcome and impact. The need for the national level intervention in this regard.
- As a result of SDGs not being indicated directly in relation to the foreign employment sector, difficulties were experienced in preparing the Action Plan.



Photograph 5.1

Contributory pension scheme for migrant workers

06

Chapter Six Human Resource Profile

Human Resource Profile

6.1 Cadre Management

Table 6-1 Staff of the Ministry as at 31.12.2022

Post	Approved cadre	Existing cadre as at 31.12.2031	No. of vacancies	No. of vacancies as a percentage of approved cadre
Senior level	449	298	151	34%
Tertiary level	908	665	243	27%
Secondary level	5049	4800	249	5%
Primary level	858	704	154	18%
Total	7264	6467	797	11%

6.2 How the shortage or surplus of human resources has affected the performance of the institution

The shortage of human resources of the Ministry and institutions under its purview is as follows.

	Shortage
• Senior Level	151
• Tertiary Level	243
• Secondary Level	249
• Primary Level	154
	797

Due to this human resource shortage, the officers have to perform the duties of vacant posts in addition to their prescribed duties. In particular, the shortage of executive officers has given rise to practical problems in situations where decisions have to be made within the institutional hierarchy and responsibilities have to be assumed such as financial powers as well in situations where guidance and regularization need to be facilitated. The excessive workload resulting from overseeing duties of vacant posts in addition to duties assigned, may cause fatigue and mental stress. Since this situation adversely affects the overall productivity of the Ministry, it is observed that there is a possibility of a decline in the efficiency of the Ministry.

6.3 Human Resources Development

6.3.1 Participation of officers of the Ministry in training programmes

Table 6.2		Participation of officers of the Ministry in training programmes			
	Name of the Programme	No. of employees trained	Duration of the programme	Overall investment (Rs.)	Knowledge acquired
1	Management of personal files	2	07 hrs	8,000.00	Handling the subjects assigned with greater efficiency & accuracy.
2	Training on the preparation of project reports	30	07 hrs	28,700.000	Handling the subjects assigned with greater efficiency & accuracy.
3	Masters of Business Management	1		85,300.00	Handling the subjects assigned with greater efficiency & accuracy.
4	Masters of Science in Business Economics	1		125,000.00	Handling the subjects assigned with greater efficiency & accuracy.
5	Management of personal files	2	12 hrs	7,500.00	Handling the subjects assigned with greater efficiency & accuracy.
6	Transport management	1	6 hrs	4,000.00	Handling the subjects assigned with greater efficiency & accuracy.
7	Duties of the post of cashier	1	6 hrs	7,500.00	Handling the subjects assigned with greater efficiency & accuracy.
8	Role of the Leave Clerk	1	12 hrs	7,500.00	Handling the subjects assigned with greater efficiency & accuracy.
9	Preparing cabinet memoranda	1	12 hrs	8,500.00	Handling the subjects assigned with greater efficiency & accuracy.
10	Leadership and personality development outbound programme	80	2.5 days	Obtained from the provisions of 2021	Enhancing overall efficiency & productivity through increased team spirit.
11	Tamil language course for the implementation of national language policy	50	100 hrs 150 hrs 200 hrs	Borne by the Dept of Labour	Implementation of national language policy

12	Training workshop on Establishments Code & Financial Regulations	02	02 days 13 hours	7000x2 =14000	- Establishment Code & procedural rules - Government funds including consolidated fund - Handling payments and receipts
13	Role & responsibility of Leave Clerk	1	01 day 06 hrs	5000 x 3 = Rs. 15,000	- Role & responsibility of Leave Clerk - Methods that should be adopted in obtaining leave - Becoming aware on correctly updating a leave register
14	Effective maintenance of a personal file	1	01 day 06 hrs	5000 x 3 = Rs. 15,000	Acquiring knowledge and ability required for the effective maintenance of a personal file
15	Preparing cabinet memoranda	03	01 day 06 hrs	5000 x 3 = Rs. 15,000	- Importance of cabinet memoranda - Need for a cabinet memorandum - Various types of cabinet memoranda and formats - Conveying approved cabinet decisions
16	Preparing salaries of public officials	03	01 day 06 hrs	5000 x 3 = Rs. 15,000	- Salaries and salary structure of public officials - Methods of granting and rejecting annual salary increments - Salary conversions & salaries and allowances for acting officers
17	Writing office memos and official letters	13	01 day 06 hrs	5000x 13=65,000 (with 5% discount) = 61,750	- Uses of an office memo - Writing office memos - Formats of writing an official letter - Methods of signing documents
18	Maintenance of government vehicles	01	01 day 06 hrs	5000 x 3 = Rs. 15,000	Maintenance of government vehicles and writing down relevant reports

19	Loss or damage and inquiries under FR 104	03	01 day 06 hrs	5000 x 3 = Rs. 15,000	• Responsibility relating to state assets • Loss and damage • Preparing preliminary reports • Appoint of Board of Inquiry under FR 104 and the role and responsibility of that committee • Reimbursement of loss or damage
20	Role and responsibility of accounts clerks	05	01 day 06 hrs	5000 x 5 = Rs. 25,000	• Knowing details of accounting principles and their uses • Proper entry of transactions in books relevant to accounts and thereby gaining understanding on the balancing of transactions • Accounting principles and their uses • Gaining knowledge on issues of entering transactions

Department of Labour

	Name of the Programme	No. of employees trained	Duration of the programme	Overall investment (Rs.)	Knowledge acquired
21	Leadership training programme (Ratnapura)	40	25.03.2022 to 26.03.2022	1,200,000.00	Developing leadership qualities, ability to work as a group and ability to take strategic decisions
22	Leadership and personality development training programme (Kukuleganga)	136	09.03.2022	767,800.00	Developing leadership qualities, ability to work as a group and ability to take strategic decisions
23	Awareness programme on parliamentary procedures	120	28.03.2022	18,035	Becoming aware of parliamentary procedure
24	Training programme on filing cases, maintaining file cases required in conducting factory inspections	11	26.07.2022	-	Enhancing practical knowledge on filing cases under Factories Ordinance and maintenance of file cases

25	Awareness training programme for District Factory Inspecting Engineers on subjects matters under the purview of the Finance Division of the Department of Labour	11	16.08.2022	-	Enhancing knowledge on financial management
26	Awareness training programme on making officers aware of the latest amendments to labour laws	68	20.09.2022	-	Making officers aware of the latest amendments to labour laws
27	Training programme conducting preliminary inquiries and conducting formal disciplinary inquiries	46	17.11.2022	21,000.00	Training officers on conducting preliminary inquiries and formal disciplinary inquiries
28	Orientation programme for Assistant Labour Commissioners (SLAS)	07	10.02.2022-22.02.2022	48,745.00	Providing knowledge required for discharging duties and orientation training
29	Residential training programme for Deputy Labour Commissioners, Assistant Labour Commissioners and Senior Labour Officers	28	17.12.2022 and 18.12.2022	262,550.00	Making officers aware of the latest amendments to labour laws and updating knowledge on the use of EPF databases
30	Training programme on the implementation of Complaint Management System	200 (Approximately)	16.06.2022 and 26.10.2022	-	Enhancing knowledge on the use of Complaint Management System and discussing solutions for problems arising practically
31	Training programme on complaints received by the Department of Labour and the litigation process relevant thereto	272 (Approximately)	27.01.2022 and 28.01.2022	13,050.00	Duly conducting litigation process relating to the complaints received by the Department
32	File management training programme for Management Services Officers and Development Officers	285	19.08.2022	22,250.00	Enhancing knowledge on the systematic maintenance of files

33	Training officers on the EPF Monitoring System	10	12 days from 11.10.2022 to 28.10.2022	-	Enhancing knowledge on the EPF Monitoring System
34	Training on E-ROC system	12	30.09.2022	-	Developing capacity to extracting information on registered companies through E-ROC system where necessary
35	Training programme on the payment of 30% & services of "L" Division	100 (Approximately)	17.08.2022 and 18.08.2022	-	Developing the ability on more efficient EPF 30% payment and services of "L" Division to clients
36	Training programme on stores management and maintaining the inventory	100 (Approximately)	28.07.2022	3,000	Stores management and inventory maintenance becoming regularized
37	Awareness training programme for officers on computerizing case files	100 (Approximately)	05.05.2022	-	Correctly computerizing case files
38	Hospitality training workshop for Karyala Karya Sahayakas and Multi-functional Service Officers	23	18.06.2022	48,875.00	Enhancing knowledge on correct hospitality methods
39	Workshop for training drivers' grade officers of the Dept of Labour on drivers' responsibility and ethics	71	2022.01.22	57,480.00	Updating knowledge on drivers' responsibility and ethics
40	Training programme for Multi-functional Development Assistant Trainees	18	18.01 2022 to 21.01.2022	10,635.00	Providing knowledge required for official duties
41	Tamil language training programme conducted in terms of P.A Circular 18/2020		One 200-hour programme & 04 150-hour programmes		Developing Tamil language knowledge required for carrying out duties
42	Essentials in System & Network Administration	14		395,450.00	Resolving defects of computer networks of offices

43	Workshop on stores management	01	18,000.00	Carrying out stores management activities of the Supplies Division efficiently
44	Master of Arts in Applied Economics	01	99,000.00	Knowledge required for duties of officers enhanced
45	Masters Degree on Social Science	01	107,500	Knowledge required for duties of officers enhanced
46	Postgraduate degree on Human Resources Management	01	210,000.00	Knowledge required for duties of officers enhanced
47	Masters in Public Administration & Management	07	710,000.00	Knowledge required for duties of officers enhanced
48	Postgraduate degree on Law	01	96,500.00	Knowledge required for duties of officers enhanced
49	Master of Law in Business Law	01	180,000.00	Knowledge required for duties of officers enhanced
50	Diploma in Professional English	01	40,000.00	Knowledge required for duties of officers enhanced

National Productivity Secretariat

	Name of the programme	No of trainees	duration	Nature of the programme	Knowledge acquired
51	Tamil language training programme	36	20.07.2022 – 11.03.2023	Rs.. 112,500.00	Proficiency of officers in English language increased and fulfillment of their service requirement
52	Essentials in system & network administration	02	9,10,16,17,20 of June 2022	Rs. 50,000.00	Improvement of knowledge on practical applications of Information Technology Officers

Sri Lanka Bureau of Foreign Employment

	Name of the programme	No of trainees	Duration	Investment (Rs.)	Output/ Knowledge acquired
53	Cover aspect of customer care and Customer Service	78	2 days	945,000.00	• Telephone Etiquettes and Personal Grooming • Cover aspect of customer care and Customer Service
54	Office Management & Finance Management	32	2 days	191,766.00	• Office Systems • Account systems
55	Induction Training	25	3 days	21,188.00	• Basic knowledge of SLBFE
56	Customer care & Telephone etiquette	32	2 days	159,068.00	• Telephone Etiquette • Customer Care
57	Conciliation Training	75	1 day	54,132.50	
58	Computer Literacy	21	5 days	93,990.00	• Typing • MS Word • MS Excel
59	Effective Business Writing	60	5 days	900,000.00	• Report Writing • Presentation skills
60	Office management & Finance Management (EB Exams)	38	2 days	340,246.00	• Office Systems • Account systems
61	Diesel Generators Training	2	1 day	20,000.00	• Repairing Generators
62	Office Etiquette and Job Role (PL -1)	23	1 day	46,946.00	• Office etiquette • Job role
63	Leave Clerk Training	03	2 days	31,026.00	• Role and responsibilities of Leave clerk
64	Training Program for Executive Officers	30	2 days	140,204.00	• Effective Business Writing • Conflict Management
65	Public Sector Salary payment Procedure	03	1 days	15,000.00	
66	Capacity Development	30	2 days	280,000.00	• Ability to work with limited supervision • Ability to set on own work priorities • Office Etiquette • Essentials of e-code & relevant Sections

67	Job role and office etiquette	30	01 day	140,000.00	• Job role of the Office Assistance • Serving internal & external Customers • Office Etiquette
68	Drivers training program	74	2 days	311,000.00	
69	English Language Training	30	5 days	700,000.00	• Effective Telephone Etiquette • Functional Grammar • Formal Letter writing Skills
70	Decision making and effective business writing	30	2 days	231,000.00	• Personality Development • Enhance Leadership Skills • Essential of Establishment Procedures • Decision Making & Communication Skills
71	Tamil Language Training	30	3 months	438,750.00	• Basics of tamil language • Spoken & reading
72	Bid evaluation in Public procurement	55	5 days	275,000.00	• Preparation of bid • Introduction to bid evaluation • Role & responsibilities of TEC • Writing of evaluation report
73	Training Program for Special Investigation Division	24	02 days	406,120.00	

6.3.3 Department of Manpower and Employment

S. No	Description	Duration	Expenditure (Rs)
74	02 workshops on board of survey and file management	2021.01.18 & 20	28,520.00
75	Postgraduate degree on Business Administration	2021/23	300,000.00
76	National Diploma on Career Guidance	2020/21	300,000.00
77	National Diploma on Career Guidance Course	2020	120,000.00
78	Workshop on the contribution of the divisions for the mission of the Department	2022	23,100.00
79	Diploma in English	2021	75,000.00

80	Workshop on Government Payroll System	2022	18,000.00
81	National Diploma on Career Guidance Course 2022 for 17 officers	2022	595,000.00
82	Diploma in Counseling	2022	25,500.00
83	Higher Certificate Course on Human Rights and International Humanitarian Law of the University of Colombo	2022	40,000.00
84	Diploma Course on Buddhist Ayurveda Consultancy	2018 - 2020	75,000.00
85	Making payments for the Diploma Course on Counseling – for 03 officers	2022	94,875.00
86	National Diploma on Career Guidance -2022	2022	30,000.00
87	Training programme on the preparation of vouchers	2022	29,000.00

Shrama Vasana Fund

S. No	Name of the Training Workshop	No. of officers participated	Amount spent (Rs.)
88	One-day training programme on financial administration methods	03	35 000.00

Training and developing the staff of SLBFE

Table 6.3 Summary of the training Programmes - SLBFE

Description	No of participants 2022 (Jan -Dec)	Financial value Rs.Mn
Workshops	03	31,026.00
Courses	36	2,045,832.70
Training programmes	827	5,759,065.50
Total	866	7,786,269.20

6.3.2 Participation of officers in foreign training programmes

Table 6.4 Participation of Officers in Foreign Training Programmes

No	Name of the programme	No. of employees trained	Duration of the programme	Output/knowledge gained
1	Technical meeting on the impact of digitalization in the finance sector (Online)	2	24-28/01/2022 (Zoom Platform)	Knowledge on impact of digitalization in the finance sector
2	Meeting of experts to revise the 1992 Code of practice on safety and health in construction (Online)	1	21-25/02/2022	Knowledge on safety and health in construction

No	Name of the programme	No. of employees trained	Duration of the programme	Output/knowledge gained
3	Australian Awards Scholarship (AAS) Intake for Academic Year 2022	2	i. 09/06/2022 19/08/2024 ii. 31.05.2022 31.01.2024	-
4	KOICA Scholarship Master's Degree Programs 2022	1	11/08/2022-31/12/2023	Knowledge on applying new skills to the workplace and then and how to contribute to the development of the country
5	High-level Global Forum for a Human-centred Recovery (Virtual format) (Online)	2	22-24/02/2022	Understand the global issues related on job market and social protection of the workers
6	ITEC: The ST Stephens Young Leaders, Neighborhood India	1	01/ 03/2022 - 31/05/2022	Meeting with young professionals from friendly countries in the South Asian Region and study public policy and its implementation
7	MTCP: Certified Penetration Tester by Cybersecurity (Online) Malaysia	2	17-20/05/2022 & 23- 24/05/2022	To share the development experiences in the field of cyber security with other countries
8	ILO – Technical meeting on COVID 19 and sustainable recovery in the Tourism Sector (Online) Geneva	1	25-29/04/2022	To discuss current and emerging issues in the context of the COVID – 19 pandemic
9	Occupational Health & Safety in the Community: How to Strengthen the Capacity of Public Health Personal (Online) Thailand	2	15/08/2022 - 02/09/2022 (Online)	Knowledge about Occupational Health and Saety in the Community
10	International Labour Standards Asia Pacific Academy (ILO)- (Online)	2	02-22/05/ 2022	To strengthen national capacity to follow ILS procedures, including the discharge of reporting obligations under the ILO Constitution.
11	12 th ADBI-OECD-ILO Roundtable on Labour Migration in Asia: Continuing Impact of the COVID – 19 Pandemic and Recovery (ADB) –(Online) Bangkok	1	24-25/05/2022	Knowledge about labour migration in asia and impact on covid 19 pandemic and recovery

No	Name of the programme	No. of employees trained	Duration of the programme	Output/knowledge gained
13	Seminar on Capacity Building against Risks in the Context of BRI for Sri Lanka (Online) China	2	07- 27/06/ 2022	Knowledge about Capacity Building against risks in the context of BRI for Sri Lanka
14	China Multilateral Programmes- Seminar on Development and Management of Service Outsourcing for Developing Countries (Online) China	1	08-28/07/2022	Knowledge about development and management of service outsourcing for developing countries
15	International Training on Communicating Evidence (Online) Geneva	2	14-18/11/ 2022	Knowledge about Communicating Evidence
16	Workshop on Productivity – linked Wage Systems in the Service Sector (Online) Malaysia	1	08-10/08/2022	Knowledge on productivity measurements and its linkages to wages and remuneration in the service sector
17	China Multilateral Programme -Seminar on the Improvement and Utilization of Biomass Energy for Developing Countries (Online) China	1	21/07/2022 - 18/ 08/2022	Knowledge about Improvement and Utilization of Biomass Energy for Developing Countries
18	AIBO Seminar on 5G Technology Standard and Application (Online) China	1	21-30/09/2022	Knowledge about 5G Technology
19	International Conference on Productivity Accreditation and Certification Pakistan	2	5-6 /10/2022	To enhance coloboration among NPOs and the stake holders on the specialized subject to accreditation.
20	ITEC-Good Governance for Management of Rural Development Programme India	1	01-28/11/2022	Knowledge on magaging the rural development programmes and making related policies
21	4 th Meeting of the Intersessional process considering the strategic Approach and Sound Management of Chemicals and Waste Beyond 2020 Romania	1	29/08/2022 - 02/09/2022	Knowledge on addressing the issuing on work place occupational hygyne-
22	Certificate Programme in advance communication skills India	1	07/11/2022 - 04/ 12/2022	Knowledge on advance communication skills
23	Project and risk management India	2	28/11/2022 - 16/12/2022	Knowledge on project and risk management
24	Entrepreneurial management India	2	07/11/2022 - 16/12/2022	Knowledge on entrepreneurial management

No	Name of the programme	No. of employees trained	Duration of the programme	Output/knowledge gained
25	Seminar on economic development and social policy (Online) China	1	01/11/2022 - 21/11/2022	Knowledge on economic development and social policy
26	Meeting of Asian productivity Organization, Thailand	2	18- 20/10/2022	Meeting of Asian Productivity organization
27	Development of APO Certified Productivity Specialists Malaysia	1	07 - 18/11/2022	Enhanced the skills of participant in providing latest technic to improve efficiency and raise productivity.
28	High- Level International technical forum of Senior Officials of Labour Inspectorates: Spain	1	17-18/11/ 2022	Knowledge on the labour inspection mechanisms in other south Asian countries
29	Multicountry Observational Study Mission on Productivity and Innovationfor the Digital Economy South Korea	2	20-22/12/2022	Get a Knowledge about digital economy and applications in the digitl government
30	Billateral cooperation between NPOS Sri Lanka to Malayasia on strategic innovation to enhance productivity Malaysia	4	28- 30/11/2022	Knowledge about strategic innovation to enhance productivity
31	Regional Consultation to Finalize the Draft Regional Action Plan to End All Forms of Child Labour in South Asia 2021-2025 Nepal	1	15 – 16/12/ 2022	Situation of child labour in the region with focus on the learnings/ impact of the covid pandemic through sharing of experiences of different member states.
32	E-Learning on Developing, Negotiating and implementing bilateral labour agreement	03	01 month	Knowledge associated with developing, Negotiating and implementing bilateral labour agreement
33	Fair and Ethical Recruitment and Strategic Reporting Workshop in Thailand	01	04 days	Foreign Knowledge regarding capacity building on fair and ethical recruitment and strategic reporting on human interest stories
34	E-course on labour Migration Statistics, South Asia	03	03 days	Knowledge on labour migration statistics, South Asia

6.3.3 Contribution of training programmes for the performance of the Ministry

Several objectives are expected to be achieved through raining programmes offered to the officers of the Ministry. The foremost amongst them are the capacity development of officers and human resources development. Being motivated to use new media and technology for professional development in a backdrop of limited funds and resources, these training programmes serve to boost their occupational productivity. Similarly, by developing attitudes of officers and improving their language proficiency, they will be able to provide more friendly service to the general public and cause effective institutional interrelations to be forged. Creating a highly experienced, accomplished and contended group of officers in the public service

by directing the relevant officers for training needs identified through a meticulous study is the general objective of these training programmes.

The planning of training programmes of officers has been carried out under the following key components.

- Orientation programme
- Leadership and attitude development training
- Subject related training

Details of training programmes conducted under the relevant components are outlined above. Due to the Covid-19 pandemic situation prevailed in the country, training courses could not be conducted as expected.

07

Chapter Seven Compliance Report

Compliance Report

Table 7-1 Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/Not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
1	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not relevant		
1.4	Stores Advance Accounts	Not relevant		
1.5	Special Advance Accounts	Not relevant		
1.6	Others	Not relevant		
2	Maintenance of books and registers (FR 445)			
2.1	Fixed assets register has been maintained and updated in terms of Public Administration Circular 267/2018.	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and updated.	Complied		
2.3	Register of Audit queries has been maintained and updated.	Complied		
2.4	Register of Internal Audit reports has been maintained and updated.	Complied		

2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date.	Complied
2.6	Register for cheques and money orders has been maintained and update	Complied
2.7	Inventory register has been maintained and updated.	Complied
2.8	Stocks Register has been maintained and updated.	Complied
2.9	Register of Losses has been maintained and updated	Complied
2.10	Commitment Register has been maintained and updated.	Complied
2.11	Register of Counterfoil Books (GA — N20) has been maintained and updated.	Complied
3	Delegation of functions for financial control (FR 135)	
3.1	The financial authority has been delegated within the institute.	Complied
3.2	The delegation of financial authority has been communicated within the institute.	Complied
3.3	Authority has been delegated so that each transaction is signed by two or more officers	Complied
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package.	Complied
4.	Preparation of Annual Plans	
4.1	The annual action plan has been prepared.	Complied
4.2	The annual procurement plan has been prepared.	Complied
4.3	The annual Internal Audit plan has been prepared.	Complied
4.4	The annual estimate has been prepared and submitted to the National Budget Department (NBD) on due date.	Complied

4.5	The annual cash flow has been submitted to the Treasury Operations Department on time.	Complied
5	Audit queries	
5.1	All the audit queries has been replied within the time specified by the Auditor General	Complied
6	Internal Audit	
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019.	Complied
6.2	Answers have been submitted to all internal audit reports within a period of one month.	Complied
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018.	Complied
6.4	In terms of Financial Regulation 134(3), copies of all internal audit reports have been submitted to the Auditor General	Complied
7	Audit and Management Committee	
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019.	Complied
8	Asset Management	Complied
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017.	Complied

8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular.	Complied	
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016.	Complied	
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular.	Compiled	
8.5	The disposal of condemned articles had been carried out in terms of FR 772.	Complied	
9 Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date.	Complied	
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning.	Not complied	Taking more than 06 months to complete the disposal having carried out activities relevant to the disposal of vehicle
9.3	The vehicle logbooks had been maintained and updated.	Complied	
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident.	Complied	

9.5	The fuel consumption of vehicles has been retested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016.	Complied
9.6	The absolute ownership of the leased vehicle logbooks has been transferred after the lease term.	Complied
10	Management of Bank Accounts	
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date.	Complied
10.2	The dormant accounts that had existed in the year under review or since previous years settled.	Complied
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month.	Complied
11	Utilization of Provisions	
11.1	The provisions allocated had been spent without exceeding the limit.	Complied
	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1).	Complied
12	Advances to Public Officers Account	
12.1	The limits had been complied with.	Complied
12.2	A time analysis had been carried out on the loans in arrears.	Complied
12.3	The loan balances in arrears for over one year had been settled	Complied
13	General Deposit Account	
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits.	Complied
13.2	The control register for general deposits had been updated and maintained.	Complied

14	Imprest Account	Complied
14.1	The balance in the cash book at the end of the year under review remitted to Treasury Operations Department.	Complied
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task.	Complied
14.3	The ad-hoc sub imprests had been issued without exceeding the limit approved as per F.R. 371.	Complied
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly.	Complied
15	Revenue Account	
15.1	The refunds from the revenue had been made in terms of the regulations.	Complied
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account.	Complied
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176.	Complied
16	Human Resource Management	
16.1	The staff has been maintained within the approved cadre.	Complied
16.2	All members of the staff have been issued a duty list in writing.	Complied
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017.	Complied
17	Provision of information to the public	
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation.	Complied

17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures.	Complied	
17.3	Biannual and Annual reports have been submitted as per section 08 of the RTI Act.	Complied	
18	Implementing citizens charter		
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management.	Complied.	
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular.	Complied.	
19	Preparation of the Human Resource Plan		
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied	
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan.	Complied	
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular.	Not compiled	Necessary action is being taken to sign annual performance agreements for the entire staff.

19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular.	Complied
20 Responses to Audit Paragraphs		
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied

