



2024

கார்க்காடு வார்தாவி

வருடாந்த செயலாற்றுகை அறிக்கை
Annual Performance Report





Annual Performance Report - 2024

Department of Social Services

Expenditure Head No: 216

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Chapter 01

Institutional profile/ Executive summary

1.1 Introduction

The Department of Social Services operates under the Ministry of Rural Development, Social Protection, and Community Empowerment, with the primary objective of providing relief to marginalized and disadvantaged communities. In line with its mission, the department has systematically implemented various identified programs at both grassroots and national levels, in accordance with the allocations received for the year 2024. Accordingly, this document encompasses comprehensive information on the activities undertaken by the Department of Social Services in 2024.

In this task, the Department of Social Services has facilitated opportunities through 11 vocational training institutions operating under its purview, with the aim of equipping young men and women with disabilities with the necessary knowledge, skills, and attitudes to live independently in society as productive citizens within their homes, communities, and the nation, and integrating them as active contributors to the national workforce.

Further, the Community-Based Rehabilitation (CBR) National Program is implemented in a systematic manner following proper methodologies at the district and divisional levels, with the objective of providing essential services to persons with disabilities. As a key component of this initiative, special projects are carried out at both district and divisional levels. In addition, welfare programs are conducted in 18 hospitals across the country to support hospitalized individuals with disabilities.

Also, a significant role is fulfilled through the Nawinna and Sithijaya Child Guidance Centers to timely intervene and provide necessary services to minimize the physical and psychological challenges faced by children during their early childhood. In addition, a Pre-Vocational Skills Development Center has been established in the Kottawa area to enhance the life skills of children aged 14 to 18 with intellectual disabilities and to prepare them for vocational training. Upon completion of the training, the institution conducts a skills assessment and progress evaluation, following which the children are either referred to a vocational training institute or provide them with home/social inclusion.

The Rehabilitation Program for Individuals with Drug-Addiction is another key initiative implemented by the department. Under this program, drug-addicted individuals are provided with residential rehabilitation, as well as support for their integration into society. Additionally, through public awareness programs at the regional level, drug prevention programs for school children, and personality development programs, a significant service is provided to free the country's future generations from drug-addiction.

Additionally, several national programs are being implemented to promote the economic, social, and cultural development of the target communities. Out of them, the "Sithroo" National Arts Festival, the "Swabhimani" National Awards Ceremony recognizing self-employment organizations of individuals with disabilities, the International White Cane Day Celebration, and the International Sign Language Day Celebration, were possible to be conducted successfully by obtaining the support of sponsoring institutions, complying the circulars issued to control government expenditure. Also, the Bakmaha Ulela for children with disabilities was organized at the institutional level. This initiative aims to enhance the skills and abilities of the differently-abled community across the country while also fostering mutual understanding, trust, and camaraderie among vocational trainees, their parents, staff members, and other stakeholders.

Further, with a view to achieving the success of all development programmes in line the mission of the Department, all field officers attached to the divisional and district secretariats, officers attached to the institutions under the Department and the officers of the headquarters are directed to local and foreign workshops, seminars and training courses for the purpose of improvement of efficiency, motivation for service and productivity of them.

It was possible to achieve high performance through all programs and projects implemented during the year 2024 and this report presents information related to such programmes and overall financial performance under the expenditure Head No. 216.

1.2 Vision, Mission and Objectives of the Institution



Objectives

- Ensuring equal rights, opportunities, freedom, and social security for underprivileged communities, including marginalized and disadvantaged persons with disabilities.
- Enhancing the living standards of persons with disabilities by providing access to income-generating opportunities.

1.3 Key functions

- Providing vocational training for youth with disabilities through vocational training institutes operated under the Department of Social Services.
- Developing the professional activities of youth with disabilities in alignment with the existing market demands by utilizing modern technological methods.
- Implementing early intervention programs for children with disabilities and facilitating their inclusion in integrated education.
- Providing full-time residential care and empowerment for individuals with various disabilities who have lost parental or guardian support.
- Delivering necessary services for persons with disabilities under the community-based rehabilitation (CBR) program and establishing and strengthening self-help organizations for persons with disabilities at the regional level.
- Organizing and implementing residential rehabilitation and awareness programs for individuals with drug addiction.
- Facilitating daily activities for persons with hearing impairments by providing identity cards and sign language interpretation services.
- Providing financial assistance to voluntary organizations that work for the well-being of persons with disabilities.
- Providing medical assistance, ensuring rights protection, and supporting sports, educational, and cultural activities for visually impaired individuals under 60 years of age, along with infrastructure facilities and other welfare services.
- Integrating a proportion of service recipients referred by court orders under the Vagrancy Ordinance into society and enabling their participation as active members of the national workforce.
- Enhancing the knowledge, skills, and attitudes of officers attached to the department by facilitating local and foreign training, conferences, and workshops.

Department of Social Services – Organizational Structure



1.5 Divisions and Institutions under the Department of Social Services

Divisions of the Department of Social Services

- Administration Division
- Sign Language Division
- Service Division
- Community Based Rehabilitation Division (CBR)
- Development Division
- Finance and Accounts Division
- Internal Audit Division
- Research and Media Division

Institutions operating under the Department

❖ Vocational training institutes

- Ketawala Vocational Training Institute
- Wattegama Vocational Training Institute
- Amunukumbura Vocational Training Institute
- Madampe Vocational Training Institute
- Seeduwa Vocational Training Institute
- Kalawana Vocational Training Institute
- Thelambuyaya Vocational Training Institute
- Ragama Vocational Training Institute
- Batticaloa Vocational Training Institute
- Killinochchi Vocational Training Institute
- Tholangamuwa affiliated Vocational Training Institute

❖ Child Guidance Centres

- Navinna Child Guidance Center
- Sithijaya Child Guidance Center

❖ Kottawa pre-vocational skills development center

❖ Care centers

- Jayawiru Sevana Care Centre
- Manusat Piyasa Women's Welfare Centre

❖ Jayawiru Samadhi Rehabilitation Institution

❖ Ridiyagama Kalana Detent Home

1.5.1.1 Administration Division

The primary responsibility of the administrative division is to provide the necessary support services to effectively and efficiently achieve the expected objectives of the mission of the Department of Social Services.

This includes managing human and physical resources, carrying out institutional and administrative functions, implementing policy decisions, and delivering support services to all divisions of the department.

1.5.1.2 Sign Language Division

The primary responsibility of the Sign Language Division is to provide sign language interpretation services to facilitate the educational, social, and cultural needs of persons with full or partial hearing impairment, as well as to ensure their access to healthcare and legal facilities. For this purpose, the Department of Social Services employs ten sign language interpreters. Out of them, six officers serve in vocational training institutes, while the remaining four are stationed at the Sign Language Division of the headquarters. Additionally, these officers provide necessary support to government institutions and media organizations to facilitate communication of the individuals with hearing impairments.

1.5.1.3 Community Based Rehabilitation Division (CBR)

The CBR Division implements the Community Based Rehabilitation (CBR) National Program for Persons with Disabilities. The program provides a unique service to the rehabilitation and socialization of people with disabilities through rehabilitation and socialization of people with disabilities, and provision of services to them especially at the home level.

This process involves identifying individuals with disabilities and formulating personalized rehabilitation plans for each of them. It includes providing training to enhance their skills, facilitating the necessary coordination for their social integration, and making efforts to incorporate them into the mainstream to enable making their contribution to the economy as productive contributors. A structured program operates from the rural level to the national level to ensure the provision of essential services and opportunities for these individuals. Additionally, initiatives such as economic and social empowerment, the organization and mobilization of disabled individuals under self-help groups, and the annual recognition of such groups and individuals through the national event titled “**Swabhimani**” are implemented.

1.5.1.2 Service Division

The Services Division operates with the objective of empowering persons with disabilities across Sri Lanka under the auspices of the Government and safeguarding their rights to live as dignified citizens, and performs the following functions towards achieving the said objective :

- Providing vocational training for young individuals with disabilities (aged 16-35), directing children with disabilities towards vocational training through the development of pre-vocational skills, facilitating employment (both self-employment and institutional employment) for those who have completed their training, and conducting follow-up assessments on them.
- Providing services through child guidance centers to support the development of children with disabilities, from pre-school education level to formal school level.
- Providing rehabilitation and social reintegration services for drug-addicted individuals through rehabilitation centers dedicated to preventing the use of drugs.
- Providing allowances to recognize and motivate teachers serving in special education units and non-governmental preschools for children with disabilities.
- Providing necessary care services through care centers for mentally retarded men/women who have lost their parents/guardians.
- Providing shelter under Houses of Detention Ordinance for the persons who are offenders under the Vagrants Ordinance, providing necessary services to build a better standard of living through empowerment and socialization
- Providing state support to the social welfare mission carried out by voluntary organizations operating for the disabled community by providing maintenance assistance to those organizations.

1.5.1.3 Development Division

The Development Division undertakes a range of responsibilities that directly impact the overall functioning of the Department of Social Services. Key priorities include the formulation of the action plan of the department, preparation of progress reports, and the implementation of trainings, updating knowledge, productivity development carried out in enhancing the capacities of officials.

This division also performs various functions such as organizing national programs, coordinating and directing non-governmental organizations, implementing various projects and programs, acquiring lands belonging to the department and resolving issues and maintaining schedules related thereto.

1.5.1.4 Finance and Accounts Division

The main functions carried out by the Accounts Division are obtaining annual allocations for operations and development programmes of the Department of Social Services, management of allocations, making payments as well as putting into practice the powers vested in the Chief Accounting Officer through the Financial Regulations, by maintaining state accounts in a transparent manner, observing financial discipline.

The financial and accounting functions are carried out under the guidance, management, supervision, and direction of the Chief Accountant. All procurement processes are conducted transparently in accordance with the authority granted by financial regulations, special directives, and government circulars. Additionally, the management, updating, and accounting of government assets under the Department of Social Services are undertaken.

1.5.1.2 Internal Audit Division

In order to ensure that the responsibility of the Chief Accounting Officer is fulfilled as stated in Section 38 of the National Audit Act, this Division carries out its duties as per the appointment made in terms of Section 40 of the said Act and the powers vested in the Internal Audit Division in terms of Financial Regulations 133 and 134 and in accordance with the circulars of the Department of Management Audit.

1.5.1.3 Research and Media Division

This division identifies the issues and needs of beneficiaries under the Department of Social Services to provide more effective services. To achieve this goal, it conducts research and surveys to assess social transformations within the socio-economic environment, as well as the quality and effectiveness of the services provided. Additionally, it focuses on reviewing relevant departmental regulations and undertaking necessary amendments to align them with contemporary requirements.

In addition, the division carries out preparing media releases related to various programs and national festivals implemented by the Department of Social Services, and coordinating media coverage.

1.5.2 Institutions operating under the Department

1.5.2.1 Vocational Training Institutes

One of the primary responsibilities of the Department of Social Services is to provide vocational training to young men and women with disabilities, enabling them to develop the necessary knowledge, skills, and attitudes to live independently and productively within their homes and communities, offering an opportunity for individuals aged 16 to 35 with disabilities to receive vocational training. The vocational training program consists of a one-year or two-year training period. Trainees are provided with free residential facilities, official uniforms, necessary welfare items, and a training allowance. Upon successful completion of the vocational training, they receive a government-recognized certificate along with a set of tools relevant to their field. In addition to vocational training, the program includes sign language and Braille training, leadership development, and activities aimed at enhancing sports, arts, and daily life skills. These courses are designed to facilitate the social integration of trainees by equipping them with essential skills for independent living.

The Department of Social Services operates 11 vocational training institutes dedicated to empowering young men and women with disabilities by safeguarding their rights and providing opportunities for them to integrate into society with dignity, aiming to enable them to become active contributors to the national workforce, fostering their independence and social inclusion.

Courses conducted by vocational training institutes

S. N.	Vocational training institute	Courses conducted	Course duration	Capacity of the institute	Trainees enrolled
1	Amunukumbura	Tailoring	01 year	100	F/M
		Agriculture	02 years		
		Handcraft (Ornamental)	01 year		
		Cement-based products	02 years		
		Hospitality	01 year		
		Graphic design	02 years		
		Bakery and food technology	01 year		
2	Wattegama	Television and allied equipment repair	02 years		
		Carpentry	02 years		
		Sewing	02 years		

		Tailoring	01 year	100	F/M
		Information technology	02 years		
		Handcraft	01 year		
		Batik design	01 year		
		Beauty culture	02 years		
		Agriculture is a common course for all trainees.			
3	Ketawala	Carpentry	02 years	50	M
		Motorcycle and three-wheeler mechanism	02 years		
		Auto painting	02 years		
		Welding	02 years		
		Motor mechanism	02 years		
		Mechanics	02 years		
		Agriculture is a common course for all trainees.			
4	Thelambuyaya	Television and allied equipment repair	02 years	100	F/M
		Sewing	02 years		
		Information technology	02 years		
		Handcraft (Ornamental)	01 year		
		Agriculture	02 years		
		House wiring	02 years		
		Bakery and food technology	01 year		
		Sales assistant	01 year		
5	Seeduwa	Television and allied equipment repair	02 years	130	F/M
		Refrigerator and air-conditioner repair	02 years		
		Sewing machine operation (factory Juki)	01 year		
		Information technology	02 years		
		Carpentry	02 years		
		Handcraft (Ornamental)	01 year		
		House wiring	02 years		
		Massaging therapy	01 year		
		Mobile phone repair	02 years		

6	Madampe	Sewing machine operation (factory Juki)	01 year	40	F/M
		Tailoring	02 years		
		Information technology	02 years		
		Handcraft (Ornamental)	01 year		
7	Ragama	Television and allied equipment repair	02 years	24	F/M
		Tailoring	02 years		
		Information technology	02 years		
8	Kalawana	Agriculture	01 year	30	8
		Handcraft (Coconut related products)	01 year		
9	Batticaloa	Television and allied equipment repair	02 years	50	F/M
		Tailoring	02 years		
10	Killinochchi	Tailoring	02 years	50	F/M
		Information technology	02 years		
11	Tholangamuwa	Batik design	01 year	20	F/M
		Handcraft (Ornamental) is a common course for all trainees			

- The course duration at the Ragama Vocational Training Institute may vary from six months to one year.

1.5.2.2 Jayaviru Sevana Care Home

Jayaviru Sevana Institute has been established in the Ambalanwatta North area of Puwakpitiya, Seethawaka Divisional Secretariat, Colombo District, Western Province, to provide care for male individuals of various ages suffering from various disabilities who have lost their parental care.

These people, who stay there residentially throughout their lives, are not isolated but are cared for with love and affection, while also being guided in daily activities. Along with residential facilities, food, drinks and medical facilities are also provided free of charge.

1.5.2.3 Manusath Piyasa Batugammana Rienzi Alagiyawanna Women's Welfare Centre

The Manusath Piyasa Batugammana Riyanzi Alagiyawanna Women's care home has been established in the Balangoda Divisional Secretariat Division with the aim of providing care to disabled women between the ages of 16-59 who are scattered across the island and have lost their parents and guardians.

During the period of care, food, drinks and medical facilities, including residential facilities, are provided free of charge.

1.5.2.4 Kalana detention center, Ridiyagama.

The Ridiyagama Welfare Rehabilitation Home, located in the Ambalantota Divisional Secretariat Division of the Hambantota District is the only institution operating under the central government that provides rehabilitation under the Houses of Detention Act for the individuals convicted through judicial orders under the Vagrants Ordinance. At present, it provides care and protection for approximately 500 beneficiaries.

The majority of those receiving shelter have been begging for a living, and although there are a handful who have been engaged in menial jobs, they have been arrested for living in public places in the city and referred to this institution on court orders. Furthermore, approximately 60% of these detainees are women engaged in sex work as their primary livelihood. Due to aging and the prevalence of various illnesses, (including socially transmitted diseases) they have been referred for rehabilitation by the court. A structured empowerment program is being implemented to reintegrate at least a portion of these individuals into the national workforce. This initiative focuses on capacity building through education, skill development, and attitudinal transformation, supported by comprehensive care plans and case studies to facilitate their social reintegration.

1.5.2.5 Jayawiru Samadhi Rehabilitation Center

The Jayawiru Samadhi Rehabilitation Center is located in the Ambalanwatta area of Puwakpitiya North, within the Seethawaka Divisional Secretariat Division of the Colombo District. This institution is dedicated to the rehabilitation of individuals struggling with addiction, facilitating their reintegration into society, and enhancing their vocational skills.

The institution has the capacity to rehabilitate approximately 70 beneficiaries who are referred through court orders, voluntary admissions, or recommendations from Divisional Secretariat Offices and hospitals. The standard rehabilitation period is six months. However, for individuals admitted based on court orders, the duration of rehabilitation is determined in accordance with the respective judicial directive.

This institution aims to contribute to national development by rehabilitating individuals struggling with addiction, minimizing their dependency through an understanding of true life values and genuine happiness, and enhancing their skills for a more productive and fulfilling future.

1.5.2.6 Child Guidance Centers

Child guidance programme is implemented under 02 centers operating under the Department of Social Services with the objective of making early intervention and providing necessary guidance for the development of a child in case of any suspicion that there is any abnormality or delay in the development of a child from his/her birth.

The primary task carried out in meeting the needs of the parents who come to the institution in the hope of obtaining accurate guidance is to obtain the child's life information, register the child, identify the child's needs and ensure that an accurate assessment of developmental status of the child is made. After that, direct and indirect intervention related to the services required for the child's development is carried out. Apart from this, counseling services are provided to improve the mental condition of parents and family members. Also, the children who are provided with services are referred to special schools, special education units and normal schools after they are well developed.

- **Nawinna Child Guidance Centre**

This institution which is established in the year 2003 in Navainna, Pathiragoda in the Maharagama Divisional Secretariat in the Colombo District of the Western Province, provides services to nearly 100 children between the ages of 06 months and 16 years.

- **Sithijaya Child Guidance and Pre-Vocational Skills Development Center**

Established in the Malpethawa area of Oluwila Road, within the Ambalantota Divisional Secretariat Division of the Hambantota District, this institution provides guidance services for children aged six months to 16 years. Additionally, it implements pre-development programs for young individuals with disabilities between the ages of 14 and 30, focusing on their growth and empowerment.

1.5.2.6 Pre-Vocational Skill Development Centre, Kottawa

Kottawa Skill Development Center, located in the Maharagama Divisional Secretariat Division of the Colombo District, was established with the aim of preparing the youth between the ages of 14-30 for future vocational training. Development of skills required for vocational training of young people with disabilities who are not qualified for vocational training and children with disabilities who have received basic training from child guidance centers is carried out through this institute. It is expected to develop the skills of nearly 50 children with disabilities annually and thereby direct them to vocational training.

1.6 Funds operating under the Department

1.6.1 Visually Handclapped Trust Fund

With the mission of providing essential services, rehabilitation, and assistance to individuals with visual impairments, the Visually Handicapped Trust Fund Act No. 09 of 1992 was enacted by the Parliament of the Democratic Socialist Republic of Sri Lanka , and it was officially published through a government gazette notification.

The Fund is currently operated at the headquarters of the Department of Social Services, through a committee under the chairmanship of the Secretary to the ministry handling the subject of social services, implementing various services in line with the provisions of this Act for the benefit of the persons with disabilities living in Sri Lanka,

The following programs are implemented through this fund,:

- i. Providing vocational training for visually impaired individuals and offering sports assistance to organizations for the visually impaired.
- ii. Providing educational and cultural assistance.
- iii. Providing rehabilitation assistance.
- iv. Providing support for eye lenses and eye treatments.
- v. Organizing the national program for International White Cane Day celebrations.

1.7 Foreign Technical Assistance Projects and Programs Conducted with the Support of Non-Governmental Organizations

1.7.1 Projects under foreign technical aid

- Name of the project : Project for Promoting Employment Support of Persons with Disabilities in Sri Lanka (ESPD)
- Contributing Agency:- Japan International Cooperation Agency (JICA)
Only the technical knowledge is provided
- Project Duration: - 4 years (November 2021 - November 2025)

This project, implemented jointly by the Japan International Cooperation Agency (JICA) and the Department of Social Services, aims to enhance employment opportunities for persons with disabilities by increasing private sector participation in their recruitment and career development.

1.7.2 Programs sponsored by non-governmental organizations

Serial No.	Institution	Programme9 activity	Sponsorship
01	Child Fund institution	i Printing of curricula for new courses (Relating to the courses, Hospitality, Graphic Design, Mobile Phone Repair, Sales Assistant, and Plumbing) ii Conducting programs to educate vocational instructors about the syllabus and courses related to caregiving and graphic design courses. iii Brave Technical College Conducting a 9-day residential workshop for vocational instructors on the syllabus and new techniques for the mobile phone repair course through Brave Technical College, Gampaha iv Providing allowances for vocational instructors recruited on a voluntary basis	Printing of curricula in Sinhala, Tamil, and English languages. Providing food, drinks and resource-person allowances to 18 officers Providing food, accommodation, training equipment and resource allowances for 07 officers. Providing allowances of 40,000.00 each for 8 vocational consultants.

Chapter 02

Progress and Future Outlook

Progress of the programmes and projects of the Department of Social Services.

2.1. Welfare and Development Program for the persons with disabilities

The main program implemented by the Department of Social Services is the Welfare and Development Program for the persons with disabilities. Several programs, projects and sub-projects are implemented from the regional level to the national level to realize the objectives of this programme, in line with the mission of the Department. The programmes are as follows:

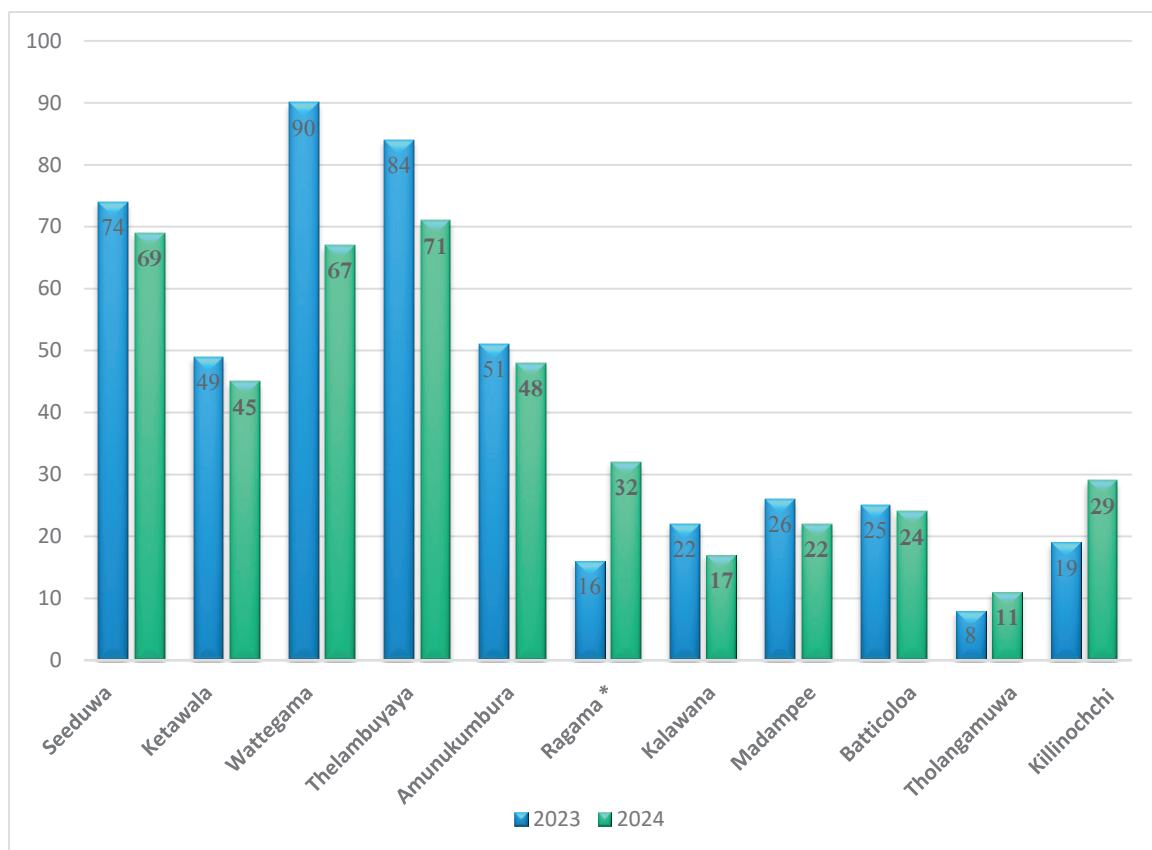
- Rehabilitation and social integration of youth with disabilities through vocational training.
- Early identification of disabilities in childhood and providing necessary interventions, including medical services and child counseling.
- Development of pre-vocational skills for youth with disabilities.
- Providing care and protection for disabled individuals who have lost their parents and guardians.
- Promotion of sign language.
- Provision of financial assistance to voluntary organizations dedicated to the well-being of persons with disabilities.
- Community-based rehabilitation national program for persons with disabilities.
- Rehabilitation of the visually impaired community through the Visually Handicapped Rehabilitation Trust Fund.
- Providing care and facilitating social reintegration for offenders under judicial orders issued under Vagrants Ordinance.
- Sports and arts skill development programs for children with disabilities.

2.1.1 Rehabilitation and social integration of youth with disabilities through vocational training.

One of the main projects implemented by the Department of Social Services is the provision of vocational training for youth with disabilities. Vocational training is provided to over 600 disabled youth annually through 11 Vocational Training Institutes island wide.

The enrollment of new trainees for the academic year 2024 and the start of the course was completed on January 16, 2024, and the one-year courses related to that academic year were completed on December 31, 2024.

Number of Trainees in 2024 by Vocational Training Institutes



In the year 2024, 435 trainees were trained. Among them 261 trainees have successfully completed their trainings.

2.1.2 Child Guidance Programme

The Department of Social Services operates child guidance and therapeutic programs through two child guidance centers.

Nearly 100 children with disabilities receive services from the Nawinna Children's Guidance Center. In the year 2024, the total number of beneficiaries who received services through the institution was approximately 95, of whom 37 were newly registered beneficiaries. Necessary guidance was provided to facilitate the enrollment of five (5) children in regular schools and four (4) children in preschools out of these children.

Special Programs Conducted by the Institution in 2024

- Establishment of a fully equipped classroom for daily activities of beneficiary children.
- Conducting counseling and recreational programs to support the mental well-being of beneficiary parents.
- Implementation of health and nutrition programs, including eye clinics.
- Organization of various religious and cultural programs (such as Vesak, Poson, Esala, Avurudu, and Christmas celebrations)

Nawinna Child Guidance Centre

Total number of new clients registered in the year 2024 -37 (22 males / 15 females)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairment	Hyper active	Hearing impairment	Mentally rerated	Others	
0 – 03	02	-		04	02	-	-	-	-	08
03 – 05	06	02	01	02	02	-	-	-	-	13
05 - 15	06	01	03	01	-	-	-	-	04	15
15 - 18	-	-	01	-	-	-	-	-	-	01
Over 18	-	-	-	-	-	-	-	-	-	-
Total	14	03	05	07	04	-	-	-	04	37

Nawinna Child Guidance Centre
Total number of clients in the year 2024 -95(61 males / 34 females)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairment	Hyper active	Hearing impairment	Mentally retarded	Others	
0 - 03	01	-	-	02	01	-	-	-	-	04
03 - 05	05	02	04	03	02	-	-	-	03	19
05 - 15	12	06	17	11	03	02	01	-	05	57
15 - 18	03	02	03	03	-	-	-	-	-	11
Over 18	-	03	-	-	-	-	-	01	-	04
Total	21	13	24	19	06	02	01	01	08	95

Nawinna Child Guidance Centre
Details of services provided by each division

Service delivered	No. of Children	No. of service sessions
Physio therapy service	95	693
Speech therapy services		352
Vocational therapy services		-
Educational services		4594
Training in daily activities		802
Counselling services		118

In 2024, the "Sithijaya" Child Guidance Center in Hambantota provided services to a total of 74 beneficiaries, of whom 35 were newly registered. necessary guidance was provided to facilitate the enrollment of two (02) children in regular schools and two (02) children in preschools, out of these beneficiaries.

The institution has provided a range of services, including speech therapy, vocational therapy, and physiotherapy. Additionally, Counseling and recreational programs to support the mental well-being of beneficiary parents, Ayurvedic health clinics. Awareness and training programs, Informing institutional officers and parents about benefits provided by the Social Security Board, Various training programs, including home gardening and food preparation, Religious and cultural programs, (such as Vesak, Poson, New Year celebrations, and Children's Day events) have been conducted by this center.

Sithijaya Child Guidance Centre
Number of registered new clients in 2024 - 35

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairment	Hyper active	Hearing	Mentally rerated	Others	
05– 10	04	-	01	03	02	-	-	-	07	17
10— 15	04	-	-	01	01	-	-	-	08	14
15 - 20	01	-	01	-	-	-	-	-	02	04
Over 18	-	-	-	-	-	-	-	-	-	0
Total	09	-	02	04	03	-	-	-	17	35

Further, youth between the ages of 15 and 30 undergo training at this center alongside therapeutic treatments to develop pre-vocational skills. The objective is to guide them towards vocational training opportunities through skill development.

Sithijaya Child Guidance Centre
Total number of clients in the year 2024 – 74 (Male 51/Female 23)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairment	Hyper active	Hearing	Mentally rerated	Others	
05– 10	04	-	05	09	02	08	-	-	07	35
10— 15	04	-	02	03	01	03	-	-	11	24
15 - 20	02	-	02	03	-	-	-	-	08	15
Over 18	-	-	-	-	-	-	-	-	-	-
Total	10	-	09	15	03	11	-	-	26	74

2.1.3 Pre-Vocational Skill Development Programme

The Kottawa Pre-Vocational Skills Development Center facilitates the necessary preparatory training for children with disabilities aged 14 to 30, equipping them with fundamental skills required for vocational training and enrollment in vocational training institutions. In 2024, essential services were provided to 41 children with disabilities, and 8 beneficiaries were successfully directed to vocational training institutions operating under the department.

Kottawa Pre-Vocational Skill Development Centre
Total number of clients served in the year 2024 – 41

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Down syndrome	Mental impairments	Hyper active	Nerve disorders	Cerebral stroke	Multiple disorders	Speech and Hearing Disorders	Others	
14-20		07	06		01	01	02			17
21-30	02	03	07	01	01	02		01	04	21
Over 30		02	01							03
Total	02	12	14	01	02	03	02	01	04	41

Kottawa Pre-Vocational Skill Development Centre
Information about services provided

Serial number	Activity	Sub activities
01	Development of self-help skills	• Eating, dressing, cooking, using toilets, personal hygiene, behavior in a public environment
02	Environmental activities	• Agriculture (Plant Cultivation), Shraavana, Environmental Beautification, Floriculture
03	Thematic concepts	• Correct spelling, pronunciation of words, understanding of various concepts, understanding of numbers
04	Theme based activities	• Design activities related to the theme • Hands-on activities to improve gross and fine mobility skills
05	Social skills	• Development of equality, development of unity, understanding of traffic
06	Personality development	• Leadership skills, sportsmanship development, physical fitness
07	Development of aesthetic skills	• Singing, playing, dancing, drawing
08	Spiritual development	• Programs of meditation and observing sil
09	Development of vocational training skills	• Making wicks, carpets flower pot decoration, candles

2.1.4 Program for providing financial assistance for voluntary organizations

The Department of Social Services provides grants to 27 voluntary skills development centers and special units operating across the country to deliver services to persons with disabilities.

Accordingly, in 2024, based on the nature, needs, and requests of each institution, various grants were allocated, including trainee allowances, maintenance grants, participation grants, teacher allowances, resource grants, transportation allowances, and residential allowances.

S.N.	Voluntary organization	The number of institutions receiving grants
1	Skills Development Centers	09
2	Child Centers Centers	02
3	Child Development Centers	03
4	Special Education Centers, Institutions, and Schools	06
5	Rehabilitation Centers	03
6	Others: (Deaf Services Board / National Mental Health Council / Units / Swarnadama / Development Foundation)	04
	Total	27

2.1.5 Program for Providing Care and Protection for Persons with Intellectual Disabilities Who Have Lost Their Parents or Guardians

Another major program implemented by the Department of Social Services is the care of boy children with intellectual disabilities of various ages who have lost their parents and guardians. Through the Puwakpitiya "Jayaviru Sewana" institute which is operating under the Department for this purpose, lifelong care is provided to more than 75 service recipients.

At the beginning of the year 2024, the institution was operating providing care for 76 clients, and with addition of 09 new clients, by the end of the year the total number of service recipients was around 85. Accordingly, in the year 2024, as a whole, a total of 85 beneficiaries have been provided with care by providing food, shelter, medical and sanitary facilities. Under the Open School Program, various activities have been carried out for the development of mobility capacity and literacy of children with mental and other disabilities who are receiving care at these institutions. Among the beneficiaries receiving care, 79% were individuals with intellectual disabilities, while 21% had other types of disabilities. Based on age distribution, the highest number of beneficiaries fell within the 31-40 age group, totaling 30 individuals.

Puwakpitiya "Jayaviru Sewana" Institute
Information about services provided

Serial No.	Activities	Sub activities
01	Physical development	- Medical clinics, (depending on disability and age levels) sports programs
02	Mental development	- Religious programs, (charity activities, sermons), entertainment programs

2.1.5 Programme for providing care for women with disabilities who have lost their parents and guardians

The "Manusath Piyasa" Batugammana Rianzi Alagiyawanna Women's Care Center, operating under the Department of Social Services, was established to provide care for women with intellectual disabilities aged 16 to 59 who have lost their parents or guardians and are dispersed across the country. In 2024, a total of 28 beneficiaries received care at the center.

Based on age distribution, the majority of residents were individuals with intellectual disabilities aged 16-59, totaling 26 individuals.

Batugammana Rienzi Alagiyawanna Women's Care Center
Information about the services provided

Serial No.	Activities	Sub activities
01	Physical development	- Medical clinics, physical exercises (according to disability and age levels)
02	Mental development	- Religious programs, (Charity activities, Pirith chantings, sermons)
03	Skill development	- Handicrafts (wool-based cards, fabric painting, wall decorations, gardening, girl-scouts)

2.1.6 Promotion of Sign Language

Under the Welfare and Development Program for Persons with Disabilities, another key initiative implemented by the Department of Social Services is the provision of services for individuals with hearing impairments.

With the objective of facilitating communication for the hearing and speech-impaired community while ensuring more effective and enhanced services, the following activities were carried out in 2024:

- Provision of sign language interpretation services as required by state institutions in Sri Lanka, especially for court, police, the Parliament of Sri Lanka, and media organizations.
- Providing sign language interpretation services for private and non-governmental institutions.
- Issuing identity cards for individuals with hearing impairments.
- Recruiting four new sign language interpreters to offer sign language translation services.
- Conducting training programs and grading sessions for 28 selected sign language interpreters for the sign language interpreter pool.
- Organizing an awareness program on reproductive health for individuals with hearing impairments, held alongside the International Sign Language Day National Celebration.
- The International Sign Language Day celebration for the deaf and hearing-impaired community in Sri Lanka was held on September 23, 2024, at the Sethsiripaya Main Auditorium. During the event, the following activities took place:
 - Creation of a booklet to introduce sign language.
 - Printing and distribution of sticker cards to introduce basic sign language phrases.
 - Unveiling of a tag displaying the International Sign Language Flag for individuals with hearing impairments.

Physical and financial progress of the Welfare and Development Program for Persons with Disabilities
Expenditure Head 216 – 02- 03 – 1- 1501 (as at 31/12/2024)

Seria l No.	Activity and physical progress	Expenditure Rs.
01.	Providing services for vocational training, skill development centers and child guidance centers i. Raw materials ii. Other welfare expenses iii. Counseling training allowances iv. Educational tours	16.27

02.	Providing maintenance and rehabilitation assistance to the voluntary organizations which are financially sponsored under the Department. I. Deaf Service Board II. Swarnadama Foundation i. Skills Development Center - Malamulla	0.32
03.	Providing teacher allowances to teachers in voluntary organizations, pre-schools, child guidance centres, skill development centers and vocational training institutes providing services to children with disabilities. No . of teachers -37	7.28
04.	Vocational Training Institute Uniforms – T-shirt, Bottoms	7.96
05.	Providing toolkits to trainees who have completed vocational training	3.33
06	Providing services for Nawinna Child Guidance Centre	0.44
Total expenditure		35.60
Allocation made		36.50

**Physical and financial progress of welfare program for persons with disabilities
Expenditure Head 216-02-03-13 – 1501 (as at 31/12/2024)**

Serial No.	Activity and physical progress	Expenditure Rs.	Serial No.
01.	Payment of trainee allowances (Rs. 150/- per person) to children of vocational training institutions and child guidance centers maintained under the department: Number - 612	30.0	27.61
02.	Payment of trainee allowances to 243 service recipients of the Voluntary Institutions financially sponsored by the Department		

Financial progress of the Welfare Programme for the Persons with Disabilities
Expenditure Head 216-02-03 – 1203 (as at 31.12.2024)

Serial No.	Activity	Allocation Rs.	Expenditure Rs.
01	Payment for food obtained for vocational training institutes and uniform allowances for wardens and caregivers	172.10	77.89

Financial progress of the Welfare Programme for the Persons with Disabilities
Expenditure Head 216-02-04 – 1203 (as at 31.12.2024)

Serial No.	Activity	Allocation Rs.	Expenditure Rs.
01	Payments for food at the Ridiagama Detention Center	75.8	75.2

2.1.7 Cultural and artistic skills development project for the children with disabilities

The Department of Social Services, while empowering the vocational skills of the children with disabilities, plays a leading role in fostering them to become healthy and dynamic persons who have a sense of aesthetic taste.

Accordingly, in 2024, young individuals with disabilities who emerged winners in the sports competitions held at the district level, covering all Divisional Secretariat areas of the country, were presented to participate in the events organized by registered sports societies under the National Paralympic Committee. Out of these, 18 contestants succeeded in winning 37 events. Notably, the majority of these athletes were beneficiaries of vocational training institutions, which is a special highlight.

In addition, the Bakmaha festival for children with disabilities was held at the level of child guidance centers and vocational training institutes.

❖ **Swabhimani" National Awards Ceremony for Recognizing Self-help Organizations – 2024**

In order to encourage people with disabilities under the community based inclusive program, evaluation of the self-help organizations in all district and divisional secretariats of the island, which are made up of persons with disabilities under 17 competition categories and giving prizes and certificates.

Accordingly, the Swabhimani - 2024 National Award Ceremony was held on 07 November 2024 at Suhurupaya Auditorium.

❖ **National Cultural Performance for Persons with Disabilities – "Sith Roo"**

The Department of Social Services organized the **National Cultural Performance for Persons with Disabilities – "Sith Roo 2024"** to showcase the artistic talents of individuals with disabilities at a national level. This event provided an opportunity for participants from vocational training institutes, child guidance centers, care centers, and rehabilitation homes to present their cultural performances. Accordingly, the preliminary round of the **National Cultural Competition for Persons with Disabilities – "Sith Roo"** was held on August 1, 2024, at the auditorium of the Amunukumbura Vocational Training Institute. The winning teams from this competition were recognized at the **Swabhimani National Awards Ceremony**, where they were presented with certificates and awards.

2.1.5 Community Based Rehabilitation National Programme (C.B.R.)

The objective of this programme is to empower the persons with disabilities in knowledge and skills in accordance with the National Policy on Persons with Disabilities in order to protect their rights and enable them to discharge their duties and responsibilities. At the same time, this project is implemented with the objective of ensuring the social and economic well-being of the family member of this community.

Community Based Rehabilitation National Programme
- Financial and physical progress
Expenditure Head 216 -02 -03 -5 – 2509 (as at 31.12.2024)

Project	Programme	Physical progress	Allocation Rs.Mn.	Expendi ture Rs.Mn.
Community Based Rehabilitation Program (CBR)	Appraisal of Swashakthi (Self-reliance) organizations operating from the grassroots level to the national level.- Swabhimanee awards	17 district level competition evaluations have been made.	3.0	1.96
	Providing direct assistance to the disabled community	Direct Assistance - 60 Commode Toilets - 13 Provision of Electricity - 01 Accessible Pathways - 06 Provision of Air Mattresses - 12 Provision of Water Mattress Provided - 03 Water Facilities - 15 Other Equipment and Assistance - 10	1.4	1.4
	Conducting progress reviews and awareness programs in district and divisional secretariats	National, District, and Divisional Programs – 1344	3.0	3.12
	Hospital welfare programs and officer training programs	Programmes 04	0.10	0.042
	Implementation of creative programs and special projects to address timely needs.	Projects 22	3.0	2.99
	Administrative and Other Expenses	C.B.R. Division telephone bills, stationery and other general expenses	0.5	0.76
	Total		11.0	10.27

Visually Handicapped Trust Fund

With the objective of providing necessary services, rehabilitation and relief to the visually impaired, various programmes are carried out under this trust fund for the welfare of the visually impaired community and their families throughout the island. The programs planned under this project in the year 2024 and the physical and financial progress achieved through it are as follows.

Visually Handicapped Rehabilitation Trust Fund–financial progress

Expenditure Head 216-02-03-3-1508 (as at 31.12.2024)

Serial No.	Programme	Physical progress	Estimate Rs. Mn.	Expenditure Rs. Mn.
01	Educational and cultural assistance		5.06	5.26
	i. Providing scholarships for visually impaired school children and visually impaired university students	Students 330		
	ii. Assistance for the Kalaya Magazine (for volumes)	Students 03		
02	Allowances for instructors		0.07	-
03	Rehabilitation assistance		1.27	1.02
	i. Allowances for instructors	instructors 05		
	ii. Student allowance for trainees	trainees 15		
	iii. Provision of electricity and drinking water	Beneficiaries 01		
	iv. Audio books	Books for 24,000 printed pages.		
04	Eye lenses and eye treatment	Eye lenses 01	0.15	0.05
05	White Cane Day Celebration National Festival	Festivals 01	1.0	0.74
06	Sports assistance			0.11
07	Administrative and other expenses		1.44	1.26
Total			9.0	8.44

2.1.8 Providing protection and facilitating the social reintegration of individuals convicted by the courts under the Vagrants Ordinance.

According to the Vagrants Ordinance, the only institution to which convicted individuals are referred by court orders is the Ridiyagama Kalana Detention Center, located in the Ambalantota Divisional Secretariat Division of the Hambantota District. Previously managed by the Southern

Provincial Council, the Ridiyagama Detention Center was brought under the administration of the Department of Social Services in 2024. At present, the facility provides services to 518 individuals who have been referred based on court orders.

A structured reintegration program is being implemented to empower and socially reintegrate at least a portion of the beneficiaries by developing their knowledge, skills, and attitudes, enabling them to become active contributors to the national workforce. Accordingly, through a Beneficiary Development Committee, individualized care plans are formulated for each person, identifying those who can be effectively empowered. Following this assessment, vocational training is provided under a systematic program to facilitate their reintegration into society.

The primary objective of this initiative is to rehabilitate and reintegrate the residents of this institution, who belong to a marginalized and disadvantaged group, and to help them establish a stable and improved quality of life.

Accordingly, the programs implemented in 2024 for the well-being of beneficiaries included:

- Engaging residents in rehabilitation activities such as agricultural farming, food technology, floriculture, and kitchen-related tasks.
- Conducting monthly music appreciation programs at the level of residential places.
- Organizing all-religion programs and cultural celebrations, including Sinhala New Year, Vesak, Poson, and Christmas festivals.
- Conducting health clinics.
- Holding religious programs on every full moon (Poya) day.
- Establishing an open school unit and initiating the “Kalana Mithuru - Akuru Liyamu” literacy program.
- Introducing a tailoring course to support residents' social reintegration.

Additionally, eligibility assessments were conducted to identify suitable beneficiaries for reintegration, with 49 individuals selected. By the end of 2024, structured care plans had been prepared, and four beneficiaries were reintegrated into society.

2.2 Drug Addicts Rehabilitation and Socialization Project

The "Jayawiru Samadhi" Institution in Puwakpitiya, operated under the Department of Social Services, is a rehabilitation project aimed at institutionalizing individuals addicted to drugs and guiding them through a structured rehabilitation process. The primary objective of this initiative is to help them gain a true perspective on life and understand genuine happiness, ultimately enabling them to contribute meaningfully to national development.

After admission to the institution, primarily, the drug addicts are engaged in the rehabilitation process through psycho therapeutic and psychological counseling methods and medical approaches. During this period, they are involved in yoga meditation and religious programmes to stimulate spiritual development in them. The persons being rehabilitated are provided with free accommodation, food and medical facilities during the residential therapy. The residential treatment includes training aimed at vocational skills development too in order to ensure development of the livelihood means of the trainees.

At the beginning of the year 2024 (2023 intake), rehabilitation services were provided to 38 clients, and a total of 85 clients were provided with rehabilitation services by the institution during the year, and 64 of them have been socialized as rehabilitated persons.

Along with institutional rehabilitation, community drug prevention programs are also conducted at the divisional secretariat level in selected districts of the island.

Financial and physical progress of awareness programs under the drug addicts rehabilitation and socialization program Expenditure Head 216- 02-03-2-1501 – (as at 31.12.2024)

Activity	Allocation made Rs.	Financial progress Rs.	Physical progress
Community Drug Prevention Program (District and Regional Level)	1.50	1.50	Conducting 24 awareness programs for school children, community and officials in 23 district and divisional secretariat offices. Puwakpitiya drug-addicts rehabilitation center

2.3 Employment Support For Persons with Disabilities- ESPD project

The Department of Social Services, in collaboration with the Japan International Cooperation Agency (JICA), launched the Employment Support for Persons with Disabilities (ESPD) project with the primary objective of enhancing private sector participation in promoting employment opportunities for individuals with disabilities.

Through the Linkage Creation Program (LCP) implemented by the Department of Social Services at the district and divisional levels by utilizing the service of the Social Services Officers and Human Resource Development Officers through an agreement entered into by the Department of Social Services with the Department of Manpower and Employment, a total of 202 individuals were successfully employed in 2024.

Furthermore, with the objective of continuing this empowerment process in a systematic and sustainable manner, the Department of Social Services aims to maintain national-level coordination, representing Social Services Officers and Human Resource Development Officers within the department.

The programs implemented under the **ESPD project in 2024** are as follows:

1. As the second phase of the **ESPD project** in 2024, **Stakeholder Meetings (SHM)** were conducted in 15 districts (Hambantota, Trincomalee, Madakalapuwa, Jaffna, Kandy, Nuwara Eliya, Anuradhapura, Kurunegala, Kalutara, Matara, Galle, Kegalle, Gampaha, Rathnapura, and Puttalam) to engage with organizations that have already employed individuals with disabilities, as well as other identified institutions.
2. To further enhance the success of the Linkage Creation Program, awareness programs were conducted to raise awareness about conducting Joint Progress Meetings at the district level, with the participation of District Social Services Officers and Human Resource Development Officers from the District Secretariat Offices in the following districts: Gampaha, Galle, Kandy, Matale, Polonnaruwa, Trincomalee, Vavuniya, Kilinochchi, Mullaitivu, and Jaffna.
3. Two **Joint Progress Meetings (JPM)** were held in **Matale** and **Polonnaruwa** districts
4. The establishment of an **Employment Support Unit** within the **Department of Social Services** and development of a concept paper.

5. Four **District-Level Awards Ceremonies** were held to recognize and appreciate the efforts of officials, institutions, and individuals with disabilities who have gained employment.
6. Launching a program called "Sihina Sri Lanka" in 11 Divisional Secretariats with the aim of retaining employed persons with disabilities in employment. This is expected to provide employees with the opportunity to spend time and enjoy with their peers away from the daily work environment.

2.4 Census of Urban Beggars in Sri Lanka

The long-standing growth of urban beggars in Sri Lanka has become a significant social issue in the present day. In accordance with the directive issued by the Parliamentary Committee on Ways and Means, the **Department of Social Services**, in collaboration with the **Rural Development Training and Research Institute**, conducted a census across the entire country in 2023, covering municipal councils and urban councils, and its data was analyzed through an advisory board of experts.

The recommendations provided by the committee is "Addressing inequalities, economic disparities, and social exclusions through long-term sustainable development strategies, the resolution of urban planning-related issues in Sri Lanka can be effectively achieved by ensuring an inclusive and equitable society for all citizens, thereby attaining these objectives. This report has been submitted to the Parliamentary Committee on Ways and Means

2.5 Amendment of the Vagrants Ordinance

A draft proposal prepared for rescission of identified sections of the Vagrants Ordinance in accordance with the recommendations of the expert committee has been submitted to the Cabinet for approval.

2.6 Achievements

- Identifying the abilities and weaknesses of young people with disabilities, and developing 375 trainees according to individual development plans, providing them with vocational training and socializing them.
- Preparing business plans and providing 83 toolkits to trainees who have successfully completed vocational training to start self-employment businesses.

- Providing necessary facilities and guidance to provide employment opportunities to 75 people with disabilities.
- Launching and implementing a program called "Sihina Sri Lanka" in 11 Divisional Secretariats with the aim of retaining employed persons with disabilities in employment. (Moratuwa, Mallawapitiya, Kurunegala, Mahawa, Ganewatta, Polgahawela, Tangalle, Suriyawewa, Bandaragama, Weeraketiya, and Trincomalee)
- Establishing a job promotion unit at the national level.
- The facilitation of employment opportunities in the private sector for **202** persons with disabilities.
- Preparation of an action plan at the district level related to the Employment Promotion Unit (ESU).
- Training the staff and conducting case studies to develop care plans aimed at the social reintegration of beneficiaries at the Ridiyagama Detention Center, and preparation of four care plans.

2.7 Challenges

- Difficulty in sustainably employing and retaining trainees who have successfully completed vocational training in jobs enabling their active contribution to the economy.
- It is practically difficult to provide integration opportunities in the fields of education and employment for the disabled community in Sri Lanka.
- The lack of adequate resources and facilities to ensure protection and long-term care for vulnerable communities (including children, women, and elderly persons with disabilities)
- Providing necessary facilities and ensuring health safety to officers engaged in hospital welfare services.
- Inability to recruit the optimal staff required to maintain institutions in an orderly manner due to restrictions imposed by government policies.

2.8 Targest

- Providing on-the-job training in collaboration with public/private sectors for trainees who are close to completing their vocational training.
- Prepare a cabinet paper and obtain approval for the amendment of the Vagrants Ordinance.
- Creating more employment opportunities for the disabled community (ESU) island-wide through the Employment Promotion Unit.

- The reintegration of selected individuals from the detention homes into society based on care plans.
- Popularizing sign language through sign language training for officers.
- Social empowerment of people with disabilities through national level events as well as recognition at the national and international levels.


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Accounting Officer

Name:- W,G. Darshani Karunarathna

Designation :- Director of Social Services

Date:- 2025.04.24

Darshani Karunarathne
Director of Social Services
Department of Social Services
02nd Floor, Sethsiripaya Stage II,
Battaramulla.

Chapter 03

Overall financial performance of the Year

Overall financial performance of the year ended 31st December, 2024

3.1 Financial performance statement

Financial Performance Statement for the period ended 31 December 2024

ACA- F

Rs.

Budget		Note	Actual	
			2024	2023
	Revenue receipts		-	-
	Income tax	1	-	-
	Taxes on Domestic Goods & Services	2	-	-
	Taxes on International Trade	3		
	Non Tax Revenue & Others	4	-	-
	Total Revenue Receipts (A)			
	Non-Revenue Receipts		-	-
	Treasury Imprests		653,773,000	442,776,000
	Deposits		5,991,329	1,738,928
	Advance Accounts		27,134,336	22,871,986
	Other receipts		-	-
	Total Non-Revenue Receipts (B)		686,898,666	467,386,914
	Total Revenue Receipts Non-Revenue Receipts C = (A)+(B)		686,898,666	467,386,914
	Remittances to Treasury		-	764,941

ACA-1

ACA 3

ACA- 4

ACA-5/5(A)

	Net Revenue Receipts and Non-Revenue Receipts		686,898,666	466,621,973	
	Less: Expenditure		686,898,666	466,621,973	
	Recurrent Expenditure		686,898,666	466,621,973	
796,616,010	Wages, Salaries & Other Employment Benefits	5	776,651,355	592,667,557	
488,840,000	Other Goods & Services	6	346,535,877	212,829,168	
101,815,000	Subsidies, Grants and transfers	7	95,480,573	65,497,978	
-	Interest Payments	8	-	-	ACA- 2(ii)
500,000	Other Recurrent expenditure	9	311,250	64,711	
1,387,771,010	Total Recurrent Expenditure (D)		1,218,979,055	871,059,413	
	Capital Expenditure				
30,898,215	Rehabilitation & Improvement of Capital	10	26,459,473	12,823,897	
70,746,785	Acquisition of Capital assets	11	51,400,288	8,633,042	ACA 2(ii)
-	Capital transfers	12	-	-	
-	Acquisition of Financial assets	13	-	-	
3,500,000	Capacity Building	14	1,246,660	1,436,449	
11,000,000	Other Capital expenditure	15	10,268,208	10,267,252	
116,145,000	Total Capital Expenditure (E)		89,374,628	33,160,640	
	Main Ledger Expenditure (F)				
	Deposit Payments		4,269,359	5,381,981	ACA- 4
	Advance payments		25,889,841	24,250,046	ACA 5/5(A)
	Total Expenditure =(D+E+F)2019		30,159,200	29,632,027	
	Total Expenditure		1,338,512,884	933,852,081	

3.2 Statement of Financial Position

ACA - P

As at 31 December 2024

Statement of Financial Position

	Note	Actual	
		2024 Rs.	2023 Rs .
Non-Financial Assets			
Property, Plant & Equipment	ACA 6	1,155,306,458	1,105,769,707
Financial Assets			
Advance accounts	ACA 5	58,348,816	59,593,312
Cash & Cash Equivalents	ACA 3	-	-
Total Assets		1,213,655,275	1,165,363,019
Net Assets / Equity			
Net Assets		56,288,971	59,255,437
Property, Plant & Equipment Reserve		1,155,306,458	1,105,769,707
Current Liabilities			
Deposits Accounts	ACA 4	2,059,845	337,875
Imprest Balance	ACA 3	-	-
Total liabilities		1,213,655,275	1,165,363,019

Details of Accounting Statements in above ACA format Nos. 1 to 6 presented in pages from 39 to 41 and Notes to accounts presented in pages from 42 to 44 are 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.


 Chief Accounting Officer
 Name: Malarmathy
 Gangatharan
 Designation: Secretary
 Date :2025.04. 25

Malarmathy Gangatharan
 Secretary
 Ministry of Rural Development, Social Security and
 Community Empowerment
 1st Floor, Stage II, Sethsiripaya
 Battaramulla.


 Accounting Officer
 Name: W.G.Darshani
 Karunaratne
 Date : 2025.04. 27

Darshani Karunaratne
 Director of Social Services
 Department of Social Services
 02nd Floor, Sethsiripaya Stage II,
 Battaramulla.


 Name: P.G.T.M. Kularathna
 Designation: Chief
 Accountant
 Date : .2025 . 04 . 24

P.K.G.T.N.M. Kularathna
 Chief Accountant
 Department of Social Services
 2nd Floor, II Stage,
 "Sethsiripaya", Battaramulla.

3.3 Statement of Cash Flows

ACA - C

Statement of Cash Flow for the period ending 31st December 2024

	Actual	
	2024 Rs.	2023 Rs.
<u>Cash Flows from Operating Activities</u>	-	-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue collected for other heads	18,730,438	16,514,573
Impress receipts	653,773,000	442,776,000
Recovery of advances	26,413,396	22,154,080
Deposit received	5,991,329	1,688,928
Total Cash generated from Operations (a)	704,908,164	483,133,581
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	535,468,788	391,185,893
Subsidies & Transfer Payments	73,296,295	53,072,947
Expenditure made on other heads	29,119,767	4,966,148
Impress Settlement to Treasury	-	764,941
Advance payments	25,898,773	24,245,051
Payment of deposits	4,269,359	4,726,981
Total Cash disbursed for Operations (b)	668,052,983	478,961,961
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(a)-(b)	36,855,181	4,171,620
<u>Cash Flows from Investing Activities</u>	-	-
interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Recovery of advances	-	-
Total Cash generated from Investing Activities (d)	-	-

<u>Less - Cash disbursed for:</u>	-	-
Purchase or Construction of Physical Assets & Acquisition of Other Investment	36,855,181	4,171,620
Advance payments	-	-
Total Cash disbursed for Investing Activities (e)	(36,855,181)	(4,171,620)
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(d)-(e)	0	0
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) + (f)	-	-
<u>Cash Flows from Financing Activities</u>	-	-
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Deposits received	-	-
Total Cash generated from Financing Activities (h)	-	-
<u>Less - Cash disbursed for:</u>	-	-
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Payment of deposits	-	-
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 01" January	-	-
Closing Cash Balance as at 31st December	-	-

3.4 Notes to the Financial Statements - not applicable

3.5 Performance of the Revenue Collection – not applicable

3.6 Performance of Utilization of Allocation

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Type of allocation	Allocation made			Allocation utilization as a percentage (%) of final allocation
	Original allocation	Final allocation	Actual expenditure	
Recurrent	1,279,000,000	1,387,771,010	1,218,979,055	87.84
Capital	114,000,000	116,145,000	89,374,628	76.95

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/District Secretariat/Provincial Council as an agent of the other Ministries/ Departments – not applicable

3.8 Performance of the Reporting of Non-Financial Assets

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Assets code	Code description	Balance as per Boar of Survey report as at 31.12.2024	Balance as per Financial Position report as at 31.12.2024	Yet to be accounted	Report ing progress as %
9151	Building and Structures		874,268,563.79		
9152	Machinery and Equipment		201,918,094.30		
9153	Land		79,100,000.00		
9154	Intangible Assets		19,800		
9155	Biological Assets		-		
9160	Work in Progress		-		
9180	Leased Assets		-		

3.9 Auditor General's Report



ජාතික විගණන කාර්යාලය தேசிய கணக்காய்வு அலுவலகம் NATIONAL AUDIT OFFICE



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My No. }

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Your No. }

දිනය
திகதி }
Date }

2025 මැයි 30 දින

**Accounting Officer,
Department of Social Services.**

Head – 216 Summary Report of the Auditor General on the Financial Statements of Department of Social Services for the year ended 31 December 2024 in terms of Section 11(1) of the National Audit Act, No. 19 of 2018.

1. Financial Statements

1.1 Qualified Opinion

The audit of the financial statements of the Department of Social Services for the year ended 31 December 2024 comprising the statement of financial position as at 31 December 2023, 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. This report contains my comments and observations on the financial statements to be presented to the Department of Social Services in terms of Section 11(1) of the National Audit Act, No. 19 of 2018. The report of the Auditor General will be presented in Parliament in due course in accordance with Article 154(6) of the Constitution of the Democratic Socialist Republic of Sri Lanka 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 Department of Social Services as at 31 December 2024, 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 (SLAuS). My responsibilities, under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

1.3 Emphasis on a Specific Matter – Basis of Preparation of Financial Statements

I draw attention to the notes accompanying these financial statements, which describe the basis of their preparation. These financial statements have been prepared in accordance with Financial Regulations 150 and 151, and State Accounts Guidelines No. 06/2024 dated December 16, 2024, as amended on February 21, 2025, to meet the requirements of the Department of Social Services, the General Treasury, and the Parliament. Accordingly, these financial statements may not be suitable for purposes other than those mentioned above. My opinion is not modified in respect of this matter.

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

In accordance with Financial Regulations 150 and 151, and State Accounts Guidelines No. 06/2024 dated December 16, 2024, as amended on February 21, 2025, It is the responsibility of the Accounting Officer to determine the necessary internal controls required to enable the preparation of financial statements that present a true and fair view of all financial matters, and to ensure that such statements are free from material misstatement, whether due to fraud or error.

As per Sub-section 16(1) of the National Audit Act No. 19 of 2018, the Department is required to maintain proper books and records of all its income, expenditure, assets and liabilities, to enable annual and periodic financial statements to be prepared.

As per Sub-section 38 (1) (c) of the National Audit Act, the Accounting Officer shall ensure that effective internal control system for the financial control of the Department exists, 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.

1.5 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 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, they could reasonably be expected to influence the economic decisions of users taken 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 scepticism 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 Department'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 Accounting Officer regarding, among other matters significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

1.6 Comments on financial statements

1.6.1 Payment of advances

An outstanding loan balance of Rs. 3,438,957, pertaining to 18 officers who were transferred from provincial council institutions to the Department of Social Services on January 1, 2024, had been carried forward for a period of one year without being settled

1.6.2 Non-financial assets

- (a) According to the statement on non-financial assets (ACA-6), a value of Rs. 45,847,500 had been recorded under transport equipment. However, based on the information obtained from the Department of Motor Traffic regarding vehicles registered under the Department of Social Services, it was revealed that as at December 31, 2024, ownership of 11 tractors and 2 bowsers remained with the Department of Social Services. The Department did not possess any information regarding whether these vehicles had been transferred to another institution, disposed of, or subjected to any other action, and, no entries or investigations had been made in the asset register regarding these matters.
- (b) The 5 pieces of lands comprising 73.376 hectares in total, wherein five vocational training institutes, two child guidance centers, and two retention and rehabilitation homes are situated—and an additional five land plots comprising 10.3804 hectares in total, all under the purview of the Department of Social Services—had not been formally transferred and recorded in the Statement of Non-Financial Assets by the end of the year under review.

1.6.3 Losses and Damages

Although the value of the loss due to the shortage of equipment, as stated in the statement on write-offs and recoveries under Financial Regulation 109 in Annexure (ii) of the financial statements, was Rs. 219,000, the written-off value recorded was Rs. 273,750, and an amount of Rs. 273,750 had been debited as an expenditure in the cash book under ACA-2-(ii) 216-1-1-1701.

2. Report on Other Legal Requirements

I declare the following matters in accordance with Section 6(1)(a) of the National Audit Act, No. 19 of 2018

- (a) The financial statements are consistent with those of the previous year
- (b) The following recommendations made by me regarding the financial statements of the previous year had not been implemented.

Reference to Paragraphs	Audit Observation	Recommendation
1.6.1 (a)	Although a period of over 11 years have passed since the donation of six plots of land, totaling approximately 29 acres, to the Department for the establishment of vocational training institutes, rehabilitation centers, and counseling centers, the value of these lands and the buildings constructed thereon had not been assessed and recorded in accounts as land and buildings	The value of the lands and buildings provided as donations should be valued and recoded in accounts.
1.6.1 (b)	The legal ownership of the lands on which seven vocational training institutes had been established had not been transferred to the Department, their value had not been assessed, and the expenditure incurred on buildings constructed over a period exceeding 11 years had not been recognized and accounted for under non-financial assets as buildings and constructions.	The expenditure incurred on the constructed buildings should be identified and accounted for
2.3	Although government vehicles intended for use as training aids should be disposed of through proper procedures and their registrations canceled in accordance with the Motor Traffic Act, five vehicles allocated to the Wattegama Vocational Training Institute had been used as training aids while still bearing their registration numbers. Further, 19 motorcycles belonging to the Wattegama Vocational Training Institute had been transferred to the Katugasthota Vocational Training Institute but remained parked there with their number plates still attached.	The registration should be cancelled in accordance with the Motor Traffic Act before being used as a training aid.
3.1.5	Construction of the Kilinochchi Vocational Training Centre, which commenced in 2017 and was declared open on December 20, 2022, had incurred an expenditure of Rs. 1,280,000, while the value of the land was observed to be Rs. 93,630,000. 2023 Although two training programmes were commenced in May 2023 with the enrollment of trainees, by January 2024, the courses had been discontinued due to the absence of instructors. this vocational training center, which was constructed at significant cost with full facilities, currently remains non-operational, staffed only by an Officer in Charge and a Development Officer, while payments continue to be made for security and cleaning services. Accordingly, there was a failure in achieving the intended objectives of the center.	Action should be taken to achieve the expected benefits of the centre

- 3.2 (d) When reviewing the admissions to vocational training centers for the year 2023, it was observed that although 6 out of the 11 centers had residential and training facilities for 450 individuals, only 288 trainees had received training during the year under review, resulting in the underutilization of those six centers
- The capacity of the vocational training centers should be fully utilized

3. Financial Review

3.1 Certifications required from the Accounting Officer

Although the Accounting Officer was required, under the provisions of Section 38 of the National Audit Act, No. 19 of 2018, to provide certifications regarding the following matters, such actions had not been carried out accordingly.

Although the Accounting Officer is required to certify that an effective internal control system has been established and maintained for the financial management of the Department, to periodically review the effectiveness of that system and implement necessary improvements to ensure its efficiency, and to carry out such reviews in writing and submit a copy to the Auditor General; no statements to the proof that such reviews were conducted had not been presented for audit.

3.2 Non-compliance with laws, rules, and regulations.

Reference to Laws, Rules, and Regulations Non-compliance

- | | | |
|-----|--|--|
| (a) | Section 5.2 of Chapter XV of the Establishments Code | An officer who had been on no-pay leave being spent out of the island from 21.01.2019 to 20th January 2024 had not reported back to duty by the end of the year under review, and action had not been taken to recover the penalty amounting to Rs. 667,920 calculated accordingly. |
| (b) | Paragraphs 02 (i) and 04 of Asset Management Circular No. 05/2024 dated December 18, 2024. | In order to prevent the misuse and misplacement of public property and to ensure the effective utilization of government funds, it is the mandatory responsibility of the heads of all state institutions to ensure the proper utilization, documentation, maintenance, and reporting of all government vehicles. However, appropriate action had not been taken with regard to the disposal of non-operational vehicles and the proper use of vehicles. |
| (c) | Paragraph 2024 (7) on the delegation of financial control authority, as stated in Departmental Circular No. SSD/2/2024 issued in December 2023 by the Director of Social Services. | Although the maximum allowable ad-hoc advance for Social Services Officers is Rs. 80,000, two officers of the department had obtained advances exceeding this limit, amounting to Rs. 95,000 and Rs. 91,200 respectively, in non-compliance with the regulation. |

3.3 Issuing of ad-hoc sub imprests and settlement

- (a) according to Section 9 of State Finance Circular No. 01/2020 dated August 28, 2020, as amended under Financial Regulation 371(2)(a), although an ad-hoc advance not exceeding Rs. 100,000 may be granted on a single occasion exclusively to officers in staff grade for a specific urgent task, it was found that the Officer-in-Charge of the Kilinochchi Vocational Training Institute had obtained an ad-hoc advance of Rs. 144,900, exceeding the maximum limit and thereby acting in contravention of the financial regulations. Such an advance exceeding the maximum allowable limit had been obtained without obtaining prior approval from the Department of Treasury Operations in accordance with Financial Regulation 371(2).
- (b) According to Financial Regulations 371(2)(a) and 371(5), although officers who obtain ad-hoc advances are required to settle them immediately upon completion of the respective task, officers of the vocational training institutes and the head office who had obtained such advances amounting to a total sum of Rs. 2,004,063, had delayed settlement of the same over a period ranging from 16 to 336 days, in 65 instances during the year.
- (c) On four occasions, officers of the department had obtained ad hoc advance totaling Rs. 100,660 approximately one month prior to the period during which the funds were actually required, and more than 50 percent of the advanced amount had remained in hand. The unutilized portion of these funds had been retained in hand for a considerable period before being settled. Furthermore, some officers had obtained new ad hoc advances before settling the previously granted ones. Accordingly, although the delays in obtaining and settling ad hoc advances and the prolonged retention of them in hand posed a risk of financial irregularities, the internal controls of the departmental management in this regard were at a significantly weak level.

4. Review of Operations

4.1 Performance

The primary objective of the community-based rehabilitation national programme, implemented in accordance with international conventions to safeguard the rights of persons with disabilities, is for Social Services Officers to identify persons with disabilities at the household level and develop individualized rehabilitation plans for each person. An allocation of Rs. 11 million had been provided under the 2024 annual estimates for this purpose. According to the action plan and progress report, Rs. 6.10 million, or 55 percent of the allocation, had been made for meetings and Swabhimani programmes during the year under review. According to the progress report, although it had been planned to implement 30 special projects aimed at empowering persons with disabilities and to provide assistive devices to 70 individuals, only 22 special projects had been implemented and assistive devices had been provided to 60 individuals.

By the year under review, the number of identified persons with disabilities stood at 174,369, of which information on only 157,628 individuals had been entered into the Google Sheet. Rehabilitation plans had been prepared for only 16,163 of them.

4.1.1 Vision and Mission

In line with the mission of the Department, that is “To achieve the expected results by conducting research, formulating policies and implementing programmes in an efficient, expeditious and effective manner, adopting innovative approaches through inter-institutional co-ordination and

professional intervention, for integrating the target community into society through protection of their rights and empowerment of them” the Department should conduct research and formulate policies in a expeditious, efficient, and effective manner through innovative approaches in the execution of its functions, but adequate measures had not been taken to achieve the objectives of ensuring equal rights, opportunities, freedom, and social security for marginalized and disadvantaged communities, including persons with disabilities, and improving their quality of life by providing access to income-generating opportunities.

4.1.2. Failure to achieve the expected level of outcome

- (a) The Department of Social Services operates 11 vocational training institutes across the island for children with disabilities, offering a total of 51 residential training programs. To facilitate these programs, 53 vocational training instructors and 161 other staff members are employed at these institutes.
 - I. In comparison of the capacity of enrollment of trainees and the utilization of the capacity in vocational training institutes for the years 2023 and 2024, seven vocational training institutes operated at a capacity utilization level of less than 50%
 - II. According to the number of students who completed courses at each vocational training institute in 2023 and 2024, the expenditure per student ranged from Rs. 335,142 to Rs. 1,075,738. However, the intended objectives of establishing these vocational training institutes had not been achieved. At the Kilinochchi Vocational Training Institute, although 15 students were enrolled in 2023 and 33 in 2024, none of them had completed their courses.
 - III. In analyzing the number of students enrolled in 2023 and 2024 in comparison to the number who completed the courses and who were engaged in employment, it was observed that only 38% of those who completed courses in 2023 and 23% in 2024 had been engaged in employment.
- (b) Although a provision of Rs. 5 million had been allocated to provide tool kits to 150 vocational trainees who successfully completed the courses as per the revised annual implementation plan, according to the progress report, tool kits had been provided to only 82 trainees at a cost of Rs. 3.3 million. In addition, two trainees who completed vocational training in 2022 under the Asian Development Bank program had been provided with tool kits worth Rs. 25,000 and Rs. 26,000.
- (c) Despite the presence of instructors for the inspection of course management at vocational training institutions, issues such as courses not being conducted and instructors being stationed at the locations where there were no courses were observed. Although vocational training institutions were established and maintained, the Department had not carried out proper management, supervision and follow-up of the vocational training institutions. Also, although vocational training institutions were established and maintained with the aim of integrating disabled people into society and providing them with access to economic income generation, the website maintained on vocational training institutions had not been updated.

4.2 Uneconomic transactions

The Department of Social Services had operated the Navodya Institute as a Drug-addicts Rehabilitation Centre at No. 136, Vauxhall Street, Colombo 02 from 1992-2012 and had also paid assessment tax for it. Although the building was vacated in 2012, the Department has had to pay Rs. 2,789,684 in arrears of assessment tax to the Colombo Municipal Council Municipal Treasury from 2012 to 2015.12.31 due to failure to properly report the vacating of the building.

Further, the above building remained idle for more than 12 years due to the fact that the land and building were not handed over to an institution that should have taken action in that regard.

5. Sustainable development

5.1 Progress in achieving the Sustainable Development Goals

- (a) Under the the Sustainable Development Goals, the first development goal identified aims to, by the year 2030, eliminate disparities in education based on gender, ensure access to all levels of education, and provide opportunities for persons with disabilities, indigenous populations, and children at risk to receive vocational training but due to the absence of a data system containing information and statistics on persons with disabilities and children at risk across the country, the department had minimal capacity to achieve this goal by 2030 in the annual performance indicators.
- (b) Although the second development goal identified under the Sustainable Development Goals is to provide productive and decent work opportunities for all women and men, including persons with disabilities and youth, by 2030, the number of such opportunities provided during the year under review had not been identified. In the absence of an updated database of persons with disabilities and youth covering the entire island, there was no confirmation as to whether sufficient progress was made during the year under review to achieve this goal by 2030.

6. Human Resource Management

- (a) As of 31st December 2024, there were 375 vacancies in the approved and actual cadre. Among these, 232 vacancies in 28 posts had remained unfilled for a period ranging from 1 to 10 years. While there were 68 excess positions in the Development Officer Service I/II/III – Development Officer (Social Services) grade, there were also 23 vacancies in the same grade under the Development Officer (Elderly/Social Services) category.
- (b) The number of employees who had served in the head office and other offices for more than 5 years was 88, of which 27 had served for more than 11 years, contrary to the provisions relating to transfers of public officers under Chapter XVIII of the procedural rules (Volume 01) of the Public Service Commission, published in the Extraordinary Gazette No. 2310/29 dated 14 December 2022, and also contrary to the Combined Service Transfer Policy presented annually in Combined Service Circulars. Accordingly, due to factors such as the officers belonging to the above categories not making transfer requests for a long time, the management not taking steps to transfer, internal transfers within the department and officers whose duties can be replaced performing one duty subject for a long time, etc., the Department has not been able to achieve the objectives including the employee's professional development, talent development, gaining experience, and increasing the efficiency and productivity of the organization that are expected to be achieved by transferring an officer in accordance with Section 247 of Chapter XVIII of the above Gazette, and it was observed during the audit that serving in one workplace/division for a long period of time without being transferred leads to opportunities for various irregularities including financial fraud.

Sgd./ by
H.M. De Soysa
Seniors Assistant Auditor General
For the Auditor General

Chapter 04

Performance Indicators of the Institution

4.1 Performance indicators of the institution (based on the action plan)

Specific indicators	Actual output as a percentage (%) of the expected output		
	90% - 100%	75% - 89%	50% - 74%
01. Number of vocational training provided to youth with disabilities - 491	√		
02. Number of children with disabilities provided with child guidance - 188	√		
03. Under the Community Based Rehabilitation Program (CBR) Number of direct assistance recipients - 60		√	
04. Number of people with disabilities who received special project assistance under the Community Based Rehabilitation Program (CBR) -22			√
05. Community Based Rehabilitation Program (CBR) Number of District Competitions for Self-Employed Organizations held -17	√		
06. Number of visually impaired persons benefited under the Visually Impaired Rehabilitation Trust Fund -347	√		
09. Number of training programs conducted under the Officers' Capacity Development Training Program - 46	√		

Chapter 05

Performance in achieving the Sustainable Development Goals

5.1 Identified sustainable development goals (SDG)

Identified sustainable development goals	Target	Achievement indicator	Percentage		
			0 – 49%	50 – 74%	75 – 100%
4.5 By 2030, eliminate gender-based disparities in education, ensure access to all levels of education and provide vocational training opportunities for persons with disabilities, indigenous peoples and vulnerable children.	To provide child guidance for children with disabilities and to provide necessary guidance for pre-school and general school education.	Number of children with disabilities provided child guidance -188 - 200			√
		Number of referrals to regular pre-schools and regular schools-13			
	Providing vocational training and skill development to 280 persons with disabilities aged 16-35 years.	Number of youth with disabilities who completed vocational training -261 (Number of those who passed the exam)			√
	Preparation of individual development plans for the development of trainees in vocational training institutes.380	Number of individual development plans prepared - 375		√	
	Provision of bursary for education of students under Visually Handicapped Trust Fund - 330	Number of students who received bursary - 330			√
8.5 Provide effective and sustainable employment opportunities for all women and men,	Training guidance and coordination for people with disabilities seeking employment to enable them to pursue self-	Number of persons employed and facilitated for self-employment - 298			√

including persons with disabilities and youth, by 2030	employment or institutional employment				
10.2 By 2030, empower and promote the socio-economic and political integration of all, regardless of age, sex, disability, ethnicity, race, religion or economic or other circumstances.	Providing care for people who have lost parents and guardians	Number of people with disabilities provided care - 108			√
	Rehabilitation and socialization of 100 drug addicts	Number of people rehabilitated and socialized - 100			√
	Providing care and protection for the persons convicted of in accordance with the Vagrants Ordinance.	Number of people provided with protection and care - 494			√

5.2 Achievements and Challenges in Achieving the Sustainable Development Goals

The Department of Social Services prepares annual project and program plans under 03 sustainable development goals, subject to its provisions. Similarly, in the year 2024, it was possible to achieve the desired goals.in most of such programs.

Chapter 06

Human Resource Profile

6.1 Cadre management

Approved cadre and number of vacancies - as at 31.12.2024

- **Permanent staff**

	Approved cadre	Existing cadre	Vacancies / (Surplus) **
Senior	08	07	01
Tertiary	502	229	76*
Secondary	693	638	55**
Primary	288	242	46

* Although cadre has been approved for 486 posts of Social Service Officers, belonging to the Tertiary level, the vacancies of the said post can only be filled by appointing the Social Development Assistants of MN4 salary category to the post of Social Service Officer and on the cessation of the Development Officer posts which have been approved on the personal to the holder basis.

** Also due to the attachment of development officers from time to time by the Ministry of Public Administration, MN 4 posts of Development Officers in secondary level have currently become surplus. Hence, the actual number of existing vacancies related to Tertiary and Secondary level has been stated here.

- **Contract-basis staff**

	Approved cadre	Existing cadre	Vacancies / (Surplus) **
Medical officer	01	0	1
Vocational counsellor	09	01	08
Apprentice translator	01	0	01
Pharmacist	01	0	01
Rehabilitation assistant	09	0	09

Staff of the Department of Social Services as at 31.12.2024

Serial No.	Position	Service	Grade	Salary Level P.A.C.	Approved cadre	Existing cadre	Vacancies
1	Director	S.L.A.S.	I	SL 1	1	0	0
2	Additional Director	S.L.A.S.	I	SL 1	1	1	0
3	Chief Accountant	S.L.Ac.S.	I	SL 1	1	1	0
4	Chief Internal Auditor	S.L.Ac.S.	I	SL 1	1	1	0
5	Accountant	S.L.Ac.S.	II/ III	SL 1	1	1	0
6	Deputy Director/Assistant Director	S.L.A.S.	II/ III	SL 1	3	2	1
7	Medical Officer	Contract			1	0	1
8	Administrative Officer	M.S.O. (Supra)	Supra grade	MN 7	1	1	0
9	Officer-in-charge	Departmental	Special	MN 7	14	3	11
10	Work manager	Departmental	Special	MN 7	1	0	1
11	Social Service Officer **	Departmental	I /II	MN 5	486	225	64
12	Physio therapist	Supplementary medical service	I /II/ III	MT 6	1	0	1
13	Vocational therapist	Supplementary medical service	I /II/ III	MT 6	1	0	1
14	Speech therapist	Departmental	I /II/ III	MT 6	1	0	1
15	Pharmacist	Contract			1	0	1
16	Social Development Assistant **	Associated services	I /II/ III	MN 4	1	1	0
17	Development Officer (Social service) ***	D.O. Service	I /II/ III	MN 4	196	264	-68
18	Development Officer (Ridiyagama)	D.O. Service	I /II/ III	MN 4	7	5	2
19	Development Officer (Elders/social service)	D.O. Service	I /II/ III	MN 4	285	257	28
20	Visually Handicapped Development Officer *****	Departmental		MN 4	11	0	11
21	Apprentice translator	Associated services Contract		MN 4	1	0	1
22	Vocational instructor	Departmental	I /II/ III	MT 1	67	40	27
23	Vocational instructor	Contract			9	1	8
24	Information and Communication and Technology Assistant	SL.I.C.T.A service	I /II/ III	MT 1	1	0	1
25	Management Services Officer	M..S.O.	I /II/ III	MN 2	58	44	14

26	Sign Language Interpreter	Departmental	I /II/ III	MN 2	26	10	16
27	Preschool teachers	Departmental	I /II/ III	MN 1	10	3	7
28	Warden (Male/female)	Departmental	I /II/ III	MN 1	26	12	14
29	Nurse***	Departmental	I /II/ III	MN 1	2	2	0
30	Driver	Drivers' service	I /II/ III	PL 3	16	15	1
31	Cook	Departmental	I /II/ III/special	PL 2	17	12	5
32	Electrician	Departmental	I /II/ III/special	PL 2	1	0	1
33	Carpenter***	Departmental	I /II/ III/special	PL 2	1	1	0
34	Attendant (Ridiyagama)	Departmental	I /II/ III/special	PL 2	35	35	2
35	Watcher*****	Departmental	I /II/ III/special	PL 2	12	10	0
36	Child Development Assistant	Departmental	I /II/ III/special	PL 1	5	5	0
37	Cook Assistant	Departmental	I /II/ III/special	PL 1	25	20	5
38	Attendant	Departmental	I /II/ III/special	PL 1	59	54	5
39	Office employee	O.E.S.	I /II/ III/special	PL 1	50	46	4
40	Office employee ***	Departmental	I /II/ III/special	PL 2	23	0	23
41	Labourer	Departmental	I /II/ III/special	PL 1	10	10	0
42	Sanitary labourer	Departmental	I /II/ III/special	PL 1	20	20	0
43	Watcher	Departmental	I /II/ III/special	PL 1	13	13	0
44	Water pump operator ***	Departmental	I /II/ III/special	PL 1	1	1	0
45	Rehabilitation assistant	Contract		PL 1	9	0	9
Total					1512	1117	198

* Vacancies in the post of Social Service Officer shall not be filled until the holders of the post of Social Development Assistants are recruited as Social Service Officers and the 184 posts of Development Officers are abolished.

** Subject to non-filling of vacancies

*** Subject to subsequent abolition on the personal to holder basis.

**** Has been absorbed into the Development Officers' service minute.

***** Two posts have been approved subject to subsequent abolition on the personal to holder basis.

***** It has been approved to be personal to the holder, and when this post becomes vacant, steps should be taken to recruit the total number of attendant posts up to 40.

6.2 Impact of Human Resource Shortages/Surpluses on performance of the institution

There is an overall staff shortage within the approved cadre for the Department of Social Services. However, there is a surplus of Development Officer posts due to the appointment of newly appointed Development Officers by the Ministry of Public Administration to the Department of Social Services.

However, it is not possible to recruit officers for the post of Social Service Officer until the posts of Development Officer approved on the personal to the holder basis are abolished, and there are a large number of actual vacancies in the post of Social Service Officer, and required tasks have been carried out by assigning surplus development officers to vacant positions in the Social Service Officer position. Thus, Human resources have been effectively utilized within the approved cadre. Due to the government's policy decision, it was not possible to fill many of the vacancies within the entire staff. Therefore, the existing human resources were deployed fairly according to the service requirements and the department was directed to achieve the desired performance level by carrying out its functions effectively and efficiently.

6.3 Human Resource Development

Serial number	Name of the programme	No. of staff trained	Programme duration	Total investment Rs.	Nature of the programme (local/foreign)	Output/knowledge gained
01	Training workshop on civil pension calculation and payment	03	2 days	39,000.00	Local	Knowledge related to pension calculation
02	Training on preparing project proposals	11	01 day	0.0	Local	Knowledge related to preparing project proposals
03	Internet and Email Training Program	06	03 days	0.0	Local	Computer knowledge
04	Attitude Development and Induction Training Program – O.E.S. and Drivers	23	01 day	25,831.50	Local	Attitude development and responsibility related to duties.

05	Awareness program regarding the vehicle emission testing process - Transport Officer and Driver	06	01 day	0.0	Local	Knowledge about government vehicle maintenance
06	Staff awareness program on gender equality, cancer and non-communicable diseases	05	01 day	0.0	Local	Gender equality
07	Training program on office systems required for the first efficiency bar of development officers - 1	05	01 day	0.0	Local	Knowledge of office procedures
08	Attitude development and awareness program for officers on performing institutional functions with an integrated approach - Ridiyagama staff - in two groups	120	02 days	86,100.00	Local	attitude development and Knowledge of organizational functions
09	Tamil Language Proficiency - 100 hours / 150 hours	08	100 hours/ 150 hours	0.0	Local	Knowledge of Tamil language
10	Training program on the preparation of Cabinet Memoranda	04	01 day	0.0	Local	Preparation of Cabinet Memoranda
11	Training Program on Office Methods for the First Efficiency Bars of Development Officers -2	02	01 day	0.0	Local	Knowledge of office procedures
12	Training Program on Financial Regulations for the Second Efficiency bar of Development Officers - 1	05	01 day	0.0	Local	Subject knowledge of financial regulations
13	In-service training program related to induction training and drug rehabilitation	08	04 days	0.0	Local	Practical knowledge related to drug rehabilitation

14	Training program on social welfare, rehabilitation and social understanding for the efficiency bar exam of vocational training instructors	08	01 day	13,433.00	Local	Knowledge of social welfare, rehabilitation and social understanding
15	Training program on procedural rules for the second efficiency bar of development officers	07	01day	0.0	Local	knowledge of procedural rules
16	Counseling program to promote mental well-being	40	03 hours	0.0	Local	Stress management
17	Financial Regulations for the Second Efficiency bar of Development Officers - Training Program - 2	03	01 day	0.0	Local	Subject knowledge of financial regulations
18	One-day training program on government procurement process for development officers' second efficiency bar	06	01 day	0.0	Local	Knowledge of the government procurement process
19	Awareness program for officials regarding the Right to Information Act No. 12 of 2016	2	01 day	0.00	Local	Right to Information Act
20	Establishments Code for the Second Efficiency bar of Development Officers - First Program	06	01 day	0.0	Local	Subject knowledge about the Establishments Code
21	Establishments Code for the Second Efficiency bar of Development Officers – Second Program	04	01 day	0.0	Local	
22	Basic Certificate Course in Productivity and Process Improvement	02	05 days	0.0	Local	Knowledge of productivity and process improvement
23	Training Program on Government Auditing	11	03 hours	0.0	Local	Knowledge of government auditing

24	Training program to develop knowledge of automobile mechanics and traffic rules for drivers of the combined service	04	01day	0.0	Local	Mechanical knowledge of and knowledge of traffic laws
25	Financial Regulations - (FR 104) Training on Losses	01	01 day	5,000.00	Local	Knowledge of losses and damages
26	Establishments Code - Training on Salary Conversion	05	04 hours	0.0	Local	Salary conversion knowledge
27	Training program related to transfer and acquisition of government lands	15	03 hours	2,067.00	Local	Knowledge of government land transfer and acquisition
28	Awareness training program on new training modules for vocational training instructors: Caregiving and Graphic Design	11	02 days	0.0	Local	New subject knowledge
29	Induction training for new sign language interpreter officers	06	05 days	8,672.00	Local	Knowledge related to public service and duties
30	Psycho-counseling programs on mindfulness (05 days, 01 hour per day)	27	05 hours	0.0	Local	Spiritual development
31	Training program on new trends in information technology	45	03 hours	6,031.00	Local	Knowledge of new methods of collecting information using digital media
32	Establishments Code - Training Program on Leave – Officers of the Head Office	06	03 hours	0.0	Local	Subject knowledge about leave

33	Training program on Establishments Code, Financial Regulations and Discipline – for Ridiyagama Staff - in 2 groups	118	02 days	88,200.00	Local	Knowledge of the Establishments Code, Financial Regulations and Discipline
34	Residential training program for vocational training instructors in mobile phone repair	07	09 days	0.0	Local	New subject knowledge
35	Training Program on Project Management - Development Officer - Group 1 (Sinhala Medium - Physical)	20	01 day	95,000.00	Local	Knowledge of project management
36	Training program and grading program for officers of the Sign Language Interpreter pool	19	03 days	150,150.00	Local	Sign language promotion
37	Training program on document files	05	03 hours	0.0	Local	Knowledge of document management
38	One-day training program on annual board of survey and asset disposal – officer of the Head Office and Institutions	41	01 day	26,467.00	Local	Knowledge of annual board of survey and asset disposal
39	Training on government vehicle maintenance	01	01day	5,000.00	Local	Knowledge of vehicle maintenance
40	Basic program on preparing caregiving plans - for Ridiyagama staff	40	01 day	31,600.00	Local	Basic knowledge of caregiving plans
41	Project Management Training Program - Development Officer - Group 2 (Sinhala Medium - Physical)	34	01 day	140,000.00	Local	Knowledge of project management
42	Online training program to provide subject-specific knowledge for efficiency benchmarks of social service officers	84	18 hours	150,000.00	Local	Development of subject-related knowledge

43	Training Program on Project Management - Development Officer - Group 3 (Sinhala Medium - Online Mode)	17	01 day	40,000.00	Local	Knowledge of project management
44	Online training program on the Establishment Code and Financial Regulations for efficiency bars for officers of institutions	11	02 days	80,000.00	Local	Knowledge of the Establishment Code and Financial Regulations
45	Training Program on Project Management - Development Officer - Group 4 (Tamil Medium - Online Mode)	32	01 day	40,000.00	Local	Knowledge of project management
46	Officer training programs for the development of sign language skills				Local	
	i. Staff of the Seeduwa Vocational Training Institute	17	30 hours	0.0	Local	Sign language promotion
	ii. Officials of the National Women's Committee, Ministry of Women and Children's Affairs and Social Empowerment	16	30 hours	0.0	Local	
47	Initial payment for efficiency bar examinations of officers of institution			189,108.00	Local	
48	Reimbursement of course fees - Master's Degree in Sociology - Mr. N.A. Norangolla (Social Service Officer)			25,000.00	Local	
Overseas training/programs						
	Knowledge Co- Creation Program (Country Focus) for the Project on Promoting Employment Support of Person with Disabilities	05	2024.06.04/06.15			

	Seminar on Social Security and Poverty Reduction for Developing Countries	01	2024.0 5.23/06 .05			
	Seminar on Capacity Building for Female Officials Participating in Social Management from Developing Countries	01	2024.0 6.04/06 .17			
	Seminar on China's Experience in Sustainable Social Development and Poverty reduction for Developing Countries	01	2024.0 6.19/07 .02			
	Mental Health Summit:: Voice of People with lived Experience in South - East Asia Region	01	2024.0 6.19/06 .20			
	WASLI Asia Regional Representatives Meeting in Yogyakarta		2024.0 8.18/08 .18			
	Seminar on Cross border E- Commerce Poverty Alleviation and Sustainable Development Capacity Building of Youth of Developing Countries		2024.0 9.18/10 .01			
	Seminar on China's Poverty Alleviation Experience for Sri Lanka		2024.1 1.01/11 .14			

Contribution from the training programs towards the performance of the institution

The prime task of the Department of Social Services is to rapidly, efficiently and effectively formulate policies and implement programs through innovative approaches through inter-institutional coordination and professional intervention in order to secure and empower the rights of the marginalized and disadvantaged community.

Nearly 1117 officers serving under the Department of Social Services, who are attached to various divisions, institutions, Divisional Secretariats and District Secretariats are working towards fulfilling this task.

In order to provide an efficient and effective service to the target community, it is essential to develop the human resource providing subject knowledge and fostering attitude; therefore, training

programs were planned in a manner that covered all positions. But training programs were conducted at minimal cost by identifying essential training needs, prioritizing those that were possible to be carried out, subject to the circulars issued for government expenditure control.

Job satisfaction, attitude development programs, various awareness programs, subject knowledge updating programs, were carried out and various training opportunities were provided. Several officers had the opportunity for having trainings, seminars and workshops abroad. Some of these training programs were conducted under the sponsorship of non-governmental organizations, and the human resource equipped with knowledge, skills and positive attitudes provide a great contribution to increase the Department's performance.

Chapter 07

Compliance Report

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 financial statements/accounts have been presented by the 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 applicable		
1.4	Stores advance accounts			
1.5	Special advance accounts			
1.6	Others			
2	Issue of books and registers (F.R. 445)			
2.1	The fixed assets register has been maintained and updated in terms of Public Administration circular No. 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and updated	Complied		
2.3	Audit Query register has been maintained and updated	Complied		
2.4	Internal Audit query register 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	Cheques and money order register has been maintained and updated	Complied		
2.7	Inventory register has been maintained and updated	Complied		
2.8	Stocks register has been maintained and updated	Complied		
2.9	Losses register has been maintained and updated	Complied		
2.10	Commitment register has been maintained and updated	Complied		
2.11	Counterfoil Books(GA – N20) register has been maintained and updated	Complied		

No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institution	Complied		
3.2	The delegation of financial authority has been communicated within the institution	Complied		
3.3	The authority has been delegated in such a manner so as to pass each transaction through 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	Annual action plan has been prepared	Complied		
4.2	Annual procurement plan has been prepared	Complied		
4.3	Annual internal audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the Department of National Budget	Complied		
4.5	Annual cash flow statement has been prepared and submitted to the Department of Treasury Operations on the due date	Complied		
5	Audit Quarries			
5.1	All audit quarries have been replied before the due date specified by the Auditor General	Complied		
6	Internal Audit			
6.1	In terms of financial regulation 134 (2) DMA/1 - 2019, internal audit plan has been prepared at the beginning of the year in consultation with the Auditor General	Complied		
6.2	All internal audit reports has been replied within one month	Not complied	In cases where one month is not sufficient to provide responses to internal audit reports due to the organizational structure, formal requests have been made to	

			provide responses and responses have been provided within that period.	
6.3	In terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to Management Audit Department	Complied		
6.4	In terms of financial regulation No. 134(3), copies of all internal audit reports have been submitted to the Auditor General	Complied		
No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
Audit and Management Committees				
7.1	As per the Department of Management Audit Circular 1/2019, a minimum of 04 Audit and Management Committee meetings have been held within the year	Complied		
8	Assets Management			
8.1	As per the Paragraph 07 of the Asset Management Circular No. 01/2017, the information of purchase of assets and disposal has been submitted to Comptroller General's Office.	Complied		
8.2	A suitable officer has been appointed to coordinate the implementation of the provisions of the circular and details of the nominated officer has been sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	Board of Survey has been conducted and submitted relevant reports to the Auditor General on due date in terms of the Public Finance Circular No. 05/2016.	Complied		
8.4	The excesses and deficits were disclosed through the annual board of survey and other relating recommendations, actions were carried out during the period specified in the circular.	Complied		
8.5	Disposal of the condemned articles has been carried out in terms of F.R. 772.	Complied		

9	Vehicle Management			
9.1	Daily running charts and monthly summaries of the pool vehicles have been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles have been disposed of within less than 06 months after condemning	Complied		
9.3	vehicle log books have been maintained and updated	Complied		
9.4	Action has been taken in terms of FR. 103,104,109 and 110 with regard to every vehicle accident	Complied		
9.5	Fuel consumption of the vehicles has been re-tested in terms of the provisions of the Paragraph 3.1 of the Public Administration Circular No. 2016/30 dated 29.12.2016.	Complied		
9.6	The absolute ownership of the leased vehicle had been transferred after the lease period.	Complied		
No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
10	Management of Bank Accounts			
10.1	The bank reconciliation statements have been prepared, got certified and made ready for audit by the due date.	Complied		
10.2	The dormant bank accounts that had existed in the year under review or since the previous years have been settled	Complied		
10.3	Action has 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 adjustments been made within one month.	Complied		
11	Utilization of provisions			
11.1	The provisions allocated have been without exceeding their limit.	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per FR 94(1)	Complied		
12	Advances to the Public Officers Account			
12.1	The limits have been complied with	Complied		
12.2	A time analysis on the loans in arrears has been carried out	Complied		
12.3	The loan balances in arrears for over one year have been settled	Not complied	The outstanding loan balances	

			are to be recovered, and a case has been filed against the relevant person in that regard.	
13	General Deposit Account			
13.1	Action has been taken in terms of FR. 571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits has been maintained and updated	Complied		
14	Imprest account			
14.1	The balance in the cash book has been remitted to the Department of Treasury Operations at the end of the year	Complied		
14.2	The ad-hoc sub imprests issued as per FR. 371 have been settled within one month from completion of the task	Complied		
14.3	Ad-hoc sub imprests have been issued not exceeding the limit approved as per FR. 371	Complied		
14.4	Imprest account balance has been reconciled with the Treasury books monthly.	Complied		
15	Revenue accounts			
15.1	Refunds have been made from the revenue in terms of regulations.	-		
15.2	The revenue collection has been credited to the revenue account directly without crediting to the deposit account.	-		
15.3	Returns of arrears of revenue have been submitted to the Auditor General in terms of FR. 176	-		
No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre.	Complied		
16.2	All members of the staff had been issued duty lists in writing	Complied		
16.3	All reports had been submitted to the Department of Management Services in terms of MSD 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	Complied		

	updated in terms of Right To Information Act and Regulation			
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	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	Implementing citizens charter	Complied		
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	Complied		
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	Responding Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years had been rectified	Complied		

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சமூக சேவைகள் திணைக்களம்

Department of Social Services

2 වන මහල, අදියර II, සෙත්සිරිපාය, බත්තරමුල්ල

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