



Ministry of Youth Affairs and Sports

2024

Annual Performance Report

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Ministry of Youth Affairs and Sports

Chapter 01

Institutional Profile/ Executive Summary

Ministry of Youth Affairs and Sports

1.1 Introduction

The functions of the Ministry of Youth Affairs and Sports are carried out with a focusing on the youth community and sports, in line with the government's policy statement of creating an energetic citizenry and a victorious nation through sports, as well as fostering a satisfied youth and a cultured and independent mindset, in accordance to the Constitution of the Democratic Socialist Republic of Sri Lanka. The name of the Ministry was amended from 'Sports and Youth Affairs' to 'Youth Affairs and Sports' by the Gazette Extraordinary No. 2412/08-2024 dated November 25, 2024.

1.2 Vision and Mission

Vision

'A sustainable developed land through energetic youth'

Mission

Contributing towards building a consolidated and prosperous country by creating a youth community that actively contributes to the national economy and establishing a disciplined society interested in sports.

1.2 Key Functions

- Formulate, implement, follow up and evaluate policies, strategies, programmes and projects related to youth affairs and sports as well as those concerning departments, statutory bodies and state corporations, in alignment with the national policies set by the government
- Providing public services under the purview of the Ministry in an efficient and public-friendly manner
- Reforming all methods and procedures using modern management methods and technology to ensure the fulfillment of the role of the Ministry by eliminating waste and corruption
- Establish a database system to collect information on unemployed youth, create a job bank to facilitate their placement and manage the entire process through an integrated online platform to systematically reduce unemployment

- Creating and implementing attitude development programmes focused on a national programme that fulfills the aspirations of the youth
- Implementation of skill development programmes focused on unemployed youth
- Establish youth exchange programmes to foster mutual understanding among different nations and religions
- Regulatory and development activities related to youth organizations
- Formulating specialized programmes aiming the youth community to ensure their skills, talents and creativity are socially recognized, enabling them to develop their aspirations
- Introducing and implementing methodologies for taking measures to foster young entrepreneurs and facilitating them required encouragement and new opportunities
- Providing technical education with professional skill aiming youth community who have passed the Advanced Level but have not gained admission to government universities
- Eliminate barriers for young freelancers who are already earning foreign exchange through online platforms
- Taking necessary steps to encourage sports activities in Sri Lanka
- Promotion of the necessary infrastructure and supporting to achieve the expected goals in the field of sports
- Promotion of sports education, training and research
- Developing new strategies and implementing programmes to build up Sri Lanka's image internationally through sports
- Expanding opportunities for athletes to participate in international competitions
- Promotion and coordination of facilities needed for the physical well-being of the general public
- Promotion of sports medicine facilities and taking actions to combat doping in sports
- Development and management of sports complexes
- Promotion of sports societies, organizations, and sports tournaments

- Implementation of specialized programmes at school and district level to identify sports persons who have special talents for sports and to provide relevant instruments for their economic level, nutrition and training
- Establishment of a modern sports school network for nine provinces centralizing a national sports training school
- Supervision of functions relevant to all other subjects assigned to the institutions under the ministry and all those institutions

1.5 Departments under the Ministry

1. Department of Sports Development

1.6 Institutions under the Ministry

1. National Youth Services Council
2. National Youth Corps
3. National Center for Leadership Development
4. Sugathadasa National Sports Complex Authority
5. National Institute of Sports Science
6. Institute of Sports Medicine
7. Anti-Doping Agency

Fund

1. National Sports Fund

Organization Chart of Ministry of Sports and Youth Affairs

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graph TD
    Sec[Secretary] --> CFO[CFO]
    Sec --> AddSecAdmin[Add. Sec (Admin & Procurement)]
    Sec --> AddSecYouth[Add. Sec (Youth)]
    Sec --> AddSecSIDD[Add. Sec (SIDD)]
    Sec --> DGPlanning[DG (Planning)]
    Sec --> AddSecDev[Add. Sec (Dev)]
    Sec --> DGEng[DG (Eng)]

    CFO --> CIA1[CIA]
    CFO --> CA1[CA]
    CFO --> IA[IA]
    CFO --> Accountant02[Accountant 02]
    CFO --> AS04[AS 04]
    CFO --> MechEng[Mechanical Eng]
    CFO --> LO1[LO]
    CFO --> SAS1[SAS]
    CFO --> Translator02[Translator 02]
    CFO --> AO[AO]
    CFO --> ICTO02[ICTO (02)]
    CFO --> InformOff[Information Officer]
    CFO --> TO02[TO 02]
    CFO --> DO1[DO]
    CFO --> MSO1[MSO]
    CFO --> StillCam[Still Camera men]
    CFO --> CamMen[Camera men]
    CFO --> Driver1[Driver]
    CFO --> CamAid[Camera aid]
    CFO --> ICTA[ICTA]
    CFO --> DO2[DO]
    CFO --> MSO2[MSO]
    CFO --> OEA1[OEA]

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    AddSecAdmin --> DSIAS[D(SIAS)]
    AddSecAdmin --> DDAD[DD/AD]
    AddSecAdmin --> AS2[AS]
    AddSecAdmin --> DDADSIAS[DD/AD(SIAS)]
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    AddSecYouth --> AS3[AS]
    AddSecYouth --> DDADSIAS3[DD/AD(SIAS)]
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    AddSecYouth --> Driver2[Driver]
    AddSecYouth --> OEA3[OEA]

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    DGEng --> TO02[TO 02]
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    DGEng --> OEA7[OEA]
  
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Chapter 02

Progress and Vision

2.1 Progress

2.1.1. Special Achievements

- Securing the silver medal by Samitha Dulan in the Paralympic Tournament F44 javelin throw event held in Paris 2024. Also, securing gold medal by Samitha Dulan with a world record F 44 javelin throw event at 2024 Paralympic Athletics World Championship in Kobe, Japan.



Samitha Dulan



M.G. Nuwan Indika

- Securing bronze medal by M.G. Nuwan Indika in 100 meters event at 2024 Paralympic Athletics World Championship in Kobe, Japan.



Samitha Dulan

- Securing bronze medal by Palitha Bandara in shot put at 2024 Paralympic Athletics World Championship in Kobe, Japan.



Palitha Bandara

- Securing gold medal by P.D.S. Dinesh Priyantha at Paralympic Table Tennis Tournament held in Jordan.
- Securing 02 gold medals and 05 silver medals at 2024 Grand Prix World Paralympic Tournament held in Morocco.
- Securing 02 gold medals, 01 silver medal and 01 bronze medal at Grand Prix Paralympic Athletics Tournament held in Dubai.
- Securing 02 silver medals and 02 bronze medals at 21st Asian Junior Athletics Tournament.
- Securing a silver medal and a bronze medal at Junior Grand Prix Athletics Tournament held in UAE.
- Securing a gold medal at Athletics Tournament held in Osaka, Japan in 2024 and a silver medal at Athletics Tournament held in Tokyo, Japan by H.K. Kalinga Kumarage.



H.K. Kalinga Kumarage



P.D.S. Dinesh Priyantha

- Securing gold medal by men's relay team and silver medal by women's relay team at the First Asian Relay Championship.
- Securing a gold medal by S. Aruna Darshana in 400 meters event and 02 gold medals by Tharushi Karunarathna in 400 meters event and 800 meters event at Open Athletics Tournament held in Taiwan.



Tharushi Karunarathna

- Securing a gold medal by S. Aruna Darshana in 400 meters event at Chinese Athletics Championship.
- Securing a gold medal by S. Aruna Darshana and a silver medal by Kalinga Kumara in 400 meters event at 19th Spanish International Athletics Championship.
- Securing a gold medal and 02 bronze medals at 02nd Asian Javelin Throw Tournament held in Korea.
- Securing a gold medal by S. Aruna Darshana in 400 meters event at Athletics Championship held in Bahamas.
- Securing 02 silver medals and 02 bronze medals by women's team in 6th Asian Games held in Maldives.
- Securing 02 bronze medals by badminton player Hasitha Anuruddha and Viren Neththasinghe at 32nd Fajr International Tournament held in Iran.
- Securing 03 silver medals and a bronze medal at IFBB Asian Bodybuilding Championship.
- Securing 2024 Asian Championship by Sri Lanka Women's Cricket Team.
- Securing championship of test tournament with New Zealand by Sri Lanka Men's Cricket Team.



Sri Lanka Women's Cricket Team



Sri Lanka Men's Cricket Team

- Securing bronze medal by Nethmi Ahinsa at U 15 & U 20 Wrestling Tournament held in Thailand.
- Securing Runner's up by Under 20 Women's Volleyball Team.



Under 20 Women's Volleyball Team



Nethmi Ahinsa

- Securing gold medal by Chamara Nuwan Dharmawardhana at International Judo Tournament held in Thailand. Also, securing 04 silver medals and 04 bronze medals by Sri Lankan Team.
- Securing a bronze medal by K.A. Ashen Sachintha at 2024 Commonwealth (Junior, Senior, Youth) Tournament held in Fiji.
- Securing 02 silver medals by women and men single team and 02 bronze medals by women and men double team who participated for the World Carrom Tournament.
- Securing Asian Netball Runners-up by Sri Lankan Team.

- Securing bronze medal by Pasindu Umayanga Mihiraj at the Thailand ASBC Boxing Asian Elite Men's Championship.



Pasindu Umayanga Mihiraj



Viren Wettasinghe

- Achievements were made in the International Badminton Tournament held in Botswana.
- Securing a gold medal by badminton player Viren Wettasinghe, a bronze medal by badminton players Isuri Aththanayake and Sithumi Silva at **Yonex Sunrise International Challenges 2024** held in Bangladesh.

2.1.3. Progress of Development Programmes

No	Name of the Programme	Allocated Fund (Rs. Mn)	Financial Progress as of 31.12.2024 (Rs. Mn)	Financial Progress as of 31.12.2024 %	Physical Progress %
01	School cricket development programme ★	1500	507	33.8%	65%

★ Side wickets were constructed in 206 new schools and 67 schools where the sport of cricket is already being played. Also, playgrounds in 77 schools where cricket is already being played were renovated. Cricket equipment has been purchased for 325 new schools.

2.2. Future Goals (2022 -2026)

- Reducing youth unemployment through an integrated approach.
- Increasing the contribution of the sports economy towards the Gross Domestic Product.
- Increasing the participation in international sports events by 25% and the number of Olympic and Commonwealth medals to 20.
- Direct every citizen to involve in a physical activity or a sport for a healthy society.

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Signature of the Head of the Institution

Chapter 03

Financial Statement as of 31.12.2024

3.1. Statement of Financial Performance

ACA -F

Statement of Financial Performance for the period ended 31st December 2024

Revised Budget Allocations 2024		Note	Actual	
Rs.			2024 Rs.	2023 Rs.
-	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		1,659,650,000	1,611,546,000
-	Deposits		37,772,466	53,262,662
-	Advance Accounts		45,089,894	40,970,274
-	Other Main Ledger Receipts		-	-
-	Total Non Revenue Receipts (B)		1,742,512,360	1,705,778,936
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		1,742,512,360	1,705,778,936
-	Remittance to the Treasury (D)		831,603	-
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)		1,741,680,757	1,705,778,936
-	Less: Expenditure			
-	Recurrent Expenditure			
-	Wages, Salaries & Other Employment			
1,136,023,800	Benefits	5	1,050,570,678	903,000,077
595,645,100	Other Goods & Services	6	363,874,406	381,508,254
3,477,405,000	Subsidies, Grants and Transfers	7	2,724,927,565	2,389,792,587
-	Interest Payments	8	-	-
1,196,709	Other Recurrent Expenditure	9	381,234	496,020
5,210,270,609	Total Recurrent Expenditure (F)		4,139,753,883	3,674,796,938
-	Capital Expenditure			
65,374,430	Rehabilitation & Improvement of Capital Assets	10	44,881,015	33,141,711
126,472,852	Acquisition of Capital Assets	11	93,446,272	205,897,321
2,735,000,000	Capital Transfers	12	1,450,548,038	865,946,614
-	Acquisition of Financial Assets	13	-	-
34,763,087	Capacity Building	14	26,551,325	21,413,947
1,586,359,022	Other Capital Expenditure	15	570,185,778	158,643,874
4,547,969,391	Total Capital Expenditure (G)		2,185,612,428	1,285,043,467
-	Deposit Payments		66,119,883	70,436,581
-	Advance Payments		50,476,557	38,119,900
-	Other Main Ledger Payments		-	-
-	Total Main Ledger Expenditure (H)		116,596,440	108,556,481
-	Total Expenditure I = (F+G+H)		6,441,962,750	5,068,396,886.00
-	Balance as at 31st December J = (E-I)		(4,700,281,993)	(3,362,617,951)
-	Balance as per the Imprest Adjustment Statement		(4,700,281,993)	(3,362,617,951)
-	Imprest Balance as at 31st December		-	-
-			(4,700,281,993)	(3,362,617,951)

3.2. Statement of Financial Position

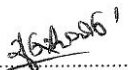
ACA-P

Statement of Financial Position As at 31st December 2024

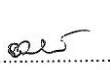
	Note	2024 Rs	Actual 2023 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	3,177,719,132	3,253,702,926
Financial Assets			
Advance Accounts	ACA-5/5(a)	140,416,925	154,109,578
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		3,318,136,057	3,407,812,504
Net Assets / Equity			
Net Worth to Treasury		80,443,467	46,709,388
Property, Plant & Equipment Reserve		3,177,719,132	3,253,702,926
Rent and Work Advance Reserve	ACA-5(b)	29,000,326	48,079,642
Current Liabilities			
Deposits Accounts	ACA-4	30,973,132	59,320,548
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		3,318,136,057	3,407,812,504

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from to and Annexures to accounts presented in pages from to form an integral part of these Financial Statements. The Financial Statements have been prepared in accordance with the Government Financial Regulations 150 & 151 and State Accounts Guideline No. 06/2024, dated 16.12.2024 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 in agreement.

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


Chief Accounting Officer
Name :
Designation :
Date :


Accounting Officer
Name :
Designation :
Date :


Chief Financial Officer/ Chief Accountant/
Director (Finance)/ Commissioner (Finance)
Name :
Date : 25/04/24

A. H. M. U. Aruna Bandara
Secretary
Ministry of Youth Affairs and Sports
No.09, Philip Gunawardena Mawatha,
Colombo 07.

A. H. M. U. Aruna Bandara
Secretary
Ministry of Youth Affairs and Sports
No.09, Philip Gunawardena Mawatha,
Colombo 07.

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ප්‍රධාන ගණකාධිකාරී (කෙටිමි)
පුරුදු කටයුතු හා සීමා සහිත
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කොළඹ 07.

3.3. Cash Flow Statement

ACA-C

Statement of Cash Flows for the Period ended 31st December 2024

	Actual	
	2024 Rs.	2023 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	119,646,361	94,135,955
Imprest Received	1,659,650,000	1,611,546,000
Recoveries from Advance	45,662,936	37,250,575
Deposit Received	37,772,466	53,262,662
Total Cash generated from Operations (A)	1,862,731,763	1,796,195,192
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	1,364,434,107	1,241,433,084
Subsidies & Transfer Payments	52,538,645	30,228,878
Expenditure incurred on behalf of Other Heads	2,694,035	17,769,902
Imprest Settlement to Treasury	831,603	-
Advance Payments	50,774,569	38,250,776
Deposit Payments	66,119,883	70,436,581
Total Cash disbursed for Operations (B)	1,537,392,842	1,398,119,221
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	325,338,921	398,075,970
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
Less - Cash disbursed for:		
Capital Expenditure	325,338,921	398,075,970
Total Cash disbursed for Investing Activities (E)	325,338,921	398,075,970
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	325,338,921	398,075,970
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)		
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

3.5 Notes to the Financial Statement

Basis of Reporting

1) Reporting Period

The Financial Statements have been prepared in accordance with the Government Financial Regulations 150 & 151 and State Accounts Guideline No. 06/2024, dated 16.12.2024.

2) Basis of Measurement

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

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

3) Recognition of Revenue

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

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

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

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

5) Property, Plant and Equipment Reserve

This reserve account is the corresponding account of Property Plant and Equipment.

6) Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2024.

* In cases where there are transactions which are specific to a particular reporting entity, relevant information can be entered in and revisions can be made as needed in the formats and the disclosure required for those specific transactions may be included under "Reporting Basis"

* Only the accounting policies relevant to the reporting entity should be disclosed under the reporting basis.

3.7 Performance in utilizing allocated provisions

(Rs.,000)

Provision type	Allocated Provisions		Actual Expenditure	Utilized provisions as a % of the final provision amount
	Original Provisions	Final Provisions		
Recurrent	4,900,000.00	5,210,270.00	4,139,753.00	79%
Capital	4,500,000.00	4,547,969.00	2,185,611.00	48%

3.9 Performance of Reporting Non-Financial Asset

Non-asset	Code description	Balance as per Board of Survey Report as of 31.12.2024 (Rs.)	Balance as per financial position report of 31.12.2024	To be accounted for in the future	Reporting progress as %
9151	Buildings and structures	1,399,933,608.00	1,399,933,608.00	-	-
9152	Machinery and Equipment	1,266,206,263.08	1,266,206,263.08	-	-
9153	Land	138,000,300.00	138,000,300.00	-	-
9154	Intangible assets	401,120.00	401,120.00	-	-
9155	Biological assets	-	-	-	-
9160	Work in progress	373,177,840.89	373,177,840.89	-	-
9180	Lease assets	-	-	-	-

3.10 Auditor General's Report

Chapter 04

Performance Indicators

4.1. Performance Indicators of the Institution

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Completing School Cricket Development Programme	-	-	65%
Conducting Presidential Awards Ceremony	-	-	55%

Chapter 05

Performance in achieving Sustainable Development Goals

5.1 Indicate the Sustainable Development Goals that have been identified.

Goals/ Objectives	Targets	Indicators of the achievement	Progress of the achievement to date		
			0% - 49%	50% - 74%	75%- 100%
03. Ensuring healthy lives and promoting well-being for all, at every age	By 2030, reducing premature deaths from non-communicable diseases by one-third through treatment and prevention, while promoting mental health and well-being	Completion of School Cricket Development Programme	-	65%	-
		Conducting Presidential Sports Award Ceremony		55%	

5.2 Briefly explain the achievements and challenges in fulfilling the Sustainable Development Goals.

Chapter 06

Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies/ (Excess)**
Senior	44	33	11
Tertiary	05	03	02
Secondary	228	193	35
Primary	55	54	1
Total	332	316	49

6.2 Briefly explain how the deficit or excess of human resources has impacted for the performance of the institution.**

No

6.3 Human Resource Development

No	Name of the Programme	Number of officers trained	Duration of the Programme	Total Investment (Rs. Mn)		Nature of the Programme		Output/ Gained knowledge
				Local	Foreign	Local	Foreign	
1	Public Procurement Procedures	2	22.01.2024 to 23.01.2024	Rs.26,000.00		Local		Procurement Procedures
2	Capacity Building Training	2	09.05.2024 to 10.05.2024	Free		Local		Capacity development training
3	General Conduct and Disciplinary	1	10.06.2024 – 14.06.2024	Free		Local		Ethics and disciplinary

	Procedure in Public Service							procedure
4	Accounting procedures	For 17 Development Officers Grade III (For Efficiency Bar Examination)	20.06.2024	Free		Local		On accounting procedures
5	Office procedures	For 24 Development Officers Grade III (For Efficiency Bar Examination)	22.06.2024	Rs.10,000.00				On office procedures
6	Accounting procedures	For 16 Development Officers Grade III (For Efficiency Bar Examination)	24.06.2024	Free				On accounting procedures
7	IT	For 17 Development Officers Grade III (For Efficiency Bar Examination)	25.06.2024	Free		Local		On information technology
8	IT	For 14 Development Officers Grade III (For Efficiency Bar Examination)	26.06.2024	Free		Local		On information technology

		Examination)						
9	Training workshop on procurement and audit	13	10.07.2024	Free		Local		on procurement and audit
10	On-the-job training for office assistant service	2	08.08.2024 – 09.08.2024	Rs.20,000.00		Local		On the role of KKS position
11	The New Audit Act and the resolution of audit issues	2	12.08.2024	Rs.14,000.00		Local		On Audit Act
12	Pensions	1	22.08.2024 – 23.08.2024	Rs.13,000.00		Local		Understanding and knowledge on pensions
13	Work shop on advance Excel	2	27.09.2024 – 28.09.2024	Rs.33,000.00		Local		Knowledge on Excel technology
14	Awareness programme for Ministry officials on preventing bribery and corruption allegations – 2024	150	30.10.2024	Free		Local		Understanding and knowledge related to preventing allegations of bribery or corruption

Chapter 07

Compliance Report

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1	The following financial statements/accounts have been submitted on the due date.			
1.1	Annual Financial Statements	Complied		
1.2	Advance to Public Officers Accounts	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Relevant		
1.4	Stores Advance Accounts	Not Relevant		
1.5	Special Advance Accounts	Not Relevant		
1.6	Others	Not Relevant		
2	Maintenance of Books and Registers (F.R. 445)			
2.1	Fixed Assets Register has been maintained and updated in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal Emoluments Register/ Personal Emoluments Cards has/ have been maintained and updated	Complied		
2.3	Register of Audit Queries has been maintained and updated	Complied		
2.4	Register of Internal Audit Reports has been maintained and updated	Complied		
2.5	All monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for Cheques and Money Orders has been maintained and updated	Complied		
2.7	Inventory Register has been maintained and updated	Complied		
2.8	Stocks Register has been maintained and updated	Complied		
2.9	Register of Losses has been maintained and updated	Complied		
2.10	The Register of Liabilities has been updated and maintained	Complied		
2.11	Register of Counterfoil Books (GA – N20) has been maintained and updated	Complied		
3	Delegation of functions for Financial Control (F.R. 135)			

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
3.1	The financial authority has been delegated within the institute	Compliant		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The control has been adhered to by the Accountants as per the State Accounts Circular No. 171/2004 dated 11.05.2014 in using the government payroll software package	Complied		
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual internal audit plan has been prepared	Not Complied	The internal audits are conducted by the Internal Audit Division of the Ministry.	
4.4	The annual estimate has been prepared and submitted to the Department of national Budget (NBD) on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on due date	Complied		
5	Audit Queries			
5.1	All audit queries have been replied on prescribed date by the Auditor General	Complied		
6	Internal Audit			
6.1	Internal Audit Plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1 2019	Complied		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
6.2	All internal audit reports have been replied within one month	Not Complied	15 internal audit reports have been issued for the year 2024. Answers have not been provided for 05 within a month.	Answering to the audit reports is discussed in the Audit and Management Committees.
6.3	Copies of all internal audit reports have been submitted to the Management Audit Department in terms of Sub section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	Copies of all internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7	Audit and Management Committees			
7.1	Minimum 04 meetings of the Audit and Management Committee have been held during the year as per the DMA Circular 1-2019	Complied		
8	Asset Management			
8.1	The information on purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The board of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 01/2020	Complied		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
8.4	The excesses and deficits that were disclosed through the annual board of survey have been reported and other related recommendations made during the period specified in the circular	Complied		
8.5	The disposal of condemned articles had been carried out in terms of F.R. 772.	Complied		
9	Vehicle Management			
9.1	Daily running charts and monthly summary reports of pool vehicles have been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle log books had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10	Management of Bank Accounts			
10.1	Bank reconciliation statements had been prepared, certified and submitted for audit on the due date	Complied		
10.2	Dormant accounts of the year under review or brought forward from the previous year had been settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and those balances had been settled within one month	Complied		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
11	Utilization of Provision			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities are not exceeding the limits of the remaining provisions at the end of the year after utilizing the provisions made as per F.R. 94(1)	Complied		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied	Non-Compliant	Loan balances of the officers who have vacated post are being charged.
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The Control Register for General Deposits had been updated and maintained	Complied		
14	Imprest Account			
14.1	The balance in the cash book had been remitted to Treasury Operation Department at the end of the year under review	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 had been settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued not exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury Books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the relevant regulations	Not Relevant		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Not Relevant		
15.3	Returns of arrears of revenue have been forwarded to the Auditor General in terms of F.R. 176	Not Relevant		
16	Human Resource Management			
16.1	The staff is maintained within the limits of approved cadre	Complied		
16.2	Duty lists have been given to all the members of the staff in writing	Complied		
16.3	All reports have been submitted to Management Service Department in terms of the 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 updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information on the institution has been provided to the public through Website and facilities have been given to the public to publish appreciations/complaints on the institution through the website or other alternative ways	Not Complied		
17.3	Reports have been submitted in accordance with Section 08 and Section 10 of Right to Information Act once or twice a year	Complied		
18	Implementing Citizens Charter			
18.1	A Citizens' Charter/ Clients' 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		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens' Charter / Clients' 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 with 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 programmes and conducting skill development programmes as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses to Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



National Center for Leadership Development

Chapter 01 - Institutional Profile / Executive Summary

Name of the Institution :- National Center for Leadership Development

1.1 Introduction

The National Center for Leadership Development is situated in the scenic Yodhagama Grama Niladhari Division, within the Embilipitiya Divisional Secretariat of the Ratnapura District.

The area of permanent buildings, modeled after iconic structures of the country (Parliament and Temple Trees), was constructed as 'Yodhagama Village' at the Gam Uda Exhibition Grounds, which took place on June 23, 1985. After the exhibition, on the instructions of then Prime Minister R. Premadasa, the land formerly under the Ministry of Local Government was established as a training center by the Local Government Training and Research Institute on September 15, 1985, utilizing the existing buildings and a 35-acre area.

Training activities commenced with the aim of training officers of the Gramodaya Boards established at the village level and the institution was aptly named the 'International Center for Training Rural Leaders'. Subsequently, various training programmes have been implemented under different ministries, as outlined below.

- Small group training under the Janasaviya programme.
- Training of chairpersons of Gramodaya Boards.
- Training of representatives of local government bodies.
- Training leaders of community-based boards.
- Entrepreneurship training for Samurdhi managers, small groups and Jana Pubudu beneficiaries.
- Samurdhi Beneficiary Women's Shelter Programme

In 2013, this institution came under the Ministry of Youth Affairs and Skills Development and by that time, in addition to training rural leaders, the center's role had expanded to developing leadership skills across various sectors. As a result, through a special cabinet paper, the existing 'International Center for Training Rural Leaders' was renamed the 'National Center for Leadership Development,' and its scope was also broadened. Since 2020, this training center has been under the Ministry of Youth Affairs and Sports and continues to operate under its control. The center currently employs a staff of 62, including a Director, Assistant Director, Accountant, and Administrative Officer.

The primary function of this institution is to conduct leadership development training programmes for school students, youth, public and private sector officials and rural leaders. In addition, accommodation, meals, lecture halls and other facilities are provided for training programmes organized by external parties.

The residential capacity of the institution was approximately 265 and the renovation of the aforementioned buildings in 2023 increased this capacity to 400. Additionally, due to its use as a COVID-19 treatment center and the lack of timely funding caused by the economic crisis, conducting free training programmes became challenging.

As a solution, leadership training programmes, which had been offered free of charge for nearly 38 years, began to be conducted on a fee-based basis starting in September 2023. However, for programmes involving school students, accommodation, lecture halls, and other facilities are provided free of charge, with only food-related expenses being charged. Also, residential facilities were able to increase upto 400 by renovating the above mentioned buildings in the the year 2023 and the necessary training items for Adventure Based Training were prepared with the aim of providing leadership development as per current demand.

Currently, the center has 13 dormitories (including 11 air-conditioned rooms) that can accommodate approximately 400 trainees, an air-conditioned conference hall with seating for 400, four additional lecture halls, a fully equipped dining hall that can seat 150, 16 official residences, and 47 buildings, including the head office, all situated on a beautiful, tranquil area. The center also features a training ground for adventure-based training.

As a result of these innovations, there has been strong demand for training programmes and an amount of over 31 million was able to earn as the revenue for the year 2024.

1.2. Vision, Mission and Objectives of the Institution

Vision

“A youth community with leadership skills”

Mission

“Developing the leadership skills of the youth community through effective training and research”

Objectives

- Innovative training programmes for the leadership and personality development of school students and youth community
- To create a youth community with spiritual capital to succeed in professional fields.
- Establishing a creative, mutually understanding, dialogic, and effective decision-making youth community to contribute to the country's development.
- Mentoring the youth for community leadership.
- To function as a training center meeting the national training requirements.

1.3 Key Functions

The main function of the institution is to conduct leadership development training programmes and the divisions have been divided into establishment, development, accounts, training and maintenance for the facilitation of these functions. The functions of each division are outlined as follows.

01. Establishment Division

- Daily administrative tasks
- Matters related to promotions, disciplinary control, performance and retirement.
- Training of training officers and entire staff
- Maintenance of the vehicles of the institution and related activities
- Record room maintenance tasks

02. Accounts Division

- Preparing financial estimates, reporting and monitoring expenses
- Procurement activities
- Asset control
- Providing information for audit.
- Carrying out tasks related to cases where departmental procurement limits are exceeded.

03. Training Division

- Planning and implementing training programmes
- Assessing the training needs of each trainee as appropriate
- Preparing training session plans
- Providing resources for training programmes
- Post-evaluation of training programmes for school students
- Summarizing training program evaluations and diversifying training activities as appropriate
- Design and development of training equipment

04. Supply Division

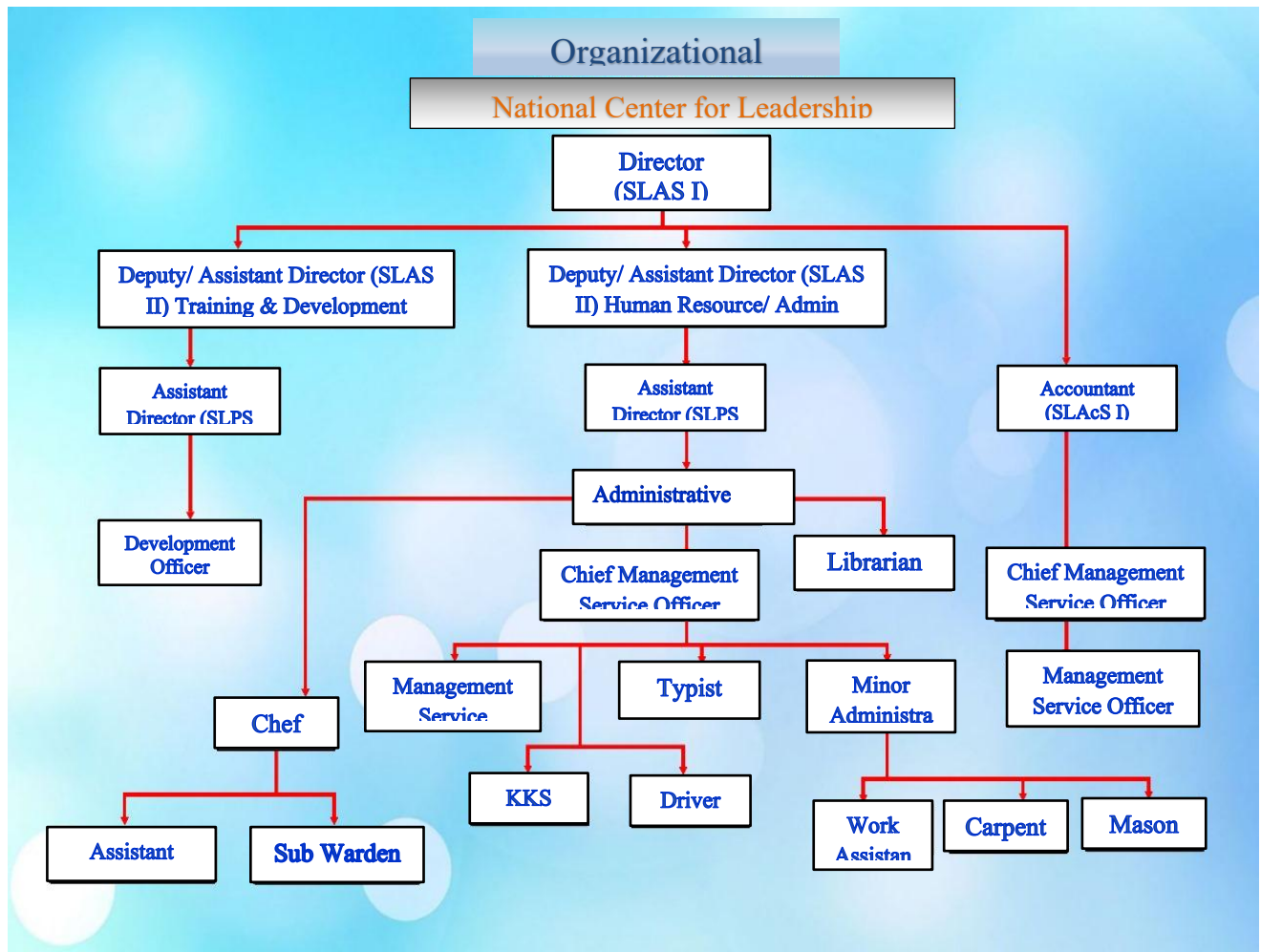
- Submitting orders for training activities
- Accepting food items
- Issuance to the kitchen
- Supervision of kitchen operations

05. Development and Maintenance Division

- Building repair and maintenance work
- Maintaining the beauty of the 35-acre land.
- Development and maintenance of infrastructure

1.4. Organizational Structure

National Center for Leadership Development



1.5. Departments under the Ministry / Main divisions of the department/ Divisional Secretariats under the District Secretariat

- Not relevant.

1.6. Institutions/ Funds coming under the Ministry/ Department/ Provincial Council

- Not relevant.

1.7. Details of the Foreign Funded Projects (if any)

- Not relevant.

Chapter 02 - Progress and Vision

❖ Progress

Goals achieved as of 31.12.2024

01. Training of 8774 trainees under 112 targeted leadership development training programmes.

No	Programme Type	Number of Programmes	Number of Trainees	Income (Rs.Mn)	Expense (Rs.Mn)
01.	Leadership development training programmes for the school prefects	30	2151	4.9	4.97
02.	Leadership development training programmes for the youth community	10	870	2.3	1.63
03.	Leadership development training programmes for public officers	19	1302	5.2	3.5
04.	Leadership development training programmes for activists of community based organizations	02	190	0.4	0.85
05.	Subject based training programmes	30	3088	15.4	9.44
06.	Followup Programmes	21	1173	-	0.05
Total		112	8774	28.2	20.4

02. An income of Rs. 28.2 million was generated through the above training programmes, Rs. 4.3 million from providing facilities for external training programmes, and Rs. 0.1 million from the sale of photographs.
03. Completing the preparation activities of training ground required for adventure based training activities and initiating those training activities.
04. Goods and services that planned to purchase in accordance to the action plan, purchasing following the procurement procedure.
05. Conducting 19 staff training programmes.

Progress of the Development Programmes

No	Name of the Programme	Allocated Provision s (Rs. Mn)	Financial Progress as of 31.12.2024	Financial Progress %	Physical Progress as of 31.12.2024 %
01	Building & Constructions	15.0	15.0	100%	100%
02	Maintenance of Machines and Machinery	1.0	1.0	100%	100%
03	Vehicle Maintenance	1.5	1.5	100%	100%
04	Purchasing of Furniture and Office Requirement	2.0	2.0	100%	100%
05	Purchasing of Machines & Machinery	1.0	1.0	100%	100%
06	Staff Training Programmes	2.5	1.0	40%	70%
07	Leadership Development Training Programmes	25.0	20.4	81%	85%

Achievements

- ✓ Development of institutional human and physical resources needed to provide quality service to clients.

- ✓ Collaborating towards institutional development in close coordination with all institutions under the Ministry.

Challenges

1). The ownership of the land belongs to the Housing Development Authority

When this center was established in 1985, the land was owned by the Housing Development Authority, and it is located on approximately 35 acres of land transferred for a housing project through a special grant letter issued by the Sri Lanka Mahaweli Authority at that time. Surveys were conducted around 1993 to transfer the land to the center, and despite various efforts during the tenure of each director, the land has not yet been transferred. As a result, various difficulties are encountered during the construction, maintenance, and removal of hazardous trees at this center.

2). Deficit of human resources

External training programmes require human resources with specific, unique qualities. Additionally, since the approved staff has not been updated to match the current roles, maintaining training activities and institutional upkeep has become challenging..

e.g.: There is no technical officer at this center, which comprises 47 buildings, including those that are approximately 40 years old.

❖ Future Goals

01. Leadership skills development training programmes - 2025 Plan

No	Name of the Training Programme	Number of Training Programmes	Number of Trainees
01.	Leadership development training programmes	75	5,625
02.	Subject based training programmes	50	3,750
Total		125	9,375

02. Other Future Goals

No	Division	Services
01	Training and research division	• Conducting training programmes in accordance with the annual action plan. • Providing facilities to request training courses through online platforms. • Preparing modules for leadership training course with Adventure Based Training and updating the training programmes accordingly. • Obtaining approval for the training modules made by the institution from the appropriate expert committee. • Promoting training programmes through special exhibitions and conferences. • Organizing distance training programmes through online platforms. • Creating a trainee details system.
02.	Establishment	• Carrying out training of officials, postal and related activities, as well as maintaining the record room through computer-based systems.
03	Account division	• Maintaining stores and stock records through computerized systems.
04	Suply division	• Ordering, receiving, and issuing ingredients to the kitchen for meal preparation for training programmes, carried out through computerized systems.
05	Development and Maintenance division	• Improvement of the internal road system • Development and maintenance of institutional buildings to meet current demand. • Construction of a two story hostel with facilities • Ensuring the upkeep of a well-maintained scenic landscape for trainees. • Cultivating vegetables required for food on institutional land.

.....
Signature of the Head of the
Institution

Chapter 03 – Overall Financial Performance for the Year ended at 31st December 2024.

3.1. Statement of Financial Performance – included in the account of the Ministry.

3.2. Statement of Financial Position - included in the account of the Ministry.

3.3. Cash Flow Statements - included in the account of the Ministry.

3.4. Notes to the Financial Statements

- ✓ Statement of Losses and Waivers
- ✓ Statement of Write-offs
- ✓ Statement of Commitments and Liabilities
- ✓ Statement of Liabilities - (i)
- ✓ Statement of Liabilities - (ii)
- ✓ Declaration of Entitlements for Reimbursable Foreign Aid
- ✓ Statement of Missing Vouchers

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue code	Revenue Code Details	Revenue Estimate		Revenue Collected	
		Original Estimate	Final Estimate	Amount (Rs.)	Final revenue as a percentage of estimate %
2002-0-1-0-1-0	Rent on government buildings	-	-	149,200.00	-
2002-0-2-0-99-0	Other	-	-	465,798.86	-
2003-0-99-0-0-0	Other receipts	-	-	29,323,625.46	-
2004-0-1-0-0-0	Central government	-	-	2,095,297.77	-

* No revenue estimates will be made.

3.6 Performance in utilizing allocated provisions

Rs. ,000

Provision Type	Allocated Provisions		Actual cost	Provisions utilized as a percentage of the finalized provision amount %
	Original Provision	Final Provision		
Recurrent	60	71.28	70	98%
Capital	48	48	42	87%

3.7 In terms of F.R. 208, provisions granted to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments.

- No donations or other receipts.

3.8 Performance of Reporting Non-Financial Asset

Rs.,000

Asset code	Code details	Balance as per Board of Survey Report as of 31.12.2023	Balance as per the financial position report as of 31.12.2024	To be accounted for in the future	Reporting the progress as a percentage %
9151	Buildings and structures	5	5	-	-
9152	Machinery and Equipment	26,731.71	29,724.16	-	-
9153	Land	0.3	0.3	-	-
9154	Intangible assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Work in progress	-	-	-	-
9180	Lease assets	-	-	-	-

Chapter 04 – Performance Indicators

Performance Indicators of the Institution (Based on the Action Plan)

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100%-90%	75%-89%	50%-74%
Leadership Development Programme (Number of training programmes)		-	67%
Leadership Development Programme (Number of trainees)		85%	-

Chapter 05 – Performance in achieving the Sustainable Development Goals (SDG)

5.1 Indicate the Sustainable Development Goals identified

Objective	Goals	Achievement Indicators	Progress of the achievement to date		
Quality Education	By 2030, all learners will acquire the knowledge and skills necessary to promote sustainable development. This includes education on sustainable development and sustainable lifestyles, the promotion of human rights, peace, and a culture free from violence, as well as global citizenship, appreciating cultural diversity, and contributing to sustainable development through cultural engagement.		0% - 49%	50%-74%	75%-100%
		Number of training programmes		67%	
		Number of trainees			85%

5.2 Briefly explain the achievements and challenges in fulfilling the Sustainable Development Goals.

❖ **Achievements**

- Training of 8774 trainees under 112 targeted leadership development training programmes.
- Enhancing the capacity of staff by conducting 19 training programmes for the staff.
- Increase in promotional activities conducted via the Internet.

❖ **Challenges**

1. The demand for training programmes is declining as the programmes are conducted charging fees.
2. Facilities not being modernized to suit the present day

Chapter 06 - Human Resource Profile

6.1. Cadre Management

	Approved Cadre	Existing Cadre	Vacancies** /(Excess)
Senior	05	03	02
Tertiary	01	01	-
Secondary	36	34	02
Primary	33	24	09
Total	75	62	13

6.2 **Briefly explain how the deficit or excess of human resources has impacted for the performance of the institution.

- Failure to provide services effectively.

6.3 Human Resource Development

No	Name of the Programme	Number of Officers	Duration	Investment		Nature of the Programme	Output/ Gained knowledge
				Local	Foreign		
01.	Diploma Course in Psychological Counseling	01	01 year	Rs. 75,000.00			
02.	Training Course on Civil Pension Calculation and Payment	01	02 days	Rs. 13,000.00			
03.	Financial regulations and establishment code	60	02 days	Rs. 60,825.00			
04.	Preparation of data systems	44	02 days	Rs. 123,622.00			
05.	Capacity development programme held for the Office Assistants	19	01 day	Rs. 19,205.00			
06.	Training Programme on Powerpoint Presentation Preparation	30	01 day	Rs. 39,248.00			
07.	Preparation of data systems	14	03 days	Rs. 34,340.00			
08.	Landscaping - Dry Zone Botanic Garden, Hambantota	25	01 day	Rs. 75,000.00			
09.	Preparation of database system	14	02 days	Rs. 34,330.00			
10.	Lifesaving training	53	01 day	Rs. 64,728.00			
11.	CIGAS	24	01 week	Rs. 64,393.50			
12.	Adventure based training	15	04 days	Rs.62,473.00			
13.	Advance certificate in public procumbent asset management	04	10 days	Rs.120,000.00			
14.	Adventure base training	15	05 days	Rs.75,242.00			

Local

Staff Capacity Development

15.	Adventure base training	60	01 day	Rs.28,815.00			
16.	Staff training	60	01 day	Rs.47,740.00			
17.	Preparation of data systems	17	01 day	Rs.18,725.00			
18.	CIGAS	24	04 days	Rs.45,072.00			
19.	Adventure certificate in data analytics	01	10 days	Rs.85,000.00			

Briefly explain how the training programme contributes to the performance of the institution.

Updating the relevant knowledge and skills of training staff to conduct training programmes to meet changing training needs and developing institutional staff with relevant knowledge and attitudes to provide effective institutional service.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1	The following financial statements/ accounts have been submitted on the due date			
1.1	Annual Financial Statements	Complied		
1.2	Advance to Public Officers Accounts	Complied		
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1.6	Others	Not Relevant		
2.	Maintenance of Books and Registers (F.R. 445)			
2.1	Fixed Assets Register has been maintained and updated in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal Emoluments Register/ Personal Emoluments Cards has/ have been maintained and updated	Complied		
2.3	Register of Audit Queries has been maintained and updated	Complied		
2.4	Register of Internal Audit Reports has been maintained and updated	Complied		

2.5	All monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register of Cheques and Money Orders 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	Register of Losses has been maintained and updated	Complied		
2.10	The Register of Liabilities has been updated and maintained	Complied		
2.11	Register of Counterfoil Books (GA – N20) has been maintained and updated	Complied		
03	Delegation of functions for Financial Control (F.R. 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The control has been adhered to by the Accountants as per the State Accounts Circular No. 171/2004 dated 11.05.2014 in using the government payroll software package	Complied		

4.	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual internal audit plan has been prepared	Not Complied	The internal audits are conducted by the Internal Audit Division of the Ministry	
4.4	The annual estimate has been prepared and submitted to the Department of national Budget (NBD) on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on due date	Complied		
5	Audit Queries			
5.1	All audit queries have been replied on prescribed date by the Auditor General	Complied		
6	Internal Audit			
6.1	Internal Audit Plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1 2019	Not Complied	The internal audits are conducted by the Internal Audit Division of the Ministry	
6.2	All internal audit reports have been replied within one month	Complied		
6.3	Copies of all internal audit reports have been submitted to the Management Audit Department in terms of Sub section 40(4) of the National	Not Complied	The internal audits are conducted by the Internal Audit Division of the	

	Audit Act No. 19 of 2018		Ministry	
6.4	Copies of all internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Not Complied	The internal audits are conducted by the Internal Audit Division of the Ministry	
7	Audit and Management Committees			
7.1	Minimum 04 meetings of the Audit and Management Committee have been held during the year as per the DMA Circular 1-2019	Complied	Participation for the audit and management committees conducted by the Ministry.	
8	Asset Management			
8.1	The information on purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The board of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 01/2020	Complied		

8.4	The excesses and deficits that were disclosed through the annual board of survey have been reported and other related recommendations made during the period specified in the circular	Complied		
8.5	The disposal of condemned articles had been carried out in terms of F.R. 772.	Complied		
9	Vehicle Management			
9.1	Daily running charts and monthly summary reports of pool vehicles have been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not Complied	Not disposed	
9.3	The vehicle log books had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Not Complied	No leased vehicles	
10	Management of Bank Accounts			

10.1	Bank reconciliation statements had been prepared, certified and submitted for audit on the due date	Complied		
10.2	Dormant accounts of the year under review or brought forward from the previous year had been settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and those balances had been settled within one month	Complied		
11	Utilization of Provision			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities are not exceeding the limits of the remaining provisions at the end of the year after utilizing the provisions made as per F.R. 94(1)	Complied		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of	Complied		

	lapsed deposits			
13.2	The Control Register for General Deposits had been updated and maintained	Complied		
14	Imprest Account			
14.1	The balance in the cash book had been remitted to Treasury Operation Department at the end of the year under review	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 had been settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued not exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury Books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the relevant regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue have been forwarded to the Auditor General in terms of F.R. 176	Not Relevant	-	
16	Human Resource Management			

16.1	The staff is maintained within the limits of approved cadre	Complied		
16.2	Duty lists have been given to all the members of the staff in writing	Complied		
16.3	All reports have been submitted to Management Service Department in terms of the 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 updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information on the institution has been provided to the public through Website and facilities have been given to the public to publish appreciations/complaints on the institution through the website or other alternative ways	Complied		
17.3	Reports have been submitted in accordance with Section 08 and Section 10 of Right to Information Act once or twice a year	Complied		
18	Implementing Citizens Charter			
18.1	A Citizens' Charter/ Clients' 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	Not implemented		

18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens' Charter / Clients' 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 with 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 programmes and conducting skill development programmes as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses to Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



Institute of Sports Medicine

Annual Performance Report 2024

Chapter 01. Institutional Profile / Implementation Summary

1.1.Introduction

The Institute of Sports Medicine has been established as a unit in 2006 with the aim of maintaining physical and mental health of the Sri Lankan Men and Women Athletes, prevention of their deceases, management of their disorders and providing the right nutritional condition to the athletes. To endow the children with talents that has been recognized from school levels as energetic and healthy players to the world, thereby in order to bring international achievements to Sri Lanka and also to provide all the necessary medical covers to the athletes through our institution, and as such, our services have been extended up to the use of modern medical science technology. Five divisions have been named in the institute as Emergency Treatment and Out-patient Department, External Medical Coverage Division, Sports and Exercises Department, Bio Mechanical and Rehabilitation Division and Research and Development Division and appointed heads for these divisions and formalized the service delivery by dividing all the services rendered by the institute.

Furthermore, a Human Performance Laboratory has been established in order to provide maximum contribution to achieve international victories in sports by using the modern Sports Technology that is used by other developed countries and it would be helpful to achieve international achievements in sports. Through this Human Performance Laboratory, University scholars, lectures and promoters of sports, who are conducting sports related research the opportunity will be offered to conduct research within this country itself by identifying the Human Nerves, Bone Mussel Activation and the movement patterns of the athletes.

1.2 Vision, Mission, Objectives

Vision

“To be the center of excellence in Sports and Exercise Medicine in Asia”

Mission

“To provide resources, knowledge and guidance necessary for avoidance of deceases, prevention, rehabilitation and education for the men and women athletes who have high talented performances and athletes who engaged in recreational sports and their service providers”.

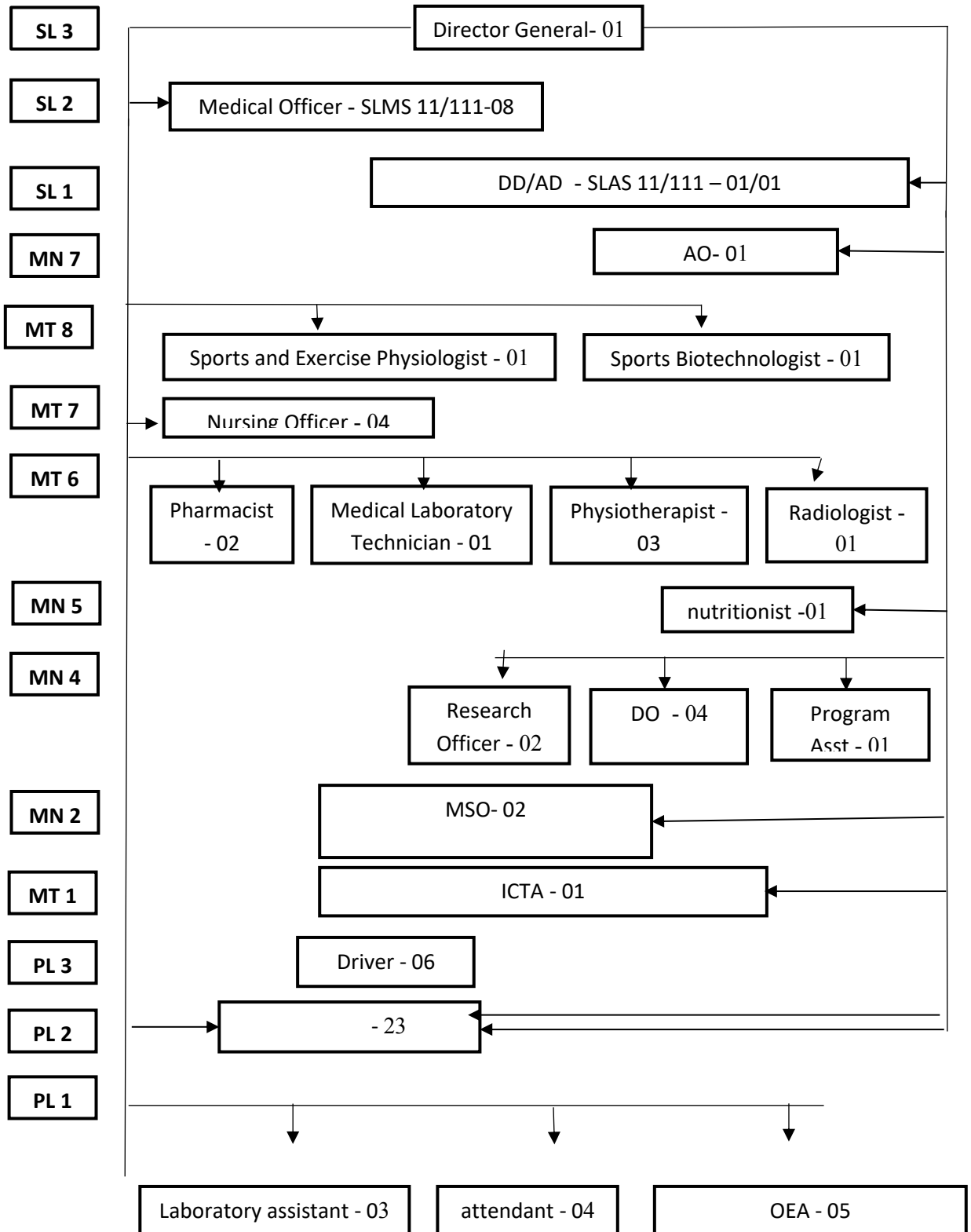
- To bringing men and women athletes to the highest level of the international sports arena through enhancement of the health and fitness of all of them.

- Recognition of abilities of athletes using sports science and modern technology and by establishing the Human Performance Laboratory to identify and develop their own inherited abilities and provide maximum results to the men and women athletes of this country.
- Through conducting pre-participatory medical tests for men and women athletes' identification of their issues and provide required remedies for that.
- Testing of physical fitness and nutrition level from time to time, holding of physical fitness measurement test and providing notes on nutritional level, fitness improvement and physical fitness and nutrition of sports men and women.
- By developing mental health of men and women athletes, providing guidance and counselling to be reached to a winning state of mind which is appropriate for the sports.
- Maintenance of the mental health of sports men and women at an optimal level that is appropriate for the sports.
- To implement educational programs to raise awareness among coaches and medical assistants on the use of first-Aids necessary in sports.
- To provide international level first-Aids and medical covers for the sports competitions held locally and internationally.
- To conduct Research with local and overseas scholars related to the field of sports science through which knowledge acquired will be utilized to enhance the sports of the country to a heights level.
- To contribute to create a healthy sports community through providing guidance and knowledge of the sports Medical Science to the field of sports and exercise.

1.3 Main Functions.

- Taking action for prevention of sports related injuries and management.
- Holding of specialist medical clines.
- Conducting physical fitness tests.
- Conducting examinations and research related to endurance abilities of the hearts and lungs and related to bio-technicalities of athletes through the Human performance Laboratory.
- Sports nutrition and sports mental counseling
- Medical and first-Aid cover for National and International tournaments.
- Conducting Research on sports education and sports Medical Science.
- Providing advice and medical facilities with regard to sports and exercises for those personnel who engaged in recreational sports.
- Entering into memorandums of understanding (MOUs) for the research related to sports and nutrition with national and international institutions and scholars.

1.4 Organizational Structure



1.5 Departments under the Ministry / Main Division of the Department /Divisional Secretariat offices under the District Secretariat office. -None

1.6 Institutions under the Ministry / Department / Provincial Council

- None

1.7 Information of the foreign funded projects (It available)

- None

02 Chapter 02 - progress and future Outlook

▪ Special Achievements -

2024 Providing significant service to sports personnals in the year 2024.

	Emergency treatments and out-patient department	Rehabilitation Division		Physical and Fitness Division	Physical competency section	Nutrition section	Medical coverage	
		Physiotherapy Division	Physiotherapy Division				Domestic	Foreign
January	722	346	344	-	27	52		
February	565	354	470	-	87	74		
March	700	505	534	-	149	36		
April	495	370	346	08	135	42		
May	984	427	289	20	124	68		
June	693	369	299	318	58	389		
July	1080	445	315	93	83	260		
August	692	395	337	48	167	274		
September	502	330	314	96	85	204		
October	1047	409	344	46	57	167		
November	597	292	241	12	71	283		
December	573	301	177	14	5	68		
Total	8650	4543	4010	655	1048	1917	176	27

- **Medical coverage for National and International competition**

Institute of Sport Medicine carries out the service of facilitating every medical facilities for sports competitions conducted from school level to National and International level. The said service is provided through the groups of Medical officers who are knowledgeable in sports medical science, nursing officers who are trained in first-aid trained in international level, Attendants and Massagers. Accordingly, 27 medical coverages in international level and 176 medical coverages in national level have been provided in the year 2024. This includes National Sports Competition, sports competitions in school level, selection competitions and every tournaments carried out by sports clubs and sports councils.





▪ Establishment of Human Performance Laboratory

When the men and women athletes of this country go to conquer the international area, they have to compete with men and women athletes of developed countries by using modern technology and Mechanical Science. In this case, although, non-usage of world's developed modern technology and technics, non-use of modern technological machines has been an impediment to the development of the sports in this country, by establishing a fully equipped Human Performance Laboratory in the Institute of Sports Medicine contribution has made to remove above said unfavorable situations.



- **Project to improve nutritional condition of the sports men and women with high talents.**

Project to improve nutritional condition of the sports men and women with high talents have been implemented in the year 2024. The objective of above said project is accurate identification of the issues related to the physical and physiological health and nutrition and through addressing to such issues will be an encouragement for leading international level achievements by enhancing their skills



Conduction of sound physical health to lead the maximum talents by minimizing sports injuries by identifying physical health issues in sports men and women, maintaining balanced mental states that leads to maximum talents of the sportsmen and women by identifying the mental issues and guiding to acquire balanced mental state, instructing and facilitating to obtain accurate nutrition, thereby to develop talents and skills on the basis of nutritious requirement of the sports men and women and minimizing motivation on using unaccepted methodologies such as illicit drugs, thereby paving the way to enhance their utmost performance, complete nutrition of the reserved sports persons, monitoration of providitions meals and beverages recommended by nutritioners and accurate training and guiding the chefs who prepare above meals are carried out under this project.

▪ **Nutritional project for Sports Schools.**

The nutritional project for sports school is implemented to give fundamental knowledge on sports nutrition and sports medicine science who expose to sport arena in school level and it is able to contribute for enhancing sports skill performances of sports persons in school reserving pools and to achieve all island sport victories.

The above said project carries out solving issues related to basic nutritious analysis of sportspersons in selected schools, providing amended food catalog which provides to the sports persons, identification their sports injuries by subjecting them to basic medical tests and providing medical instructions and refer them to provincial hospital if they require special medical treatments and tests.



- Schools situated in North Central, South, Western, Sabaragamuwa and North Western provinces are covered from this project and knowledge on sports nutrition and sports medical science of sportspersons as well as teachers and coaches is updated through online lecture sessions prior to developing schools which have achieved all island sports competition and existing sports school.
- Preparing guidelines on nutrition of the school sports persons aftermath of conducting basic medical tests and basic nutritional analysis of school sports persons in selected school have been carried out at the end of the project.

▪ **Coaches Training programme.**

More than 1000 coaches in national level as well as school level are spread all over the island. Therefore, the said programme is conducted to update knowledge on first aid and prevention of injuries in the sport ground of the coaches as many injuries which are occurring in the sports field can be prevented.

For the purpose of updating knowledge on scientific methodologies to prevent sports injuries in coaches spread islandwide, the project was implemented under 03 phases of subject lines such as physical competency, nutrition, pre-medical tests and post medical

tests in the competition, first aid methodologies to bring back the body normal condition after the tournament, sport physiological science.



The coaches attached to the Sport Development Department in southern, Sabaragamuwa, North central, Uva and Western provinces have been trained under this project and certificate on Basic Sports Emergency Care was awarded at the end of the project for the participated coaches.



▪ **Conduction of medical science researches on sports and excersises.**

The project on conduction of medical science researches on sports and excersises have been implemented rleated to the sports field and 04 researches have been initiated in the year 2024.



The data collection related to the researches are collated from school sports persons and researches are due to conduct in advance.

Challenges

- To get the approval of the Management Services Department for several much needed positions that are essential to quantitatively maintain the services in the field of sports and exercise to expand the services of the Institute of Sports Medicine.
- To collaboratively work with organizations which are affiliated with Ministry of Sports to provide effective service and to obtain objectives which are allocated to each organization, thereby, achieving objectives of Ministry of Sports.

Future Targets

- In order to maintain the quality of service provided by the Institute of Sports Medicine and the use of modern improved technology and also to keep all the professionals employed in the institute satisfied and contented, it is required to establish the Institute of Sports Medicine as an entity of which generate income as soon as possible.
- Conduction of researches for the objective of increasing qualitative standard of sportspersons in Sri Lanka and development of sport industry with the help of scholars in University of Moratuwa and other institutes which are connected to the sports and exercise by signing Memorandum of Understandings(MOUs)

- Encouraging researchers to develop reserches in sports industry on developping scientific and technical inputs and giving knowledge of sports scientists to the coaches by conducting workshop/convention related to sports and exercises.
- Training sports massagers by updating sports massage course from NVQ4 level to NVQ5 .
- Achieving goals identified in strategic plan of Institute of Sports Medicine prepared for 2025-2028.
- Setting up recovery unit and hydrotherapy upit in the Institute of Sports Medicine premises for immediate recovering sports persons after doing vigorous excersises .
- Establishment of data base for sportspersons.
- Providing necessary knowledges, rsources to ensure the safety of the coaches who are engaged in the sports industry and Compiling required laws and guidelines.
- Working collaboratively with Ministry of Sports to prepare mechanism including laws and regulations for regulaating, knowledge promoting and registering personnals who are engaged in employements in sports industry.

Head of the Department

Name -

Position -

Date -

Chapter 03 –Cumulative Financial Performance of the year

Included in the Accounts of the Ministry

Chapter 04 – Performance Indicators.

4.1. Performance Indicators of the Institute (based on the Acton Plan)

Special Indicators	Expected output as a percentage (%) of true output		
	100% - 90%	75% - 89%	50% - 74%
Number of men and women athletes came for services per year.		√	
Number of services provided by the emergency and outpatient department division		√	
Number of services provided by the rehabilitation Division	√		
Conducting of physical fitness tests	√		
Number of local and foreign covers done	√		
Providing of Sports nutritional service	√		
Providing of Laboratory service	√		
Construction of Human Performance Laboratory			

Chapter 05

Performance of fulfilling Sustainable Development Goals (SDG)

5.1 Indicate the identified relevant Sustainable Development goals

Goals	Targets	Achievement indicators	Percentage of achievement gained so far		
			0% - 49%	50% - 74%	75% - 100%
Assuring healthy life and promoting the welfare of all of all ages	Creating a sports culture that is devoid of sports injuries	Number of medical covers and medical services provided.			√
Nutritious, complete and sustainable economic development for all and promotion of fully productive decent employment.	Enhancement of nutritional status necessary for protecting healthiness and development of skills of athletes	Number of food recipes provided to school and National / International level men and women athletes and number of awareness programs / workshops held		√	

5.2 explain in brief the achievements and challenges in achieving sustainable development goals.

- Taking action to achieve National and international victories in the field of sports in the country by formulating plans of Action for the institute to achieve sustainable Development Goals / targets.
- Use of Sports and Exercise Medical Science to achieve sustainable Development Goals / Target.

Chapter 06 – Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing carder	Vacancies (surplus)**
Senior	10	04	06
Tertiary	04	03	01
Secondary	21	17	04
Primary	41	36	05

6.2 How the lack of Human Recourse or surplus has affected the performance of the institution.

As the only institute which provide the medical cover of the sportspersons in the country extending from school level to international level, the deficit of skilled human resources has been adversely affected in providing maximum service to these athletes.

6.3 Human Resource Development

Name of the Program	Number of employees trained	Time period of the program	Total investment (Rs)		Nature of the program (local /foreign)	Output / knowledge gained *
			Local	foreign		
Training programme of updating knowledge of officials who participated for external first aid duties.	34	01 day	39,000.00		Domestic	Updating knowldege

Training programmes on Establishment Code provisions for the staff	38	01day	3000.00		Domestic	Awareness of the officials
Conduction of personal file in an effective manner	01	01day	5000.00		Domestic	Knowledge on Conduction of personal file in an effective manner
Procurement and Auditing	12	01	23,890.00		Domestic	Enhancing knowledge
Compiling salary of the Public officers	02	02	10,000.00		Domestic	Enhancing knowledge
Duties and responsibilities of Office Assistants	03	02	30,000.00		Domestic	Supplying qualitative service
Skill Development of Drivers	02	02	20,000.00		Domestic	Supplying qualitative service
Certificate course on procurement process	01	10	25,000.00		Domestic	Knowledge on procurement process
Basic Store Management	01	02	10,000.00		Domestic	knowledge on Store management
Diploma on Public Procurement and Contract Administration	01	01 year	75,000.00		Domestic	Knowledge on Public procurement process
Leadership Development	01	01	5000.00		Domestic	Knowledge on Leadership Development

Only Rupees Five lakhs was allocated for the development of the human resources in the year 2023 which was not sufficient for the development of the human resources of the institute.

Chapter 07.

Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non- Compliance	Corrective actions proposed to avoid non- compliance in future
1	The following financial statements/accounts have been submitted on the due date.			
1.1	Annual Financial Statements	Annual Financial Statements	Annual Financial Statements	
1.2	Advance to public officers account	Advance to public officers account	Advance to public officers account	
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	
1.4	Stores Advance Accounts	Stores Advance Accounts	Stores Advance Accounts	
1.5	Special Advance Accounts	Special Advance Accounts	Special Advance Accounts	
1.6	Others	Others	Others	
2	Maintenance of books and registers (F.R.445)			
2.1	Fixed assets register has been maintained and updated in terms of State Accounts Circular 267/2018	Complied	-	

2.2	Personal emoluments register/ Personal emoluments cards have been maintained and updated	Not Complied	Through the Ministry	
2.3	Register of Audit queries has been maintained and updated.	Complied	-	
2.4	Register of Internal Audit reports has been maintained and updated	Complied	-	
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Not Complied	Through the Ministry	
2.6	Register for cheques and money orders has been maintained and updated	Complied	-	
2.7	Inventory register has been maintained and updated	Complied	-	
2.8	Stocks Register has been maintained and update	Complied	-	
2.9	Register of Losses has been maintained and update	Complied	-	
2.10	Commitment Register has been maintained and updated	Not Complied	Through the Ministry	
2.11	Register of Counterfoil Books (GA – N20) has been maintained and updated	Complied	-	
3	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	The financial authority has been delegated within the institute	-	
3.2	The delegation of financial authority has been communicated within the institute	The delegation of financial authority has been	-	

		communicated within the institute		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	The authority has been delegated in such manner so as to pass each transaction through two or more officers	-	
3.4	The controls have 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	Not Complied	Through the Ministry	
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied	-	
4.2	The annual procurement plan has been prepared	Complied	-	
4.3	The annual Internal Audit plan has been prepared	Not Complied	Through the Ministry	
4.4	The annual estimate has been prepared and submitted to the National Budget Department on the due date	Not Complied	Through the Ministry	
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Not Complied	Through the Ministry	
5	Audit Queries			
5.1	Replying to the all the audit queries on the date that is stipulated by the	Complied	-	

	Auditor General			
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of F.R.134(2)) DMA/1-2019	Not Complied	Through the Ministry	
6.2	All the internal audit reports have been replied within one month	Complied	-	
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Subsection 40(4) of the National Audit Act No. 19 of 2018	Complied	-	
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7	Audit and Management Committees			
7.1	Minimum 04 meetings of the Audit and Management Committee have been held during the year as per the DMA Circular 1-2019	Not Complied	Through the Ministry	
8	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied	-	

8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the above circular	Complied	-	
8.3	The board of survey was conducted and the relevant reports submitted to the Auditor General on the due date in terms of the Public Finance Circular No. 05/2016	Complied	-	
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied	-	
8.5	The disposal of condemned articles had been carried out in terms of FR 772	Complied	-	
9	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied	-	
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied	-	
9.3	The vehicle logbooks had been maintained and updated	Complied	-	
9.4	The action has been taken in terms of F. R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied	-	

9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied	-	
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied	-	
10	Bank Accounts Management			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Not Complied	Through the Ministry	
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Complied	Through the Ministry	
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Not Complied	Through the Ministry	
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied	-	
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied	-	
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Not Complied	Through the Ministry	
12.2	A time analysis had been carried out on the loans in arrears	Not Complied	Through the Ministry	

12.3	The loan balances in arrears for over one year had been settled	Not Complied	Through the Ministry	
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Complied	Through the Ministry	
13.2	The control register for general deposits had been updated and maintained	Not Complied	Through the Ministry	
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to Treasury Operations Department	Not Complied	Through the Ministry	
14.2	The ad-hoc sub imprest issued as per F.R. 371 settled within one month from the completion of the task	Not Complied	Through the Ministry	
14.3	The ad-hoc sub impress had not been issued exceeding the limit approved as per F. R. 371	Not Complied	Through the Ministry	
14.4	The balance of the impress account had been reconciled with the Treasury books monthly	Not Complied	Through the Ministry	
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Not Complied	Through the Ministry	
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Not Complied	-	
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Complied	Through the Ministry	
16	Human Resource Management			
16.1	Maintain the staff within the approved	Complied	-	

	cadre			
16.2	All members of the staff have been issued a duty list in writing	Complied	-	
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied	-	
17	Provision of Information to Public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied	-	
17.2	Information about the institution to the public has been provided by Website and Facilities have been provided for the general public to appreciate / complain against the institution by this website or by any alternative avenue.	Complied	-	
17.3	Submitting reports once or twice as per 8th and 10 th sections in Right to Information Act.	Complied	-	
18	Implementation of Citizen Charter			
18.1	A citizen's 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	-		
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			
19	Formulation 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 to Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied	-	



National Institute of Sports Science

Annual Performance Report - 2024

Chapter 01 – Institutional Profile/ Summary of Implementation

1.1. Introduction

This institute was initiated in 1979 by the name “Sports School” and was established as the National Institute of Sports Science by a Special Parliamentary Act in 1998. Being the pioneer institute in Sports Education in Sri Lanka, it contributes a great deal for the development of sports by providing knowledge to the society.

Short-term and long-term strategies and plans of the National Institute of Sports Science have been aimed at the development of knowledge, attitudes & skills and updating them to achieve national and international goals in sports and to ensure Sporty Lifestyles for every citizen of Sri Lanka by human resource development of the various levels of the sports.

1.2. Vision, Mission, Objectives of the Institute

Vision

To become the prominent institute in Sports Education.

Mission

To contribute for formulation of policies pertaining to Sports. To promote Sports Education in Sri Lanka through provision of Sports Education and performing Researches to develop the skills, capabilities, talents and knowledge of the Sports personnel.

Objectives

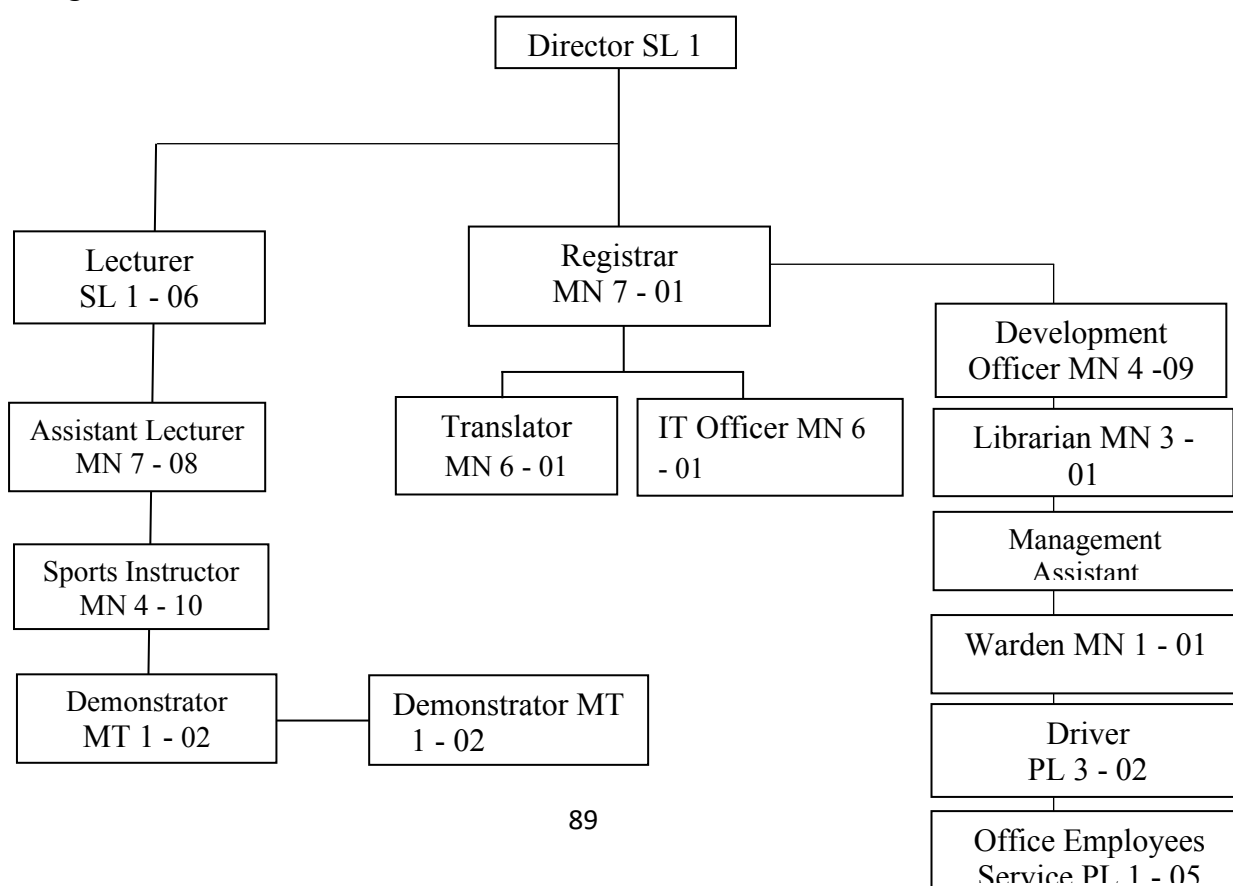
1. Identification of present-day requirements in the field of Sports and Designing, planning and implementation of courses to fulfill the qualifications required in Sports Education.
2. Implementation of Research Projects relevant to the development of the sports field.
3. Systematically updating and direction of the expertise necessary for the standardization of the development of Sports Education.
4. Taking new sports knowledge to rural areas through short-term courses and training programs with the aim of imparting new sports knowledge at the rural level.

1.3 key Functions

#	Services	Targeted Groups
01	To conduct sports courses in accordance with the provisions of the Sports Act No. 1973/25 as well as for National Vocational Qualifications (NVQ IV, NVQ V, NVQ VI). • Coaches Advanced Course (NVQ VI) • Diploma in Sports (NVQ V) • Physical Fitness Instructor Training Course (NVQ IV) • Conducting sports courses/training programs	Coaches, sports officials, physical education assistants in the Ministry of Education, physical exercise instructors in the defense forces, athletes who have competed at international and national levels, sports journalists.

	covering areas such as sports management, sports injury management.	
02	To maintain a Sports Information Centre.	All groups of the sports sector.
03	To provide infrastructure facilities required for sports.	All institutions relevant to the field of sports.
04	To conduct Physical fitness programmes.	General public and the government officers who are interested in participating in physical fitness programmes
05	To conduct Efficiency Bar examinations for the officers in the sports sector.	Coaches and Sports Officers
06	To Develop of the skills and attitudes of the Sports Coaches and to issue Coaches Registration Certificates	All National Sports Associations and their Coaches
07	To conduct a sports diploma course as an efficiency bar for sports coaches in the Ministry of Education.	New sports coaches recruited by the Ministry of Education.
08	Conducting training courses for physical exercise instructors to be trained officers of the armed forces and police.	Physical Training Instructors in Armed Forces and Police.
09	NVQ Level IV Sports Course conducted to ensure the 13 year education of school children	School students with talent for sports who are not eligible for higher education.

1.4 Organizational Chart



1.5. Departments under the Ministry / Major Sections of the Department / Divisional Secretariats under the District Secretariat

Sections established within the institution

- **Administrative Division**

The internal governance of the National Sports Academy is carried out by this division.

- **Course Unit**

This unit coordinates the main courses, which are conducted by the institute.

- **Coaches Registration Unit**

The division handles activities related to registration of all Coaches in Sri Lanka.

- **Library and its related services department**

The library of the National Sports Academy can be called as one of the leading sports libraries in Sri Lanka. This library offers e-book service, sports related CD copy service, newspaper and book disposal service, sports resource information service, e-Library Friend service and e-News Papers services.

- **Computer Division**

The computer department is used to impart computer knowledge to the trainees related to the courses conducted by the National Sports Academy.

1.6 Institutions under the Ministry/ Department/Provincial Council - No

1.7 Details of foreign aided projects (if any) – No

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements

1. A special Sports training programmes for school sports coaches and physical Sports coaches was able to carry out from 20.05.2024 to 22.05.2024.



Special events in training Programme

2. A training programme was conducted for giving practical knowledge on enhancing strength and conditioning required for the sports by utilizing sea beach. The said programme was conducted from 26th to 29th June, 2024 by utilizing sea beach, Matara.



Highlights of the workshop

03. Certificate Awarding Ceremony of National Institute of Sport Science was held on 07.05.2024 at Duncan White Auditorium, Ministry of Ministry under the precedence of State Minister of Sports and Youth Affairs.



- **Conducting courses and training programs**

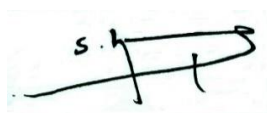
One of the main functions of the National Sports Science Institute is to conduct sports courses and training programs and the information about the courses and training programs conducted in the year 2024 is as follows.

	Course/Programme	Target group	No. of participants
1	Diploma in Sports NVQ 5	Sports personnel in district level, Sports Officers, Sports Coaches, Physical Training Teachers in schools, Physical Training Instructors in the defense services	39
2	Diploma in Sports)Weekend(	School Sports Coaches, Ministry of Education	110
3	Physical Fitness Instructor Training course NVQ 4	Physical Fitness Instructors, Physical Training teachers, Volunteer Coaches	80
4	Arobic Instructor Trainning programme	Arobic Instructors and interest parties	42
5	Certificate course in Sports psychology	Parties who are interested in Sport psychology	25
6	Coaching skill development programme- Karate	Karate coaches	31
7	Programme on updating knowledge of registered coaches- life safe guarding,rugby,football	Coaches registered in National Institute of Sport Science for relevant sport. (One day programme is conducted to register renewal procedure)	83
8	Sports knowledge updating programme for the registered coaches – Swimming		110
9	Sports knowledge updating programme for the registered coaches - Athletics		29
10	Sports knowledge updating programme for the registered coaches - Athletics (Football,volleyball)		99
11	Sports knowledge updating programme for the registered coaches - (Taekondo)		55
12	Sports knowledge updating programme for the registered coaches (Tug of war)		38
13	Sports knowledge updating programme for the registered coaches (Table tennis)		32

14	Sports knowledge updating programme for the registered coaches (boxing,baseball)		06
15	Sports knowledge updating programme for the registered coaches (Athletics-2nd group)		25
16	Sports knowledge updating programme for the registered coaches (Every sport)		10
17	Trainning programme for beach sports	Sport coaches,sports officials	52
18	Trainning programmes for school sports	School sports coaches, Physical education Teachers	65
19	Higher Altitude Sports training programme	Sports coaches	58
20	District Sports training programmes-11 programmes have been conducted for 12 districts	Sports officials ,coaches	582
	The entire group of people who have been given knowledge		1571

2.3 Future Purposes

1. Conducting short-term training programs using foreign resources to reach the relevant goals by giving new technical knowledge to the coaches who will be training sports that can reach the performance level of the Olympic Games to be held in the year 2028
2. Conduct advanced coaching courses targeting medal winning sports at the Asian and Commonwealth Games in 2026
3. Conducting training courses aiming at training instructors in gyms and school leavers who are interested in it, to provide them with the accurate knowledge on exercise and the use of the equipment so that they can enter the local and foreign job market.



G.L. Sajith Jayalal

Director

Chapter 03 - Overall Financial Performance for the year ended 31st December 2024

Included in the account of the Ministry.

Chapter 04 – Performance Indicator

4.1. Performance indicator of the Institute

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Sports Re- Engineering Project (No. of Courses conducted)		88	

Chapter 05 – Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Development Goals

Target/ Objective	Target	Indicators of achievement	Achievements progress so far		
			0% - 49%	50% - 74%	75%- 100%
04.Ensure fair quality education and promote lifelong learning opportunities for all.	Conducting courses and training programs planned in the year 2024 to provide sports education easily to all	Conducting 31 of the courses and training programs that were planned to be held in the year 2024			88

5.2. Briefly describe the achievements and challenges in achieving the Sustainable Development Goals.

No

Chapter 06 – Human Resource Profile

06.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies/ (Excess)**
Senior	07	01	06
Territory	11	03	08
Secondary	29	19	10
Primary	07	04	03
Total	54	27	27

6.2 ** Briefly state how the lack or excess of human resources has affected the performance of the organization.

The lack of academic staff in the institution affects the courses and training programs conducted by the institution and as a result the institution has to get the services of external lecturers.

6.3 Human Resource Development

Name of the program	No. of staff	Duration of the programme	Nature of the programme (Abroad/ Local)	Output/Knowledge Gained)
Calculation and payment of civil pension	01	2024.01.31,2/1	Local	Knowledge on Calculation and payment of civil pension
Discipline and office ethics for Drivers and Office assistants	04	2024.02.15-16	Local	Employee discipline and ethics and conduction of condusive office enviornment
Public Procurement workshop	01	2024/04/03,04	Local	Knowledge on procurement
Workshop on sports training and development	02	2024/07/3-16 2024/08/21-9/03	Local	konwledge on sports training and development
Advanced Microsoft Excel	02	2024/07/03,10,17	Local	Knowledge of Advanced Microsoft Excel
First aid training workshop	05	2024/07/26-28, 2024/09/13,14,15,28,29	Local	Knowledge on first aid
Olympic Solidarity Administration Course 2024	01	2024/10/10,13	Local	Knowledge on support and administration in sports

****Briefly explain how the training program contributes to the organization's performance.**

It is very important to refer to higher training programs for running the daily activities of the institution and for efficient public service. Here, academic staff officers have also participated in training courses related to the sport they are teaching, which aims to impart new knowledge to the field of sports.

Chapter 07 Compliance Report
(Accounting Activities are handled by the Ministry)

No.	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non – compliance in future
1	The following Financial statements/ accounts have been submitted on due date			
1.1	Annual Financial statements			
1.2	Advance to public officers account			
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)			
1.4	Stores Advance Accounts			
1.5	Others			
2	Maintenances of books and registers (FR445)			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and update			
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date			
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained			

	and update			
2.10	Commitment Register has been maintained and update			
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update			
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such 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			
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared			
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time			
5	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2) DMA/1 -2019			
6.2	All the internal audit reports has been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub – section 40(4) of the National Audit Act No. 19 of 2018			
6.4	All the copies of internal audit reports			

	has been submitted to the Auditor General in terms of Financial Regulation 134(3)			
7	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8	Asset Management			
8.1	The information about purchase of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No.01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning			
9.3	The vehicle logbooks had been maintained and update	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		

9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term			
10	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date			
10.2	The dormant accounts that had existed in the year under review or since previous years settled			
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month			
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears			
12.3	The loan balances in arrears for over one year had been settled			
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits			
13.2	The control register for general deposits had been updated and maintained			
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD			
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task			
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per			

	F.R.371			
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly			
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations			
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account			
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR176			
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in wrong	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate/ allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act			
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		

19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan			
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular			
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		