Annual Performance Report
2024

Department of Christian Religious Affairs

Content

Chapter- 01

1. Institution's Profile/summery of its implementation

Department of Christian Religious Affairs

1.1 Introduction

Department of Christian Religious Affairs implements programmes adhering to the policy of the Government in order to ensure the enhancement and maintenance of the Christian Religion and Culture.

1.2 Vision

Taking action for the wellbeing of Christian community

Mission

Promotion of values, ethics and faiths in Christian culture and religion in consistent with the social recognitions

Objective

Formulation and supervision of policies and programs with a view to enhance religious values of people in order to build a moral society.

1.3 Main Activities

1. Carrying out development activities at national National Shrines declared by Catholic Church and Pilgrimages Ordinance.
2. Granting funds for annual church feasts at National Shrines
3. Assistance in Development
4. Providing aids for reconstruction and development activities at Christian churches for which economic assistance has become dire necessity..
5. Enhancement of Christian religious education and evaluation of the services of Christian Daham School Teachers.
6. Promotion of Christian religious, literature and arts.
7. Conducting quiz competition in order to enhance knowledge in Bible.
8. Making contribution for Easter programs which is highly adored by Christian community.
9. Making contribution for Christmas festival highly respected by Christians and Organize of state Christmas festival
10. Organize of ceremonies which are important at national as well as religious aspects.

11. Implementation of spiritual and personality development programs for the benefit of Christian community.
12. Reconstruction and development of Churches.
13. Making recommendations for visa for both foreign laymen and clergies who arrive for religious activities and recommendations for visa for pilgrims.
14. Provision of concessions for religious institutions on water, electricity and duties.
15. Making recommendations for issuance of passports and identity cards for local Christian clergies.
16. Special projects launched by the Department of Christian Religious Affairs
17. Issuance of registration certificates for Catholic Churches, Daham Schools, and religious Institutions and maintenance of a data base

Department of Christian Religious Affairs

Even though, the Christian community living in Sri Lanka has conducted religious observances joining with religious centers for centuries, no direct link has been established between such religious organizations and government. However, they always had the freedom of religion under each government..

During the past decade, the role to be performed by the government on Christian community and their religious centers under concept "**All religions should be treated at one and the same level**" has been expanded and developed. In the meantime, the attention of government was significantly drawn to the clergy and devotees of Christianity. As a result of this trend, the mutual trust and relationship has been developed systematically within Christian religious body as well as between religious centers and government.

The religious places situated both in urban and rural areas serve as the institutions which lay the foundation to enhance ethics, virtues and morals whilst conducting Christian religious observances. Our service is to provide assistance and sponsorship through government and other institutions, which is necessary to make a generation enriched with morality and to develop Christian community in spiritual and attitudinal aspects making religious places the center for the purpose whilst joining with Roman Catholic Church and the Christian churches affiliated to national Christian Board.

This Department which was established in May 1999 by a Cabinet Memorandum as the Department of Christian Religious Affairs and Cultural Affairs under the Ministry of Cultural Religious Affairs has seen a gradual evolution facing various changes within later years under different Ministries and Ministers. Since 01st August 2007, the Department of Christian Religious Affairs has been developed in a more proper and systematic way becoming a more active institution. Accordingly, the role of the Department was implemented under following four divisions.

- ❖ Administration Division
- ❖ Development Division
- ❖ Accounts Division
- ❖ Internal Audit Division

❖ Administration Division

The role of the division is to carry out coordination and supervision in order to achieve the objectives directing the establishments, administrative and management activities of the Department. The role of the Department can be described in the following.

1. Maintaining all establishment activities relevant to personal files of all the officers in the staff.
2. Maintaining systematically the procedures of recruitment and other activities relevant for recruitment of new officers to the vacancies.
3. Providing establishment information and reports which are requested from time to time.
4. Performing duties relating to local and overseas training of officers.
5. Maintaining public Administration Circulars, Department Circulars and all other circulars with necessary updating.
6. Settling of bills connecting to expenses for telephone, water, electricity, building and other miscellaneous purposes and ensuring maintenance.
7. Performing all duties relating to provision of security services, provision of sanitary services, servicing computers, photocopiers and fax machines and duties relating to other contracted services.
8. Maintaining particulars of daily attendance with necessary updating, issuing duty leave, railway warrants, settling and maintaining the file for railway concessionary tickets.
9. Performing all duties relevant to the subject of Agrahara.
10. Receiving applications for loans and submitting them to the Accounts Division after completion.
11. Performing all duties relation to maintenance of vehicles and transport.

12. Making recommendations for visa for both foreign laymen and clergies who arrive for religious activities and recommendations for visa for pilgrims.
13. Granting concessions for religious institutions on water, electricity bills and granting relief for duty.
14. Making recommendations for the issuance of passports and identity cards for local Christian Priests.
15. Issuance of registration certificates for Catholic Churches, Daham Schools, and religious Institutions and maintenance of a data base
16. Providing information to the external parties as per the provisions of the Right Ti Information Act
17. Maintenance of the website of the Department with necessary updating.

❖ Development Division

Planning of projects in order to achieve the objectives of the Department utilizing funds received by the Department from the allocations of General Treasury and funds from other sources, reporting the progress organizing and coordinating activities which are implemented relevant to enhance social and religious upliftment and projects implemented with funds which are received centering religious places and providing necessary funds to the projects implemented at divisional and district level and reviewing the progress.

The Development Division performs the above role in the following manner.

01. Carrying out development activities at national religious places declared by Catholic Church and Pilgrimages Ordinance.
02. Granting funds for annual church feasts at public religious places.
03. Granting funds for reconstruction of Christian churches which are maintained amidst severe economic problems and which are more than hundred years old.
04. Providing aids for reconstruction and development activities at Christian churches for which economic assistance has become dire necessity.
05. Providing aids for reconstruction and development activities at Christian Religious Institutions for which economic assistance has become dire necessity.
06. Enhancement of Christian religious education
07. Provision of uniforms to Teachers of Daham Schools
08. Provision of allowances to Teachers of Daham Schools

09. Promotion of Christian religious, literature, arts and cultural affairs
10. Appreciation of Christian artists
11. Purchase of the publication of Christian Authors and provision of books to libraries of Daham Schools
12. Making contribution for Christmas festival highly respected by Christians.
13. Issuance of Christmas postal stamp and organization of State Christmas Festival
14. Making contribution for Easter programs which is highly adored by Christian community.
15. Organize of ceremonies which are important at national as well as religious aspects.
16. Implementation of spiritual and personality development programs for the benefit of Christian community.

❖ **Accounts Division**

The role of the accounts Division is to perform and direct accurately the financial responsibility which is the final process of all the tasks performed by Establishments Division and Development Division under the supervision of Director and Accountant of the Department.

The above role is performed in the following manner.

1. To receive vouchers connecting to all payments, confirm the accuracy in figures, examine as to whether the source documents relevant to voucher are received in sufficient manner, confirm as to whether the proper authority has been received for payment within financial regulations and various limits and finally to submit for certifying the expense.
2. To maintain cash book for the purpose of making payments accurately including certified vouchers in the cash books and issuing cheques.
3. To carry out activities relating to preparation of salaries and maintain documents for salary deductions.
4. To prepare annual financial statement as per the instructions of the relevant circular and prepare answers for audit queries.
5. To maintain petti cash advances and petti cash book including bank transactions. To maintain cash box ensuring the daily cash balance.
6. To maintain stores. To issue and receive goods and maintain necessary documents .
7. To prepare annual estimates and collect data in respect of relevant parties.

8. To maintain expenditure ledger. To reconcile the actual expenditure with the provisions of budget from time to time and transfer allocations as per Financial Regulations 66, if provisions are not sufficient for the coming period. To take action to transfer and obtain additional provisions.
9. To maintain general deposit account and take action to send monthly accounts reports before due date **.**
10. To check Treasury printed reports, prepare and send the monthly application for imprest to the General Treasury before due date**.**
11. To carry out all procurement activities and call tenders. To hand over inventoried goods purchased in the above manner to the officer in charge of the subject and to prepare vouchers and submit them for payment**.**
12. To remit stamp duty and withholding tax recovered when making payments to the Department of Inland Revenue before due date**.**
13. To prepare monthly bank reconciliation statement**.**
14. To transfer allocations to external government institutions and take action to account relevant credit notices.

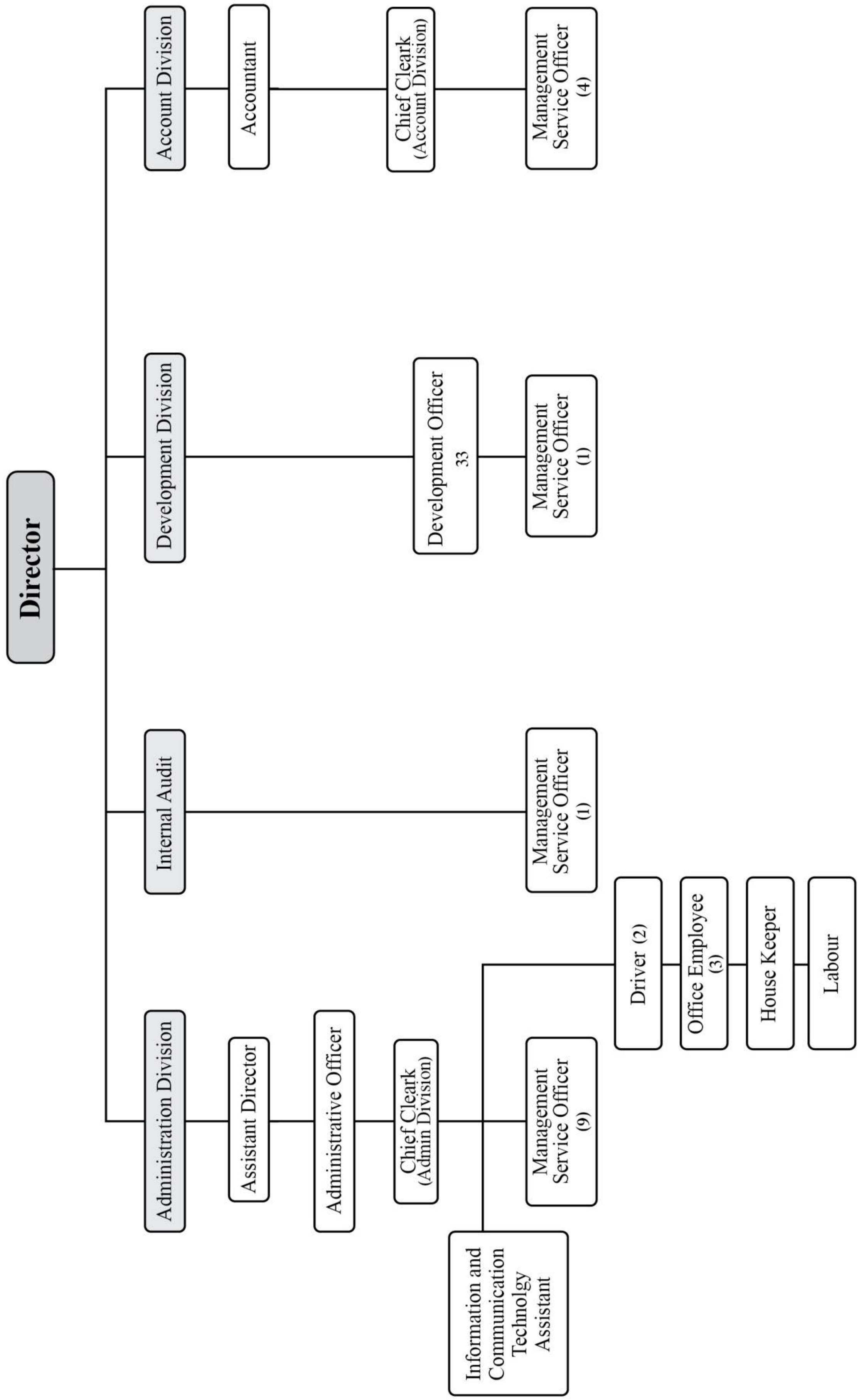
❖ **Internal Audit Division**

This Division performs the internal audit activities in order to assure whether the functions of administration, development and accounts divisions of the Department are carried out as per the prescribed provisions and regulations.

This task is performed in the following manner.

1. Preparation of the internal audit plan and getting approval for the same.
2. Carrying out internal audit activities in accordance with the internal audit plan.
3. Preparation of internal audit reports quarterly.
4. Issuance of audit queries
5. Conducting meetings of the Audit and Management Committee.
6. Submission of audit queries and reports to the Accounts Committee and preparation of answers for audit queries.

Organizational Structure



Chapter - 02

2.1 Progress and Future Vision

Progress and Future Vision

Department of Christian Religious Affairs is a Department consists of a staff of 52 members and it works for the welfare activities of more than two million Christian Community scattered all over the Island.

Main objective of the Department is the development of Christian National Places of Worship, Churches and other religious places, contributing to the religious festivals such as Christmas, Easter, etc., organization of Christian Religious Programmes, protection of Christian Art and Crafts and their promotion.

The Department annually organizes a Bible Quiz Competition to enhance the biblical knowledge of Christian children, an "Honouring Christian Artists" ceremony titled "*Dharma Prabhashwara Utthamachara Ulela"* to appreciate Christian artists, and a National Christmas Programme. In addition to that, the Department contributes to spiritual and cultural programmes organized by the Catholic Churches.

The annual budget allocated to the Department is insufficient. If the allocation is increased, the Department will be able to provide more effective and commendable service to the Christian community.

M.Chaturi Pinto
Director,
Department of Christian Religious Affairs

Chapter - 03

Financial performance as a whole for the year ended 31 December 2024

3.1 Statement of financial performance

ACA -F

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

Budget 2024 Rs.		Note	Actual 2024 Rs.	Actual 2023 Rs.	
-	**Revenue Receipts**			-	
-	Income Tax	1		-	ACA-1
-	Taxes on Domestic Goods & Services	2		-	ACA-1
-	Taxes on International Trade	3		-	ACA-1
-	Non Tax Revenue & Others	4		-	ACA-1
-	**Total Revenue Receipts (A)**			-	
-	**Non Revenue Receipts**			-	
-	Treasury Imprests		147,956,000	137,716,000	ACA-3
-	Deposits		250,596	23,506	ACA-4
-	Advance Accounts		2,143,828	4,091,892	ACA-5
-	Other Main Ledger Receipts		-	-	
-	**Total Non Revenue Receipts (B)**		**150,350,424**	**141,831,398**	
	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		**150,350,424**	**141,831,398**	
	Remittance to the Treasury (D)		-	-	
-	**Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)**		**150,350,424**	**141,831,398**	
	Less: Expenditure				
-	**Recurrent Expenditure**		-		
41,439,900	Wages, Salaries & Other Employment Benefits	5	35,866,140	32,619,417	ACA-2(ii)
10,485,000	Other Goods & Services	6	7,036,778	6,768,577	ACA-2(ii)
7,150,000	Subsidies, Grants and Transfers	7	6,853,182	4,074,779	ACA-2(ii)
-	Interest Payments	8	-	-	ACA-2(ii)
131,465,000	Other Recurrent Expenditure	9	98,362,681	97,472,849	ACA-2(ii)
190,539,900	**Total Recurrent Expenditure (F)**		**148,118,781**	**140,935,622**	
	Capital Expenditure				
2,100,000	Rehabilitation & Improvement of Capital Assets	10	511,548	690,796	ACA-2(ii)
1,500,000	Acquisition of Capital Assets	11	1,052,195	977,926	ACA-2(ii)
20,150,000	Capital Transfers	12	18,884,040	17,249,200	ACA-2(ii)
-	Acquisition of Financial Assets	13	-	-	ACA-2(ii)
250,000	Capacity Building	14	142,000	255,400	ACA-2(ii)
-	Other Capital Expenditure	15	-	-	ACA-2(ii)
24,000,000	**Total Capital Expenditure (G)**		**20,589,783**	**19,173,322**	
	Deposit Payments		250,421	24,531	ACA-4
	Advance Payments		2,374,388	2,066,193	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		**2,624,809**	**2,090,724**	
	Total Expenditure I = (F+G+H)		171,333,373	162,199,668	
	Balance as at 31st December J = (E-I)		(20,982,949)	(20,368,270)	
	Balance as per the Imprest Reconciliation Statement		(20,982,949)	(20,368,270)	ACA-7
214,539,900	**Imprest Balance as at 31st December**		-	-	ACA-3
				-	

3.2 Statement of financial position

ACA-P

Statement of Financial Position
As at 31st December 2024

	Note	Actual 2024 Rs	2023 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	30,382,780	29,336,384
Financial Assets			
Advance Accounts	ACA-5/5(a)	5,675,582	5,445,022
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		**36,058,362**	**34,781,406**
Net Assets / Equity			
Net Worth to Treasury		5,671,407	5,441,022
Property, Plant & Equipment Reserve		30,382,780	29,336,384
Rent and Work Advance Reserve	ACA-5(b)	-	-
Current Liabilities			
Deposits Accounts	ACA-4	4,175	4,000
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		**36,058,362**	**34,781,406**

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 7 to 32 and Annexures to accounts presented in pages from 33 to 55 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 Finacial 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
A.M.P.M.B.Atapattu
Secretary, Ministry of Buddhasasana, Religious and Cultural Affairs
Date : 20.02.2025

Accounting Officer
M. Chathuri Pinto
Director, Department of Christian Religious Affairs
Date : 19.02.2025

Accountant
S.L.M.Nibras
Date : 19.02.2025

A.M.P.M.B. Atapattu
Secretary
Ministry of Buddhasasana, Religious and Cultural Affairs
No. 135, Srimath Anagarika Dharmapala Mawatha,
Colombo 07.

M. Chathuri Pinto
Director
Department of Christian Religious Affairs
3rd Floor, No. 180,
T.B. Jaya Mawatha, Colombo 10.

S.L.M. Nibras
Accountant (Acting)
Department of Christian Religious Affairs

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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	2,190,605	1,671,673
Impress Received	147,956,000	137,716,000
Recoveries from Advance	1,662,646	2,714,534
Deposit Received	250,596	23,506
Total Cash generated from Operations (A)	**152,059,847**	**142,125,713**
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	42,616,454	38,993,955
Subsidies & Transfer Payments	104,317,471	99,733,170
Expenditure incurred on behalf of Other Heads	72,000	-
Imprest Settlement to Treasury	-	-
Advance Payments	1,687,398	1,105,310
Deposit Payments	250,421	24,531
Total Cash disbursed for Operations (B)	**148,943,744**	**139,856,966**
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	**3,116,103**	**2,268,747**
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
	-	-
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	3,116,103	2,268,747
Total Cash disbursed for Investing Activities (E)	**3,116,103**	**2,268,747**
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(3,116,103)	(2,268,747)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	-	-
Cash Flows from Fianacing 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	-	-

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3.4 Notes to financial statements

Statement of Losses and Waivers
(Losses under F.R. 106 and F.R. 113)

Expenditure Head No : 203 **Department : Department of Christian Religious Affairs**
Programme No. & Title : 02 Development Activities

(i) Statement of Losses Recovered/Written off/Waived off during the year.

	Value	No.of Cases	Total Amount (Rs.)
Below	Rs. 25,000.00	0	
Over	Rs. 25,000.01	0	
	Total		

Classification of the cases by nature of Losses.	No.of Cases	Value (Rs.)
1 Nill	0	
2		
3		
4		
Total		

(ii) Statement of Losses being held to be Written off/Waived off or recoverable so far

	Value	No.of Cases	Total Amount (Rs.)
Below	Rs. 25,000.00	0	-
Over	Rs. 25,000.01	3	212,807
		3	212,807

Classification of the cases by Nature of Losses	No.of Cases	Value (Rs.)
1. Accident of Vehicle No. NB2558	1	137,707
2. Accident of Vehicle No. NB2558	1	42,600
3. Windscreen damage of Vehivle No. NB2558	1	32,500
Total	3	212,807

Age Analysis per (ii)

Less than five years	No.of Cases	2
	Amount	**Rs.75,100**
5-10 years	No.of Cases	1
	Amount	**Rs.137,707**
Over 10 years	No.of Cases	
	Amount	**Rs.**

Note- Details on losses under F.R.106 and waives under F.R. 113 accounted under object code no 1701 and such losses and waivers expected to be accounted in coming years should be included.

* When there are no information with regard to this report, a nil report should be submitted

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Accountant
S.L.M.Nibras
Date : 19 .02.2025

S.L.M. Nibras
Accountant (Acting)
Department of Christian Religious Affairs

3.4 Notes to financial statements

Annexure-(ii)

Statement of Write off from books

Expenditure Head No : 203 **Department : Department of Christian Religious Affairs**
Programme No. & Title : 02 Development Activities

1 **Statement of losses and waivers under F.R. 109 during the year**

	Value		No. of Cases	Value (Rs.)
(i)	Below Rs. 25,000.00	....	-	....
(ii)	Over Rs. 25,000.01	....	-	....
	Total		-	

2 **Statement of write off from the book and recoveries under F.R. 109 during the year**

	Nature of Loss	Opening balance which was not written off	Value of loss	Recoveries	Value written off from the book	Balance carried forward which was not written off	Reference No. of Approval for write off from the book
		Rs.	Rs.	Rs.	Rs.	Rs.	
1	Nill						
2							
3							
	Total						

Note - Excluding losses and waivers to be accounted in Annexure(i), only any other losses and waivers under F.R.109 should be included in this format.

* When there are no information with regard to this report, a nil report should be submitted

....
Accountant
S.L.M.Nibras
Date : 19 .02.2025

S.L.M. Nibras
Accountant (Acting)
Department of Christian Religious Affairs

3.4 Notes to financial statements

Annexure (iii)

Statement of Commitments and Liabilities as at 31st December

Department : Department of Christian Religious Affairs
Expenditure Head No: 203
Programme No. & Title: 02 Development Activities

Cumulative Commitment/ Liability Report for the Year - 2024

To
Department of Christian Religious Affairs (203)
From
Director General, ,
Department of State Accounts, ,
General Treasury, Colombo1. .

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New Table No **:SA-92**
Old Table No **:--**
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NEW CIGAS REPORTS FINAL 2024

Nature	Commit_No	Date	To_whom	Vote	Commitment	Commit_bal	L_Date	Liability_amt	Revised_Lia	Paid	Liability_Bal	Reported_By
Govt	COM12-678	31 Dec 2024	Claretian Publications	203-2-1-2-1409-P	426,826.25	0.00	31 Dec 2024	426,826.25	0.00	0.00	426,826.25	203
Govt	COM12-679	31 Dec 2024	Sri Lanka State Trading (Gen) Corporation Ltd	203-2-1-0-1201-P	11,532.72	0.00	31 Dec 2024	11,532.72	0.00	0.00	11,532.72	203
Govt	COM12-680	31 Dec 2024	Narah Computer Forms	203-2-1-0-1201-P	37,140.50	0.00	31 Dec 2024	37,140.50	0.00	0.00	37,140.50	203
Govt	COM12-681	31 Dec 2024	Rainbow Stationery and Electrical	203-2-1-0-1201-P	86,904.00	0.00	31 Dec 2024	86,904.00	0.00	0.00	86,904.00	203
Govt	COM12-682	31 Dec 2024	Pilot Stationers Pvt Ltd	203-2-1-0-1201-P	6,969.08	0.00	31 Dec 2024	6,969.08	0.00	0.00	6,969.08	203
Govt	COM12-685	31 Dec 2024	D.R.Industries Pvt Ltd	203-2-1-18-2205-P	410,353.05	0.00	31 Dec 2024	410,353.05	0.00	0.00	410,353.05	203
Govt	COM12-686	31 Dec 2024	Sense Micro Distributions Pvt Ltd	203-2-1-0-2102-P	276,710.00	0.00	31 Dec 2024	276,710.00	0.00	0.00	276,710.00	203
Govt	COM12-687	31 Dec 2024	Sri Lanka Telecom PLC	203-2-1-0-2102-P	149,571.95	0.00	31 Dec 2024	149,571.95	0.00	0.00	149,571.95	203
Govt	COM12-688	31 Dec 2024	John Keells Office Automation Pvt Ltd	203-2-1-18-2205-P	397,660.00	0.00	31 Dec 2024	397,660.00	0.00	0.00	397,660.00	203
Govt	COM12-704	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	33,520.90	0.00	31 Dec 2024	33,520.90	0.00	0.00	33,520.90	203
Govt	COM12-705	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1101-P	45,614.00	0.00	31 Dec 2024	45,614.00	0.00	0.00	45,614.00	203

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3.4 Notes to financial statements

Govt	COM12-706	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	3,917.25	0.00	31 Dec 2024	3,917.25	0.00	0.00	3,917.25	203	
Govt	COM12-707	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	27,945.00	0.00	31 Dec 2024	27,945.00	0.00	0.00	27,945.00	203	
Govt	COM12-708	31 Dec 2024	Sri Lanka Telecom PLC	203-2-1-0-1402-P	12,635.99	0.00	31 Dec 2024	12,635.99	0.00	0.00	12,635.99	203	
Govt	COM12-709	31 Dec 2024	Express Water Systems (Pvt) Ltd	203-2-1-0-1403-P	3,781.00	0.00	31 Dec 2024	3,781.00	0.00	0.00	3,781.00	203	
Govt	COM12-710	31 Dec 2024	Ceylon Electricity Board	203-2-1-0-1403-P	231.79	0.00	31 Dec 2024	231.79	0.00	0.00	231.79	203	
Govt	COM12-711	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1101-P	15,770.00	0.00	31 Dec 2024	15,770.00	0.00	0.00	15,770.00	203	
Govt	COM12-712	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	12,102.81	0.00	31 Dec 2024	12,102.81	0.00	0.00	12,102.81	203	
Govt	COM12-713	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	2,854.75	0.00	31 Dec 2024	2,854.75	0.00	0.00	2,854.75	203	
Govt	COM12-714	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1202-2-P	10,197.00	0.00	31 Dec 2024	10,197.00	0.00	0.00	10,197.00	203	
Govt	COM12-715	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	10,662.53	0.00	31 Dec 2024	10,662.53	0.00	0.00	10,662.53	203	
Govt	COM12-716	31 Dec 2024	M.C.N.PINTO	203-2-1-0-1101-P	7,000.00	0.00	31 Dec 2024	7,000.00	0.00	0.00	7,000.00	203	
Govt	COM12-717	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1101-P	5,929.33	0.00	31 Dec 2024	5,929.33	0.00	0.00	5,929.33	203	
Govt	COM12-718	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1101-P	7,235.00	0.00	31 Dec 2024	7,235.00	0.00	0.00	7,235.00	203	
Govt	COM12-719	31 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1101-P	8,874.66	0.00	31 Dec 2024	8,874.66	0.00	0.00	8,874.66	203	
Govt	COM12-720	31 Dec 2024	Director - Department of Muslim Religious	203-2-1-0-1407-P	60,348.74	0.00	31 Dec 2024	60,348.74	0.00	0.00	60,348.74	203	

3.4 Notes to financial statements

			and Cultural Affairs									
Govt	COM12-721	31 Dec 2024	Director - Department of Muslim Religious and Cultural Affairs	203-2-1-0-1405-P	57,386.50	0.00	31 Dec 2024	57,386.50	0.00	0.00	57,386.50	203
Govt	COM12-584	31 Dec 2024	Bishop of Mannar	203-2-1-4-1508-P	400,000.00	0.00	31 Dec 2024	400,000.00	0.00	0.00	400,000.00	203
Govt	COM12-673	30 Dec 2024	Director - Department of Christian Religious Affairs	203-2-1-0-1002-P	21,601.89	0.00	30 Dec 2024	21,601.89	0.00	0.00	21,601.89	203
Govt	COM12-675	30 Dec 2024	Bishop of Kurunegala	203-2-1-2-1409-P	48,215.00	0.00	30 Dec 2024	48,215.00	0.00	0.00	48,215.00	203
Govt	COM12-659	27 Dec 2024	Catholic National Commission For Migrants	203-2-1-0-1508-17-P	200,000.00	0.00	27 Dec 2024	200,000.00	0.00	0.00	200,000.00	203
Govt	COM12-661	27 Dec 2024	W.P.Jagath	203-2-1-0-1002-P	9,572.40	0.00	27 Dec 2024	9,572.40	0.00	0.00	9,572.40	203
Govt	COM12-662	27 Dec 2024	John Keells Office Automation Pvt Ltd	203-2-1-0-1201-P	27,140.00	0.00	27 Dec 2024	27,140.00	0.00	0.00	27,140.00	203
Govt	COM12-664	27 Dec 2024	Lapro Technologies Pvt Ltd	203-2-1-0-1302-P	89,385.00	0.00	27 Dec 2024	89,385.00	0.00	0.00	89,385.00	203
Govt	COM12-665	27 Dec 2024	Toyota Lanka (Pvt) Ltd	203-2-1-0-1301-P	98,941.75	0.00	27 Dec 2024	98,941.75	0.00	0.00	98,941.75	203
Govt	COM12-666	27 Dec 2024	Frostaire Engineering Pvt Ltd	203-2-1-0-1409-138-P	11,000.00	0.00	27 Dec 2024	11,000.00	0.00	0.00	11,000.00	203
Govt	COM12-667	27 Dec 2024	Department of Christian Religious Affairs - Staff Welfare Society	203-2-1-0-2401-P	35,370.00	0.00	27 Dec 2024	35,370.00	0.00	0.00	35,370.00	203
Govt	COM12-670	27 Dec 2024	Toyota Lanka (Pvt) Ltd	203-2-1-0-2003-P	69,172.78	0.00	27 Dec 2024	69,172.78	0.00	0.00	69,172.78	203
Govt	COM12-640	19 Dec 2024	M.C.N. Pinto - Director	203-2-1-0-1002-P	3,917.25	0.00	19 Dec 2024	3,917.25	0.00	0.00	3,917.25	203

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Report Generated by the new CIGAS Web Application--Developed by S.Tharshan -Director, Dept of State Accounts.

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3.4 Notes to financial statements

Annexure (iv)

Statement of Liabilities - (i)

Statement of Commitments in terms of FR 94 (2) and (3)

Department : Department of Christian Religious Affairs
Expenditure Head No. : 203
Programme No. & Title : 02 Development Activities

Name of the Person/Institution	Description of Commitments	Project	Sub Project	Object Code	Financing Code	Maximum Commitment Ceiling In terms of FR 94(2) Provisions (Rs.)	Total Cost Estimate In terms of FR 94(3) (Rs.)	Commitment & Liability Amount (Rs.)
1. Ministries/Government Department	Not Applicable							
....								
....								
Total								
2. State Corporations/Statutary Boards								
....								
....								
Total								
3. Others (Private Parties)								
....								
....								
Total								
Grand Total								

....
Accountant
S.L.M.Nibras
Date : 19 .02.2025

S.L.M. Nibras
Accountant (Acting)
Department of Christian Religious Affairs

Statement of Liabilities - (ii)

Provision Transferred to the Deposit Account in terms of FR 215 (3) (b) & (c)

Department : Department of Christian Religious Affairs
Expenditure Code : 203
Programme No. & Title : 02 Development Activities

Name of the Person/Institution (To be identified at the time of Transfering the Provision to Deposit Accounts.) *	Description of Liability	L/C No.	Particular of Vote details from which Provisions were Transfered				Deposit Account No.	Amount Transferred (Rs.)
			Project	Sub Project	Object Code	Financing Code		
1. Ministries/Government Department	Not Applicable							
Total								
2. State Corporations/Statutary Boards								
....								
....								
Total								
3. Others (Private Parties)								
....								
....								
Total								
Grand Total								

* should use only when relevant to the reporting entity

....
Accountant
S.L.M.Nibras
Date : 19 .02.2025

S.L.M. Nibras
Accountant (Acting)

3.4 Notes to financial statements

Statement of Claims under Reimbursable Foreign Aid

Department : Department of Christian Religious Affairs

Programme No. & Title : 02 Development Activities

		Rs.
(1)	Provision in Estimates - 2024 under Reimbursable Foreign Aid including Supplimentary provisions	Nill
(2)	Total Expenditure disbursed during the year 2024, against (I) above	Nill
(3)	Total of Reimbursement Cliams outstanding as at 01st January 2024	Nill
(4)	Total of Reimbursement Claims made during the year 2024, in respect of years 2023 & prior years (if any)	Nill
(5)	Total of Reimbursement Claims made during the year 2024, in respect of year 2024	Nill
(6)	Total of Claims disallowed by the Donor, during 2024 (if any), in respect of Claims 2023 or prior years (if any)	Nill
(7)	Total of Claims disallowed by the Donor, during 2024 (if any), in respect of Claims 2024	Nill
(8)	Total of Reimbursements received during the year 2024, in respect of years 2023 or prior years	Nill
(9)	Total of Reimbursements received during the year 2024, in respect of years 2024	
(10)	Total of reimbursement Claims outstanding as at 31st December 2024 | (3+4+5) - (6+7) | - (8+9)	Nill
(11)	Total of Reimbursement Claims made after 31/12/2024 in respect of 2023 up to the finalization of the Financial Statements	Nill
(12)	Total of Reimbursement received after 31/12/2024 up to the finalization of the Financial Statements	Nill
(13)	Total of Reimbursement Claims outstanding as at the date of presenting the Financial Statements (10 + 11 - 12)	Nill

* should use only when relevant to the reporting entity

....
Accountant
S.L.M.Nibras
Date : 19 .02.2025

S.L.M. Nibras
Accountant (Acting)
Department of Christian Religious Affairs

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3.4 Notes to financial statements

Annexure-(vii)

Statement of Missing Vouchers

Department : Department of Christian Religious Affairs
Expenditure Head No : 203
Programme No. & Title : 02 Development Activities

Date	Voucher No.	Name of Payee	Nature of Payment	Amount (Rs.)
		Nill		

* When there are no information with regard to this report, a nil report should be submitted

....
Accountant
S.L.M.Nibras
Date : 19 .02.2025

S.L.M. Nibras
Accountant (Acting)

The Status Report as at 31/12/2024 on Bank Accounts opened in terms of Treasury Operation Circular No. 3/2015 of 23/10/2015

Expenditure Head No. : 203 **Department : Department of Christian Religious Affairs**

Serial No.	Name of Bank	Account No.	Balance as per Bank Statement as at 31/12/2024 (Rs.)	Balance as Per Cash Book as at 31/12/2024 (Rs.)	Total Value of Cheques not yet Presented to Bank as at 31/12/2024 (if exceeds 6 months)	Month of Last Bank Reconciliation Prepared
1	Bank of Ceylon- Hyde Park	7041207	2,726,160	-	-	2024 December

I hereby certify that the above information is true and correct.

....
Accountant
S.L.M.Nibras
Date : 19 .02.2025

3.5 Performance of the collection of revenue - (Not relevant)

Revenue Code	Description of revenue code	Revenue Estimate		Revenue Collected	
		Initial Estimate	Final Estimate	Amount (Rs.)	As a % of the final revenue estimate
-	-	-	-	-	-

3.6. Performance of the utilization of the provisions allocated

Category of Provision	Provisions allocated		Actual expenditure	Utilized provision as a % of the finalized provision
	Initial provision	Final		
Recurrent	186,000,000	190,539,900	148,118,780.49	78%
Capital	24,000,000	24,000,000	20,589,783.04	86%

3.7. Provisions, which were granted to this Department as a representative of another Ministry/ Department as per F.R. 208

Serial Number	Ministry/ Department, which granted provision	Objective of the provision	Provisions		Actual Expenditure	Utilized provision as a % of the finalized provision
			Initial Provision	Final Provision		
-	-	-	-		-	-

3.8. Performance in the reporting non financial assets

Asset Code	Description of the code	Balance as at 31.12.2024 as per the report of the Board of Survey	Balance as at 31.12.2024 as per the report on the financial position	To be accounted in due course	Reporting progress as a %
9151	Buildings and structures	1,398,800	1,398,800	—	—
9152	Machinery	28,983,979.93	28,983,979.93	—	—
9153	Land	—	—	—	—
9154	Intangible Assets	—	—	—	—
9155	Biological Assets	—	—	—	—
9160	Works in progress	—	—	—	—
9180	Assets given on lease	—	—	—	—

3.9. Report of the Auditor General

Director,

Department of Christian Religious Affairs

Head 203- Report of the Auditor General on the Financial Statements for the year ended 31 December 2024of the Department of Christian Religious Affairs in terms of 11 (1) of the National Audit Act No. 19 of 2018.

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1. Financial Statements

1.1 Opinion

The audit of the financial statements of the Department of Christian Religious Affairs for the year ended 31 December 2024 comprising the statement of Financial Position, statement of financial performance, and cash flow statement for the year then ended, was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act No. 19 of 2018. My comments and observations on these financial statements submitted to the Department of Christian Religious Affairs as per Section 11 (1) of the National Audit Act No. 19 of 2918 are included in the report. The annual comprehensive report of the management audit will be issued in due course to the Chief Accounting Officer as per section 11 (2) of the National Audit Act No. 19 of 2018. The report of the Auditor General to be submitted as per section 10 of the National Audit Act No. 19 of 2018 read in conjunction with the Article 154 (6) of the Constitution of the Democratic Socials Republic of Sri Lanka will be tabled in the parliament in due course.

In my opinion, the accompanying financial statements give a true and fair view of the financial position of the Department of Christian Religious Affairs as at 31 December 2024 and of its financial performance and its cash flows for the year then ended in compliance with the basis for the preparation of financial statements in note I.

1.2 Basis for Qualified Opinion

I conducted my audit in accordance with Sri Lanka Auditing Standards (SLAuSs). My responsibilities, under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

1.3. Emphasizing a matter-Basis for the preparation of financial statements

Attention is hereby drawn to the note I relevant to financial statements, which describes the basis for the preparation of these financial statements. Financial statements have been prepared as per Financial Regulation 150 and 151 of the Government and State Accounts Guidelines 06/2024 dated 16 December 2024 for the requirements of the Department of Christian Religious Affairs, General Treasury and Parliament. Therefore, these financial statements may not be suitable for other purposes. My report aims only for the usage of Department of Christian Religious Affairs, General Treasury and Parliament of Sri Lanka. My opinion is not disclaimed in respect of this matter.

1.4 Responsibilities of Chief Accounting Officer for the Financial Statements

Chief Accounting Officer is responsible for the preparation of financial statements that give a true and fair view in accordance with Financial Regulations150 and 151 of the Government, revised State Accounts Guidelines dated 1 December 2024 and for such internal control, which is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

The Chief Accounting Officer should assure that a productive internal control system is prepared and maintained for the financial control of the Department as per sub section 38 (1) (c) of the National Audit Act and he should changes necessary to maintain productively the system conducting from time to time a review in this regard.

1.5 Responsibility of the Auditor on the audit of financial statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.

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

I communicate with those charged with governance regarding, among other matters, significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

2. Report on Other Legal Requirements

I hereby state following facts as per section 6 (1) (d) of the National Audit Act, No. 19 of 2018.

a) The financial statements presented are consistent with the preceding year.

b) Recommendations made by me on the financial statements for the previous year have been implemented .

3. Financial Review

3.1. Imprest Management

Since the General Treasury did not release imorest as planned, it has become impossible to utilize provisions provided by the Parliament for three votes, therefore there was a balance of provisions up to the range from 9% to 44%.

3.2. Management of expenditure

a. A net allocation of Rs. 30,153,386 was remaining unspent from the total allocation of Rs. 40,965000 for 10 recurrent votes and the percentage of that balance from net allocation was at the range from 30% to 92%.

b. A net allocation of Rs. 2,136,746 was remaining unspent from the total allocation of Rs. 3,350,000 for 05 capital votes and the percentage of that balance from net allocation was at the range from 43% to 94%.

C. The total allocation of Rs. 50,000 was remaining unspent pertaining to one recurrent vote.

3.3. Certifications which should be made by Chief Accounting Officer

Even though the Chief Accounting Officer, Accounting Officer should certify on the following matter as per the provisions of section 38 of the National Audit Act No 19 of 2018, no action has been taken in this regard.

It was required to assure by Chief Accounting Officer and Accounting Officer that a productive internal control system is prepared and maintained to ensure financial control of the Department, and further from time to time a review should be made on the productivity of the system. In the meantime necessary changes should also be made to maintain the system in a productive manner. Further a copy of the review made in this regard should be submitted to the Auditor General but no statement to the effect that a review has been done after June has been submitted to the audit.

3.4. Noncompliance to laws, rules and regulations

In terms of the Financial Regulation No 104 (4) of the Democratic Socialist Republic of Sri Lanka, final report on the losses should be submitted within three months from the date of the loss but the report pertaining to the accident occurred to a vehicle of Parliament on 06 May 2024 has been submitted on 22 April 2025.

4. Review on operations

4.1. Performance

4.1.1. Planning

In terms of the provisions in para 03 f the Public Finance Circular no 02/2020 dated 28 August 2020, it is required to prepare and submit the action plan to the Chief Accounting Officer for the coming year before 15 of the month of December in the current year. However approval has been obtained for the action plan-2024 on 02 February 2024.

4.1.2 Delays in the completion of projects

Even though Rs. 7.15 million has been allocated also in year under review for the Pilgrims House , which was expected to complete in year 2017, projects works have not been completed.

4.2. Management of Assets

a. Particulars of the purchase and disposal of assets in year 2024 have not been reported to the office of the Comptroller General in terms of the para 07 of the Asset Management Circular No 01/2017 dated 28 June 2017 issued by the Secretary of the General Treasury.

b. Action has not been taken to get the ownership of the Pilgrims House, Thalawila, which has been alienated to the Department of Christian Religious Affairs in year 2006, transferred to the Department.

4.3. Inefficiencies in the menagement

a. Action has not been taken to recover the balance of loans of Rs. 244,190, which was due from retired and demised officers.

b. No action has been taken to appoint a Senior Officer entrusting the responsibilities to formulate human resources plan, develop capacity building programmes, and implement skill development programmes in terms of the para 6.5 of Public Administration Circular No 02/2018 dated 24 January 2018.

c. Although registration is taken into consideration when granting assistances such as allowances, uniforms to Daham School Teachers etc, at present there is no proper methodology for registering the existing Catholic, Christian churches and religious centers and further no action has been taken to get the approval for the Act formulated for the registration of churches and religious centers.

d. No action has been taken to recover the loss of Rs. 137,707, which has arisen due to an accident caused to a vehicle of the Department.

5. Good Governance

5.1. Delivering services to general public

Even though it is required to submit the reports to the Right To Information Commission of Sri Lanka once or twice every year as per section 08 and 10 of the Right To Information Act No 12 of 2016, such reports have not been submitted for year 2024.

5.2. Internal Audit

Even though the internal audit plan should be prepared communicating with the Auditor General as per section 134 (2) of Financial Regulation and para 6 of Management Services Circular No DMA/01/2019 dated 12 January 2019, no such process has been followed when the internal audit plan of the year under review has been prepared.

6. Human Resources Management

6.1. Approved cadre and actual staff

a. The approved cadre and the actual staff of the Department of Christian Religious Affairs for year under review were 59 and 53 respectively, and 06 posts have fallen vacant i.e. 01 post of Director at the senior level, 04 posts at secondary level, 01 post at primary level.

b. Even though opportunity should be given to the officers, who are serving at one and the same place for 05 years, to serve at another service station by way of transferring such officers as per Public Administration Circular No. 18/2001 dated 22 August 2001, action has not been taken to transfer 34 officers, who have completed a period of service from 5 years up to 19 years as at 31 December 2024.

R. S. Katugampola
Senior Assistant Auditor General
For Auditor General

Chapter 04
Performance Indicators - Performance indicators of the institute
(Based on the action plan)

Main responsibility	Main tasks which have been planned	Prior performance indicators	Estimated revised annual cost Rs m(only if applicable)	Progress		Reasons for deviations, if any
				Physical Quantitatively %)	Financial %	
1508(17)	Providing assistance to Churches and other religious institutions in need of financial facilities Organizing programmes for the enhancement of Spiritual personality, drug prevention and religious harmony .	Programms for religious harmony Family nutrition programmes Programmes for youths, drug prevention programmes.	2	100%	89%	Non receipt of imprest for bills of December.
1508(18)	Programmes for easter	Launching the third volume of Psalms	3.5	100%	100%	
	National Christmas programmes	Interreligious Christmas programmes/ conducting Painting competition for selecting Christmas postal stamp	1	100%	100%	
	Organization of other national and religious events and various other activities	National independence celebration, Vesak Festival	0.5	100%	100%	

2-1409	Christian arts and crafts	Conducting programmes for making awareness on Psalms in order to make them an intangible heritage	0.5	95%	63%	Non receipt of imprest
	Jana Vandana, Christian arts and crafts, cultural activities and Dharma Prabhashvara awarding ceremony	Programmes for promoting Christian religious literature, Dharma Prabhashvara awarding ceremony , cultural activities , Jana Vandana	2.5	100%	100%	
	Purchase of publications on Christian religion and Dahama school library programmes	Purchase of publications on Christian religion and Dahama school library programmes	1.5	80%	-	Non receipt of imprest
04-1508	Holding feasts at Churches declared under Pilgrimages Ordinance	Making contributions foe 25 feats held at Churches	8	100%	88%	Provisions of the Department were not necessary as Navy has made provisions for the feast at Kachchativu and non-receipt of imprest.
05-1508	Religious education and Daham School Activities	Quiz competition to assess the knowledge on Holy Bible, Essay competition	8	98%	92%	General balance
		Religious and Daham School Activities	2	100%	60%	Non receipt of imprest

		Conducting final certificate examination of Catholic daham schools and Dharmacharya examination	28	-	8%	Control over Government expenses as per ජා.අ.ව.අ. 01/2023 and informing by the Department of Examination that provisions are not necessary for final certificate examination of Catholic daham schools and Dharmacharya examination
17-1501	Providing facilities for Daham School Teachers	Library Allowance for Daham School Teachers	82	100%	95%	General balance
11-2205	Enhancement of facilities required by pilgrims at religious places declared under Pilgrimages Ordinance	Providing provisions to 03 churches	7.15	100%	96%	General balance
14-2205	Development of religious placed which are important in archaeological aspects	Providing aids for 03 religious places	3	100%	96%	General balance
18-2205	Providing facilities for Christian Religious places and churches	For 08 Christian Religious places and churches	10	100%	91%	Non receipt of imprest for bills of December.

Chapter 05
Performance in the achievement of Sustainable Development Goals (SDG)
The identified relevant Sustainable Development Goals

Goal/Objective		Targets	Achievement Indicators	Progress of the achievement so far gained 0%-49% 50%-74% 75% - 100%
1508(17)	Organizing programmes for the enhancement of Spiritual personality ,drug prevention and religious harmony	Ensuring a healthy life for all and promoting welfare of those who are at every age	Strengthening measures for prevention of harmful alcohol and dangerous drugs and ensuring sound treatment system Strengthening the work plan of World Health Organization for the control of tobacco in relation to all the countries and implementation of the same	75%-100%
1508(18)	Organizing Christmas Festivals at national level and conducting painting competition for Christmas postal stamp	Delivery of the message of love brought by the 'Birth of Jesus' through festivals at national level	Directing Christians for a peaceful society	75% - 100%
	Organization of other national and religious events and various other affairs	Strengthening the spiritual life of every Christian	Directing Christians for a peaceful society	75% - 100%

02-1409	Project for the promotion of Christian religious literature	Building personality through writing, and acting	Enhancing the taste of Christian arts and evaluating those who are interested in this regard. Introducing skilled artists to the future society	75% - 100%
	Purchase of publications on Christianity and Daham School Library Programme	Ensuring perfect, fair and qualitative education and providing opportunities for all to study during their life time	Enriching all, who are in education, with knowledge and skills for promoting sustainable development by 2030, Contributing to the above by way of promoting education on sustainable development, sustainable life styles, human rights, promoting a peaceful culture devoid of violation, evaluation global citizenship and cultural diversity, and ensuring cultural contribution for sustainable development.	75%-100%
	Janavandana, Christian arts and crafts and cultural affairs Conducting Christian Carols programmes, making contribution for the Dharma Prabhashwara Christian Awards Ceremony, and Kala Bhushan Awards Ceremony and making financial provisions for various other arts and literature programmes .	Ensuring perfect, fair and qualitative education and providing opportunities for all to study during their life time	Enriching all, who are in education, with knowledge and skills for promoting sustainable development by 2030, Contributing to the above by way of promoting education on sustainable development, sustainable life styles, human rights, promoting a peaceful culture devoid of violation, evaluation global citizenship and cultural diversity, and ensuring cultural contribution for sustainable development.	75%-100%

04-1508	Holding feasts at Churches declared under Pilgrimages Ordinance	Arranging towns and settlements as perfect, secured and sustainable living spaces	Strengthening the efforts made to protect and preserve the world cultural and natural heritages	75% - 100%
05-1508	Religious and Daham School Activities	Ensuring perfect, fair and qualitative education and providing opportunities for all to study during their life time	Enriching all, who are in education, with knowledge and skills for promoting sustainable development by 2030, Contributing to the above by way of promoting education on sustainable development, sustainable life styles, human rights, promoting a peaceful culture devoid of violation, evaluation global citizenship and cultural diversity, and ensuring cultural contribution for sustainable development.	75% - 100%
17-1501	Providing facilities to Daham School Teachers	Ensuring perfect, fair and qualitative education and providing opportunities for all to study during their life time	Enriching all, who are in education, with knowledge and skills for promoting sustainable development by 2030, Contributing to the above by way of promoting education on sustainable development, sustainable life styles, human rights, promoting a peaceful culture devoid of violation, evaluation global citizenship and cultural diversity, and ensuring cultural contribution for sustainable development.	75%-100%
11-2205	Enhancement of facilities required by the pilgrims who visit churches declared under Pilgrimages Ordinance	Arranging towns and settlements as perfect, secured and sustainable living spaces	Strengthening the efforts made to protect and preserve the world cultural and natural heritages	75%-100%

14-2205	Development of religious placed which are important in archaeological aspects		Protection of Christian heritages such as churches and religious places with ancient values for the benefit of future generations	75%-100%
18-2205	Constructions and rehabilitation of Churches , development of infrastructure facilities	Arranging towns and settlements as perfect, secured and sustainable living spaces	Strengthening the efforts made to protect and preserve the world cultural and natural heritages	75%-100%

It has become impossible to identify specifically the sustainable development goals as the most of the tasks performed by the Department could not be measured in quantitative terms. However, Department could achieve the identified sustainable objectives as per vision and mission to a greater extent. Since there were no provisions for all programmes, Department has taken every possible action to achieve the targeted performance by way of finding provisions by the Department itself for several programmes, which have been organized.

Chapter 06

Human Resources Profile

6.1. Cadre Management

	Approved Cadre	Existing Cadre	Vacant (In excess)
Senior	03	02	01
Tertiary	01	01	00
Secondary	50	46	04
Primary	06	04	02

6.2. Human Resources Management

Only the post of Assistant Director out of the posts of Director, Assistant Director and Accountant of the Department has fallen vacant. In the provinces, where Development Officers are not available, action has been taken to cover the activities pertaining to organization of competitions and programmes engaging other officers of the Department. Accordingly, existing human resources of the Department have been utilized at the maximum level in the meantime motivating them.

6.3. Human Resource Development

Serial No	Date of the voucher	Training programme	Name of the payer	Expenditure (Rs)
1	12/20/2024	Training workshop conducted by SDFL institute for 10 officers of the Department	Skill Development Fund	70,000.00
2	14/03/2024	Training workshop conducted by SDFL institute for 02 officers of the Department	Skill Development Fund	42,000.00

Chapter 07

Report of Compliance

Serial No	Requirement which should be made applicable	Situation (Complied/Not complied)	Brief clarification, if not complied	Accurate measures and decisions proposed to avoid such situations in future
1.	**Following financial statements/ Accounts have been submitted on due date**			
1.1.	Annual Financial Statements	Complied		
1.2.	Advance B account of public officers	Complied		
1.3.	Business and production advance account (Commercial advance account)	Not relevant		
1.4.	Stores advance account	Not relevant		
1.5.	Special advance account	Not relevant		
1.6.	Other	Not relevant		
2.	**Maintenance of books, registers and documents (F.R. 445)**			
2.1.	Maintaining fixed assets register with necessary updating as per Public Administration Circular no. 267/2018	Complied		
2.2.	Maintaining personal emolument documents /personal wages cards with necessary updating	Complied		
2.3.	Maintaining audit queries register with necessary updating	Complied		
2.4.	Maintaining internal audit report register with necessary updating	Complied		
2.5.	Preparation and Submission of all monthly accounts summaries (CIGAS)on due date	Complied		
2.6.	Maintaining cheque and money register with necessary updating	Complied		
2.7.	Maintaining inventory with necessary updating	Complied		
2.8.	Maintaining stock register with necessary updating	Complied		
2.9.	Maintaining losses and damages register with necessary updating	Complied		

2.10.	Maintaining liability register with necessary updating	Complied		
2.11.	Maintaining counter foils register with necessary updating (GAN20)	Complied		
3.	**Delegation of tasks for financial control (F.R. 135)**	Complied		
3.1.	Delegation of financial authority within the institute	Complied		
3.2.	Making awareness on the delegation of financial authority within the institute	Complied		
3.3.	Delegation of authority in order to approve every transaction by two or more officers	Complied		
3.4.	Taking action subject to the control of the Accountant when using government salary software as per Public Accounts Circular No. 171/2004 dated 11.05.201	Complied		
4.	**Preparation of annual plans**			
4.1	Preparation of annual action plan	Complied		
4.2	Preparation of annual procurement plan	Complied		
4.3	Preparation of annual internal audit plan	Complied		
4.4	Preparation of annual estimate and submission of the same to the Department of National Budget on due date (NBD)	Complied		
4.5	Submission of the annual cash flow statement to the Department of Treasury Operations on due date	Complied		
5.	**Audit Queries**			
5.1.	Making answers for all audit queries on the date prescribed by the Auditor General	Complied		
6.	**Internal Audit**			
6.1	Preparation of the annual internal audit plan after discussing with Auditor General at the beginning of the year as per F.R. 134 (2) DMA/1-2019	Complied		
6.2	Making answers for all internal audit report within a period of one month	Complied		
6.3	Submission of the copies of all internal audit reports to the Department of Management Audit as per sub section 40(4) of the National Audit Act No. 19 of 2018	Complied		

6.4	Submission of the copies of all internal audit reports to the Auditor General as per Financial Regulations 134 (3)	Complied		
7.	**Audit and Management Committees**			
7.1	Conducting at least 4 meetings of the Audit and Management Committee during the year under review as per DMA Circular 1-2019.	Complied		
8.	**Management of assets**			
8.1	Submission of the particulars of the purchase and disposal of assets to the Comptroller Generals' Office as per chapter 07 of the Assets Management Circular No. 01/2017	Complied		
8.2	Appointment of a suitable coordinating officer for the coordination of the implementation of the provisions of circular as per chapter 13 of the same and reporting these particulars to the Comptroller Generals' Office	Complied		
8.3	Submission of the relevant reports to the Auditor General on due date conducting board of surveys as per the provisions of Public Finance Circular No. 05/2016	Complied		
8.4	Applying recommendations on the deficits and excesses revealed at the annual board of survey within the period prescribed in the circular	Complied		
8.5	Disposal of unserviceable items as per F. R. 772	Complied		
9	**Management of vehicles**			
9.1	Preparation of daily running charts and monthly summaries for pool vehicles and submitting them to the Auditor General on due date.	Complied		
9.2	Disposal of vehicles less than six months from the date they become unserviceable	Complied		
9.3	Maintaining log books of the vehicles with necessary updating	Complied		
9.4	Taking action on every vehicle accident as per F.R. 103,104, 109 and 110	Complied		
9.5	Re checking of the fuel consumption of vehicles as per the provisions indicated in para 3.1. of Public Administration Circular No. 2016/30 dated 29.12.2016.	Complied		

9.6	Getting the fully ownership transferred at the end of the lease period	Complied	.	
10	**Management of bank accounts**			
10.1	Preparation of bank reconciliation statements on due date and submission them for auditing	Complied		
10.2	Settling inactive bank accounts, which were brought forward either from the year under review or previous years	Complied		
10.3	Taking action as per financial regulations on balances which were revealed by bank reconciliation statements and has to be adjusted and settling such balances within a period of one month	Complied		
11	**Utilization of provisions**			
11.1	Making expenses from provisions provided so as not to exceed the limits	Complied		
11.2	Making liabilities so as not to exceed the limits of future provisions at the end of the year after utilizing the provision provided in terms of F.R. 94 (1)	Complied		
12	**Advance B account of public officers**			
12.1	To comply with limits	Complied		
12.2	Making a time analysis on loans in arrears.	Complied		
12.3	Settling the loans balances in arrears for more than a year.	Complied		
13	**General deposit account**			
13.1	Taking action on the deposits of which the period has expired, as per F.R. 571	Complied		
13.2	Maintaining the control account for general deposits with necessary updating	Complied		
14	**Imprest account**			
14.1	Remitting the balance of the cash register at the end of the year to the Department of Treasury Operations	Complied		

14.2	Settling ad hoc interim imprests issued as per F.R. 371 within a month after conclusion of the works	Complied		
14.3	Issuance of ad hoc interim imprest so as not to exceed approved limit as per F.R. 371	Complied		
14.4	Reconciling the balance of the imprest account with the books at General Treasury	Complied		
15	**Revenue Account**			
15.1	Making re payments from the income collected in compliance with relevant regulations	Complied		
15.2	Crediting the collected income directly to the income without crediting to deposit account	Complied		
15.3	Submission of the report on income in arrears to the Auditor General as per F.R. 176	Not relevant		
16	**Human Resources Management**			
16.1	Maintaining the staff within the approved limit	Complied		
16.2	Issuance of duty lists in writing to all the members of the staff	Complied		
16.3	Submission of all the reports to the Department of Management Services as per MSD Circular No. 04/2017 dated 20.09.2017	Complied		
17	**Provision of information to the General Public**			
17.1	Maintaining an information register with necessary updating with the appointment of an Information Officer as per Right To Information Act and other regulations	Complied		
17.2	Information on the institution is available in the website and facilities have made for general public to communicate their commendations / allegations through website or other alternative media	Complied		
17.3	Submission of reports once or twice per year as per section 08 and 10 of the Right To Information Act.	Complied		

18	**Implementing Citizen Charter**			
18.1	Making and implementing a citizen/ client charter as per Public Administration and Management Ministry Circular No. 05/2008 and 05/2008 (1)	Complied		
18.2	Making a methodology by the institute for the supervision and evaluation of the preparation and implementation of citizen/ client charter as per para 2.3. of the said circular	Complied		
19	**Formulation of a human resource plan**			
19.1	Preparation of a human resources plan based on the specimen in annex 02 of Public Administration Circular No. 02/2018 dated 24.01.2018	Complied		
19.2	Ensuring in the above mentioned human resources plan training opportunities not less than 12 hours per year for each member of the staff	Complied		
19.3	Signing annual performance agreements with the whole staff based on the specimen in annex 01 of the above mentioned circular	Complied		
19.4	Appointment of an officer entrusting responsibilities for the preparation of a human resource plan as per para 6.5 of the above mentioned circular, development of capacity building programmes and implementation of skill development programmes	Complied		
20	**Making responses to audit paras**			
20.1	Rectification of defects pointed out by the audit paras issued by the Auditor General for previous year.	Complied		