



Performance Report 2024

District Secretariat - Galle

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Performance Report - 2024

District Secretariat - Galle

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Chapter 01 – Institutional Profile/ Executive Summary

1.1 Introduction

District Secretariat, Galle conducts the rural and divisional administrative activities of the district by coordinating the population of 1,138,689 people distributed within 895 Grama Niladhari Divisions which are being functioned under 22 Divisional Secretariats in the District of Galle.

A 29.4% population lives by agricultural sector whereas 26.6% is employed in industrial sector and 44% is engaged in the service sector out of the total population. The significant function of this institute is to find solutions to different economic, social and cultural problems that these people are faced with and to facilitate them with necessary infrastructure facilities in order to fulfill their production activities.

This institute is located in a seven storied building close to the main bus stand and the main railway station that makes a sophisticated environment which enables people to access easily. A staff consisted of 247 public officers are being rendered an effective service to the General Public by deploying modern technology. In addition, this institute has been able to provide an excellent service to the General Public under one roof as many linear ministries and institutions belonged to the provincial public service have also been established within the District Secretariat Building Premises.

Twenty six Government Agents/District Secretaries have been served in District Secretariat Galle since 1948 up to this this date. Mr. W.A. Dharmasiri is the officer who has been serving as the District Secretary/Government Agent of the District of Galle at present.



Location and Topography

Administrative District, Galle which is bounded on the north by Kalutara and Ratnapura districts, on the east by Matara district and on the North and West by Indian Ocean is extended within an area of 1652 square kilo meters. It includes 73km lengthy coastal belt from Bentota to Goviyapana.

When considered the topography of Galle District, its terrain is mostly low, flat to rolling plain with mountains in the central interior. Hiniduma Mountain, Kabaragala Mountain, Kondagala Mountain, Thibbotuwawa Mountain, Kekirihena Mountain, Wadiyahena Mountain, Balagala Mountain are very significant among them. The land-mass of Galle District is enriched with natural resources created with the quartzite belongs to Precambrian Era whereas red yellow podzolic is noteworthy amongst the others. The moonstone mines are also existed in the Meetiyagoda area within the Divisional Secretariat Division, Ambalangoda. Further, marshes along with mangrove plants, coral reefs have also enriched the ecosystems of the coastal zone of the district. Coral reefs in Hikkaduwa which is a great creation of the nature is very much popular not only among of Sri Lankans but also the tourists around the world. It is a great tourist destination and assists for the development process of the Country.

Rainfall in Galle District basically depends on the tropical monsoon rain which falls on May to September and in addition, convectional and expressional rain account for a major share of the annual rainfall. The mean annual rainfall in Galle District is 255.80 mm whereas the general temperature has approximately been 28.12

C⁰. The main river named as “Gin Ganga” flows from the Sinharaja Forest to Gintota whereby ultimately reaches the sea. In addition water resources such as: Madu Ganga, Benthara River, and Koggala Oya are the small scale rivers that existed in this area. The high temperature and the heavy rainfall pattern have led to create evergreen healthy forests with natural values. A part of the Sinharaja forest which has been considered as a tropical rain forest and included in to the world heritage list is also belonged to the administrative district Galle.

Similarly, Rumassala Mountain which provides historical evidences for the Rama Ravana Era, and Galle Fort cum Galle rampart that signifies the colonial period of Sri Lanka and sacred places such as Seenigama which is dedicated for the God of Devol together with sacred temples namely: Yatagala and Paragoda, have been pilgrimaged throughout the history as noteworthy Buddhist sites established in Galle District.

Galle District has already occupied a considerable contribution to the national income of Sri Lanka. Agricultural crops such as paddy tea, rubber, coconuts and cinnamon are significant accordingly in this perspective. Coastal areas such as Bentota, Hikkaduwa, Koggala and Unawatuna have been the attractive tourist destinations while Ambalangoda is well reckoned for its puppets and masks productions. The Free Trade Zone, Koggala is also established at the South Corner of the Galle District within 10 km away and subsequently a huge number of youth have already been employed at this export industrial zone in Galle District.

Several basic indicators relevant to Galle District are as follows:-

Literacy (2024)	93.9%
Male	94.2%
Female	93.6%
Poverty Index (2024)	13.0%
Computer Literacy (2024)	39.6%
Internet Browsing)) Age in between– .(5-69) (2024)	51.2%
E-mail utilization) Age in between. (5-69) (2024)	18.6%

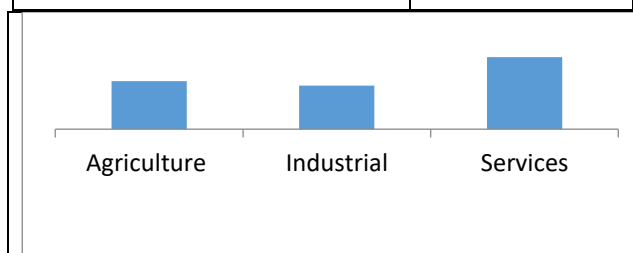
Source - Department of Census and Statistics

Livelihood

Description	2021	2022	2023
Labour Force Participation Ratio			
Total	49.0	50.5	49.4
Male	69.1	67.6	67.6
Female	32.0	35.7	33.3
Employment Ratio			
Employed	93.0	93.8	94.3
Unemployed	7.0	6.2	5.7
Unemployment Ratio			
Male	5.0	4.6	6.2
Female	10.8	7.4	4.4

Employment - 2024

Sector	Percentage %
Agriculture	29.4
Industrial	26.6
Service	44.0



Land Usage Pattern (2024)

Description	Extent (Km ² .)	Percentage %
Total land mass	162,860	98.6
Inland water bodies	2,340	1.4
Total extent of land	165,200	100.0
Total extent of irrigated land	127,162	76.9
Total extent of non- irrigated land	15,116	9.1
Total extent of forests	20,582	12.5
Total extent of land	165,200	100.0

Source:- Department of Census and Statistics and District Land Use Planning Office.

Dry Farming 2024

Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)
Tea	35,600.2	Coffee	33.6	Betel	157.7	Lemon	210.6
Rubber	6,458.7	Pepper	1,266.7	Arecanut	735.2	Jack	1,256.5
Coconut	2,941.2	Cashew	17.1	Mango	912.6	Plantain	1,528.4
Cinnamon	14,112.4	Clove	10.4	Orange	225.1	Pawpaw	368.3

Source:- Department of Census and Statistics

The aforementioned sectors contribute to the national income of Sri Lankan economy and crops such as tea, rubber, coconut and cinnamon plays a major role in the Agriculture Sector. In addition, traditional rush mats, traditional Beeralu lace making (bobbin lace) making, wooden carvings, traditional mask Industry together with puppets productions have been very famous amongst traditional industries within the district.

The Colombo-Matara Southern Express way has been affected to increase the contribution made by the Galle District over the entire national economic development of the country. In addition, this has also been a back force with regard to the proper function of Tourist Industry and harbour related functions.

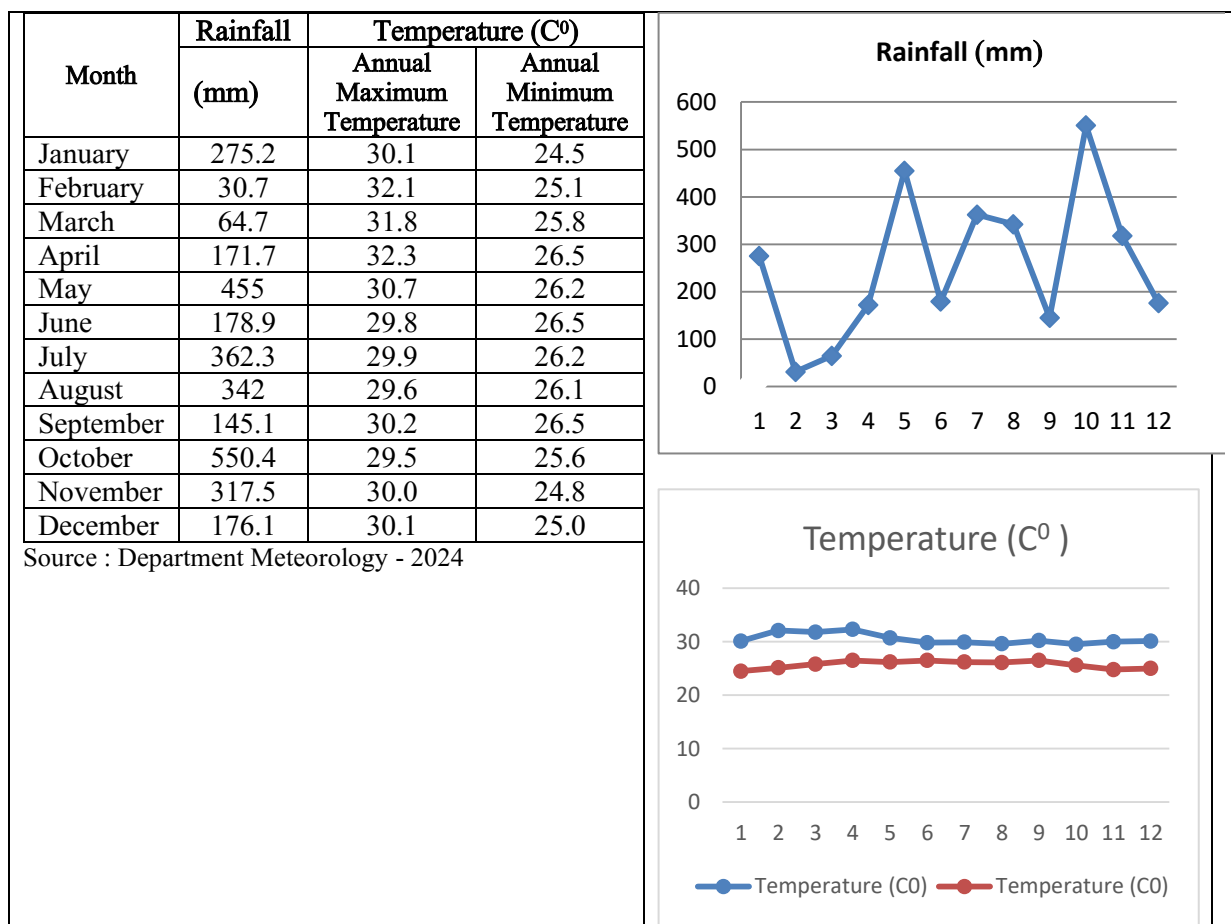
Population Data

The population of Galle district in the year 2024 is 1,138,689 whilst male population is 546,037 and female population is 592,652.

Divisional Secretariat Division	Male	Female	Total	Extent (km ²)	Population Density (Per 1 km ²)
Bentota	25,791	27,726	53,517	74.0	728
Balapitiya	34,243	37,967	72,210	55.0	1322
Karandeniya	32,313	34,614	66,927	88.0	766
Elpitiya	33,270	36,043	69,313	150.0	465
Niyagama	18,503	19,591	38,094	109.0	352
Thawalama	17,088	17,832	34,920	178.0	198
Neluwa	15,414	15,256	30,670	155.0	199
Nagoda	27,774	29,870	57,644	179.0	324
Baddegama	24,583	26,880	51,463	66.0	785
Wanduramba	13,708	15,153	28,861	45.0	646
Welivitiya-Divithura	14,979	16,447	31,426	60.0	527
Ambalangoda	29,237	31,761	60,998	52.0	1181
Gonapinuwala	10,988	12,309	23,297	27.0	869
Madampagama	17,599	18,741	36,340	24.0	1524
Hikkaduwa	13,836	15,158	28,994	13.0	2245
Rathgama	21,150	22,648	43,798	28.0	1575
Four Gravets	52,254	56,705	108,959	24.0	4571
Bope-Poddala	25,554	28,344	53,898	30.0	1809
Akmeemana	39,521	43,766	83,287	65.0	1290
Yakkalamulla	23,744	25,458	49,202	110.0	450
Imaduwa	22,798	25,263	48,061	67.0	722
Habaraduwa	31,690	35,120	66,810	53.0	1269
Total	546,037	592,652	1,138,689	1652.0	694

Source: - Department of Census and Statistics

Temperature & Rainfall Pattern



Basic Statistical Data of the District – 2024

Province

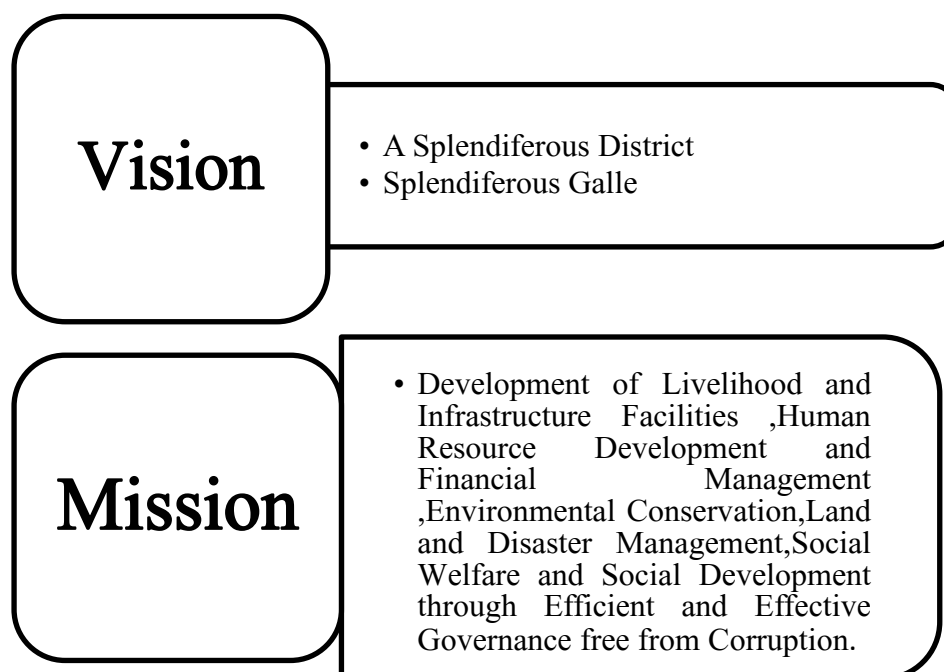
Total Extent of Land
 Number of Divisional Secretariats
 Number of Grama Niladhari Divisions
 Number of Villages
 Total Number of Voters *
 Number of Polling Districts Single *
 Multiple
 Number of Municipal Councils *
 Number of Urban Councils *
 Number of Pradeshiya Sabha *
 Number of Zonal Education Offices*
 Number of Schools *
 Number of Teachers
 Number of Members of Parliament
 Total estimated population in the year 2024

Southern Province

1,652 km²
 22
 895
 2,423
 898,653
 270
 02
 01
 02
 17
 04
 427
 11,409
 10
 1,139,000

*Information of the year 2024

1.2 Vision, Mission and Objectives of the Institution



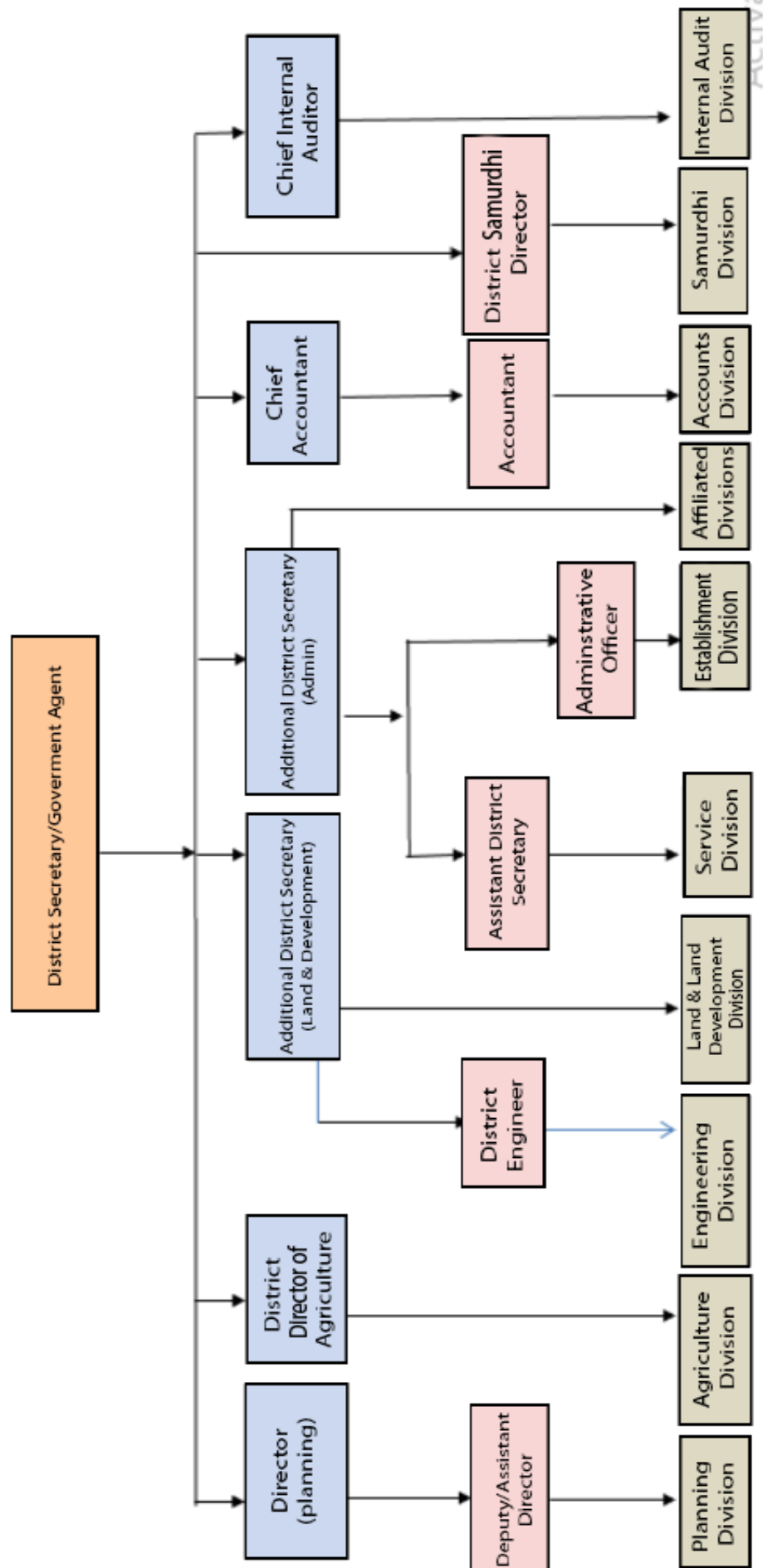
Objectives

- ✓ Enactment of Public Administrative Mechanism up to the Grama Niladhari Divisional levels through the Divisional Secretariats by measuring actions as District Agent Institute of the Central Government.
- ✓ Granting economical livelihood and infrastructure facilities, development benefits within the District in sustainable manner for the General Public by measuring actions as a coordinated hub in regard to the preparation of combined development plans and as the Main Coordinating Institute on supervision process for the various development programs which are being implemented within the district by the Statutory Boards representing central Government and Provincial Councils and Non- Governmental Organizations.
- ✓ Preparation of the Action Plans in order to supply a service after transmitting rapid actions up to the rural level through the Divisional Secretariats upon the economic, social and cultural benefits which are being granted to the General Public under the District by the Government and Non-Governmental Institutions.
- ✓ Updating maintenance of a database by collecting data under the perspectives of economic, social and cultural in respect of the rural and divisional level in order to originate permanent an affirm development process within the district.
- ✓ Collecting revenues, accounting, and remitting to the General Treasury over the entitle revenues by the various Government Institutions, Departments and corporations on behalf of their organizations within the district on the supplication of services to the General Public via District Secretariat and Divisional Secretariats.
- ✓ Re-establishment of the life conditions of the General Public at the extensive natural disasters recognized as flood, cyclone, drought and Tsunami conditions.

1.3 Key Functions

- ✓ Regulating and monitoring the administrative activities over the 22 Divisional Secretariats and 895 Grama Niladhari Divisions within the district.
- ✓ Coordinating the Central Government Ministries, Departments as the district representative by fulfilling the objectives, visions and activities over the said institutions.
- ✓ Conducting the District Coordinating Committee and planning, organizing, implementing and supervising the overall development activities in the district.
- ✓ Collecting revenue of various Ministries and Departments, on behalf of the Revenue Accounting Officer of those institutions and accounting and remitting the same to the General Treasury and intimate to the respective Revenue Accounting Officer.
- ✓ Acting as the Institute which represents the district in organizing national level and district level cultural, religious, and other state functions.
- ✓ Acting as a representative of the Election Commission in respect of every election process.
- ✓ Coordinating activities over the services such as Registration of the Deeds, Register of Births, Register of Death and Marriages and issuance of the copies of the relevant particulars within the limitations of the district.
- ✓ Re-establishment of the livelihood and making stable thereof by taking necessary actions such as organizing, implementing, supervising, and feed backing in respect of the Disaster Management Activities as the exclusive Government Representative at the extensive natural disasters such as drought, flood, cyclones and sea erosions and tsunami.
- ✓ Paying pension payments and coordinating the pension activities of the district.
- ✓ Coordinating as an efficient responsive institute on public complaints over their grievances or difficulties.
- ✓ Confirmation of possession of an allotment of land on behalf of landless citizens living in the district and taking measures to develop state lands and coordinating the relevant activities.

1.4 Organization Chart



1.5 Main Divisions

- Establishments Division
- Service Division
- Land Development Division
- Financial Division
- Planning Division
- Engineering Division
- Internal Audit Division

Divisional Secretariats under the purview of the District Secretariat

1. Divisional Secretariat - Galle Four Gravets
2. Divisional Secretariat - Thawalama
3. Divisional Secretariat - Niyagama
4. Divisional Secretariat - Ambalangoda
5. Divisional Secretariat - Karandeniya
6. Divisional Secretariat - Elpitiya
7. Divisional Secretariat - Neluwa
8. Divisional Secretariat - Nagoda
9. Divisional Secretariat - Balapitiya
10. Divisional Secretariat - Hikkaduwa
11. Divisional Secretariat - Akmeemana
12. Divisional Secretariat - Bentota
13. Divisional Secretariat - Habaraduwa
14. Divisional Secretariat - Baddegama
15. Divisional Secretariat - Yakkalamulla
16. Divisional Secretariat - Bope Poddala
17. Divisional Secretariat - Welivitiya Divithura
18. Divisional Secretariat - Imaduwa
19. Divisional Secretariat - Gonapinuwala
20. Divisional Secretariat - Rathgama
21. Divisional Secretariat - Madampagama
22. Divisional Secretariat - Wanduramba

Chapter 2 - Progress and Future Outlook

Galle district is the most populated district in the Southern Province. 5.17% of population out of the total population of Sri Lanka i. e the population of 1,138,689 people distributed within 895 Grama Niladhari Divisions which are being functioned under 22 Divisional Secretariats in the District of Galle and the District Secretariat Galle steers the rural and divisional administrative activities of the district. In the year 2024, the administrative functions of the district are carried out by 3,827 public officers who served under the District Secretariat and 22 Divisional Secretariats.

In the year 2024, an amount of Rs.4, 314 million has been allocated on behalf of the District Secretariat, Galle as budget estimated allocations under expenditure head 261. Rs. 3,703 million has been utilized out of the total allocations during the year. The percentage of the utilization of recurrent expenditure is 86% .The allocation given by 46 other Line Ministries and Departments is Rs.4,204 million and it is highly commendable to be able to increase the utilization of this provision up to 99.99% with the help of all the officers of the District Secretariat, Divisional Secretariats and the institutions which provide essential technical support services.

It is also noteworthy that special projects carried out under various ministries were successfully completed in the year 2024.

Ministry by which provisions were allocated	Number of completed projects	Progress
Ministry of Urban Development and Housing (Mountain Decade Development Program)	569	100%
Presidential Secretariat (Decentralized Development Program)	1576	100%
Presidential Secretariat (Decentralized Special Project Development Program)	299	100%
Ministry of Industries and Entrepreneur Development (Ceylon Plaza and Museum Building at Unawatuna, Galle)	01	90%
Ministry of Industries and Entrepreneur Development (Construction of the entrance gate , name board and watch hut of the Karandeniya Industrial Estate)	01	100%
Ministry of Education (Program to Strengthen Piriven Education)	15	100%
Ministry of Defense (Disaster Mitigation Projects)	03	100%
Ministry of Youth Affairs and Sports (Playground development and construction of side wickets)	21	62.8%

The "Senehasa" social welfare program implemented by the District Secretariat Galle to provide assistance to the people facing severe economic difficulties amidst local and global socio-economic crises is currently in progress. During the year 2024, activities such as provision of dry rations, school equipment, livelihood development programs, etc. (amounting to Rs. 155 million) have been carried out to aid low-income families with the assistance of non-governmental organizations.

Furthermore, efforts have been made to support small and medium-scale entrepreneurs in the district through the implementation of the "Galu Disa Prawardha Program." Simultaneously, steps have been taken to establish divisional and district entrepreneurs' councils and the

'Night Galle Fair' with the aim of enhancing the market for entrepreneurs and an annual award ceremony known as the "Galu Disa Prawardha Annual Award Ceremony" to evaluate the performance of rural and divisional level officers within the district in the year 2024 as well.

Furthermore, the necessary arrangements were made to successfully conduct the Presidential Election 2024, the Elpitiya Pradeshiya Sabha Election and the Parliamentary General Election. In addition to that, Rs. 5.57 million rupees have been spent in the year 2024 for the capacity development of officers in the District Secretariat and the Divisional Secretariats. With the objective of improving the physical and mental wellbeing of the officers, several programs were organized such as Pirith Chanting Ceremony, Annual Trip, physical wellness programs, tree planting programmes, Kachcheri Night show.

It has been planned to continue current programmes in the year 2025, such as ,ensuring food security and nutrition , establishing a multi-sectorial joint mechanism to empower rural economic revitalization centers to develop livelihoods and further ,it has been planned to implement a multi-sectorial integrated mechanism under the fields of plantations and agriculture, tourism industries and services, fisheries and animal production, and financial management for the sustainable economic development of the Galle District, and the programs proposed by the government such as Decentralized Development Program, Integrated Rural Development Program, Minor Irrigation Rehabilitation, Rapid Road Development Program, and the 'Clean Sri Lanka' Program.

I wish to make Galle splendiferous by maximizing the use of existing resources and adapt to the existing conditions by guiding the staff in this year and the years ahead to achieve the goals of the institute as well as the goals of the entire government in accordance with government policies.



W.A. Dharmasiri
District Secretary/ Government Agent
Galle

W.A. Dharmasiri,
District Secretary/ Government Agent,
Administrative District, Galle.

Chapter 3 – Overall Financial Performance for the Year ended 31st December 2024

3.1. Statement of Financial Performance

ACA -F

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

Revised Budget Allocations 2024 Rs.	Note	Actual	
		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	7,582,645,930	4,823,542,285
-	Unsettled Imprest Balance		115,536
-	Deposits	983,925,635	297,121,955
-	Advance Accounts	150,968,481	98,628,763
-	Other Main Ledger Receipts	-	-
-	Total Non Revenue Receipts (B)	8,717,540,046	5,219,408,539
	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)	8,717,540,046	5,219,408,539
	Remittance to the Treasury (D)	108,130,500	115,536
	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)	8,609,409,546	5,219,293,003
	Less: Expenditure		
-	Recurrent Expenditure		
	Wages, Salaries & Other Employment		
2,777,940,000	Benefits	5	2,743,741,903
336,176,000	Other Goods & Services	6	283,374,811
579,783,738	Subsidies, Grants and Transfers	7	576,644,686
-	Interest Payments	8	-
-	Other Recurrent Expenditure	9	-
3,693,899,738	Total Recurrent Expenditure (F)	3,603,761,400	1,971,446,143
	Capital Expenditure		
	Rehabilitation & Improvement of Capital		
74,000,000	Assets	10	54,493,953
540,000,000	Acquisition of Capital Assets	11	39,240,001
-	Capital Transfers	12	-
-	Acquisition of Financial Assets	13	-
6,000,000	Capacity Building	14	5,571,660
	Other Capital Expenditure	15	11,969,611
620,000,000	Total Capital Expenditure (G)	99,305,614	47,211,314
	Deposit Payments	1,003,009,633	354,810,515
	Advance Payments	277,082,502	99,559,064
	Other Main Ledger Payments	-	-
	Total Main Ledger Expenditure (H)	1,280,092,135	454,369,579
	Total Expenditure I = (F+G+H)	4,983,159,149	2,473,027,036
	Balance as at 31st December J = (E-I)	3,626,250,397	2,746,265,967
	Balance as per the Imprest Adjustment Statement	3,626,250,397	2,746,265,967
	Imprest Balance as at 31st December	-	-
		3,626,250,397	2,746,265,967

3.2. Statement of Financial Position

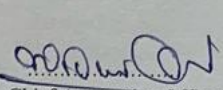
ACA-P

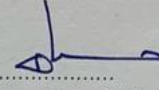
Statement of Financial Position As at 31st December 2024

	Note	2024 Rs	Actual 2023 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	4,677,570,803	4,563,387,212
Financial Assets			
Advance Accounts	ACA-5/5(a)	714,376,172	588,262,151
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		5,391,946,975	5,151,649,363
Net Assets / Equity			
Net Worth to Treasury		35,592,170	(109,605,849)
Property, Plant & Equipment Reserve		4,677,570,803	4,563,387,212
Rent and Work Advance Reserve	ACA-5(b)	335,089,281	335,089,281
Current Liabilities			
Deposits Accounts	ACA-4	343,694,721	362,778,719
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		5,391,946,975	5,151,649,363

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 01 to 42 and Annexures to accounts presented in pages from 43 to 60 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
S.Alokabandara
Secretary,
Administration, Provincial Councils and
Local Government
Date: 18.02.2025


Accounting Officer
W.A.Dharmasiri
District Secretary,
Administrative District -
Galle
Date: 18.02.2025


Chief Accountant
D.S.Ranasinghe
District Secretariat
Office -Galle
Date: 18.02.2025

S. Alokabandara
Secretary
Ministry of Public Administration,
Provincial Councils and Local Government

W.A.Dharmasiri
District Secretary/Government Agent
Galle

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

3.3. Statement of Cash Flows

ACA-C

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

	Actual	
	2024 Rs.	2023 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	429,403,276	281,982,985
Imprest Received	7,582,645,930	4,823,542,285
Recoveries from Advance	156,594,712	150,545,666
Deposit Received	983,925,635	297,121,955
Total Cash generated from Operations (A)	9,152,569,553	5,553,192,891
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	3,434,073,750	3,236,462,465
Subsidies & Transfer Payments	2,759,642,733	1,507,005,341
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	108,130,500	115,536
Advance Payments	157,268,931	162,835,342
Deposit Payments	1,003,009,633	354,810,515
Total Cash disbursed for Operations (B)	7,462,125,547	5,261,229,199
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	1,690,444,006	291,963,692
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	323,880	397,620
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	323,880	397,620
<u>Less - Cash disbursed for:</u>		
Purchase or contruction of physical Assets & Acquisition of other Investment	1,690,767,886	292,476,848
Total Cash disbursed for Investing Activities (E)	1,690,767,886	292,476,848
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(1,690,444,006)	(292,079,228)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	-	(115,536)
<u>Cash Flows from Fianacing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>		
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)	-	(115,536)
Opening Cash Balance as at 01st January		115,536
Closing Cash Balance as at 31st December	-	-

3.4. Notes to Financial Statements

ACA-2(ii)

Statement of Expenditure for the period ended 31st December 2024

Expenditure Head No : 261

District Secretariat :Galle

Expenditure Code	Note	Provisions				Expenditure		Net Effect		Reasons for the Variance
		Annual Budgetary Provision	Supplementary Estimate Provision	FR 66/69 Transfers	Total Net Provision	Expenditure as per the Cash Book	Expenditure incurred by Other Ministry/Dept. Under the FR. 208 (As per the Treasury Printouts)	Savings / Excess	Savings / Excess as a % of Revised Estimate	
		(1)	(2)	(3) (-)/+	(4)=(1)+(2)+(3)	(5)	(6)	(8)=(4)-(7)	(9)=(8)/(4)*100	
Recurrent Expenditure										
<u>Programme (1)</u>										
1 - Operational Activities										
01-General Administration and Establishment services-District Secretariat										
OBJECT CODE WISE CLASSIFICATION OF WAGES, SALARIES & OTHER EMPLOYMENT BENEFITS	5									
Personal Emoluments										
1001 Salaries & Wages	11	586,000,000			586,000,000	572,085,751		13,914,249	2	Casual savings
1002 Overtime & Holiday Payments	11	8,200,000			8,200,000	7,390,850		809,150	10	Expenditure control and use of administrative expenditure in accordance with NBD 01/2024.
1003 Other Allowances	11	281,000,000	86,190,000		367,190,000	353,509,918	4,077,010	9,603,072	3	Casual savings
OBJECT CODE WISE CLASSIFICATION OF OTHER GOODS & SERVICES	6									
Travelling Expenditure										
1101 Domestic	11	5,500,000			5,500,000	3,192,220		2,307,780	42	Expenditure control and use of administrative expenses in accordance with National Budget Circular-01/2024.
Total (a)		5,500,000	-	-	5,500,000	3,192,220	-	2,307,780		
Supplies										
1201 Stationery & Office Requisites	11	7,300,000			7,300,000	7,088,081		211,919	3	Casual savings
1202 Fuel	11	12,800,000	-	-	12,800,000	7,054,828	-	5,745,172	1	Casual savings
002 Fuel Allowance		5,100,000			5,100,000	5,058,168		41,832	70	According to the NBD circular 01/2024,expenditure control and fuel price reduction.
009 Fuel for Pool Vehicles		6,100,000			6,100,000	1,850,421		4,249,579	91	According to the NBD circular 01/2024,expenditure control and fuel price reduction.
010 Fuel for Other Purpose		1,600,000			1,600,000	146,239		1,453,761		
1203 Diets & Uniforms	11	100,000	-	-	100,000	64,000	-	36,000	36	Receipt of allocation in excess of the amount requested by the annual estimate.
002 Uniforms		100,000			100,000	64,000		36,000		
Total (b)		20,200,000	-	-	20,200,000	14,206,909	-	5,993,091		

[illegible]

Capital Expenditure									
Programme (1)									
1 - Operational Activities									
01-General Administration and Establishment services-District Secretariat									
OBJECT CODE WISE CLASSIFICATION OF PUBLIC INVESTMENT									
Rehabilitation & Improvements of Capital									
Assets									
10									
2001 Buildings & Structures	11	36,500,000	-	-	36,500,000	36,173,106	326,894	1	Casual savings
2002 Plant, Machinery & Equipment	11	6,500,000	-	-	6,500,000	6,380,736	119,264	2	Casual savings
2003 Vehicles	11	31,000,000	-	-	31,000,000	11,940,111	19,059,889	61	Controlling expenditure according to NBD circular 01/2024 and carrying out only essential activities.
Total (a)		74,000,000	-	-	74,000,000	54,493,953	19,506,047		
Acquisition of Capital Assets									
11									
2102 Furniture & Office Equipment	11	19,000,000	-	-	19,000,000	18,450,185	549,815	3	Casual savings
2103 Plant, Machinery & Equipment	11	11,000,000	-	-	11,000,000	10,799,138	200,862	2	Casual savings
2104 Buildings & Structures	11	10,000,000	-	-	10,000,000	9,990,678	9,322		
Construction of an Auditorium for the Galle District Secretariat									
01-2104 Buildings & Structures	11	500,000,000	-	-	500,000,000		500,000,000	100	The Cabinet decision has been made to temporarily suspend this project and the project consultant has been asked to provide a final report on it, but it has not been received to date.
Total (b)		540,000,000			540,000,000	39,240,001	500,759,999		

Statement of Imprest Account for the year 2024

District Secretariat : Galle
Expenditure Head No. : 261

Imprest Account No.	Imprest Balance as at 1st January 2024			Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2024			Imprest Balance as at 31st December 2024 as per Entity Books	Imprest Balance as at 31st December 2024 as per Treasury Books	
	1			2			3			4			*5	6	
	Unsettled Sub Imprests	Unsettled Imprests (Excluding Unsettled Sub Imprests)	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total			
308/24	1(i)	1(ii)	1(iii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	-	3(i)	3(ii)	3(iii)=3(i)+3(ii)	4(i)	4(ii)	4(iii)=4(i)+4(ii)	5=1(iii)+2(ii)-3(iii)	-

1. Please show reasons for difference between 4 and 6 above.

(1) Remitted to the Treasury but not updated cash book balance as at 31/12/2024

(2) Other reasons-

State if these balances were settled as at the date of signing the report and if not, reason for not settling the balances.

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



.....
Chief Accountant
Date : 18.02.2025

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Statement of Deposit Accounts as at 31st December 2024

Expenditure Head No : 261

District Secretariat : Galle

Name of Deposit Accounts	Deposit Number	Balance as at 1st January 2024	Credited during the year	Debited during the year	Balance as at 31st December 2024	Rs.
						Balance as per Treasury Book as at 31st December 2024
Tender Deposits	6000-0-0-002-0-094-0	657,900	2,342,105	1,716,140	1,283,865	1,283,865
Deposits Temporary Retained Payable to Third Parties	6000-0-0-013-0-062-0	22,954,428	222,209,002	234,209,792	10,953,638	10,953,638
Retention Money for Construction	6000-0-0-016-0-045-0	213,575,953	118,315,175	216,902,055	114,989,073	114,989,073
Compensation	6000-0-0-017-0-015-0	125,590,438	641,059,353	550,181,646	216,468,145	216,468,145



 Chief Accountant
 District Secretariat
 Galle.

D. S. Ranasinghe
 Chief Accountant
 District Secretariat
 Galle.

Chief Accountant
 Date : 18.02.2025

Statement of Advance Accounts as at 31st December 2024

Expenditure Head No : 261

District Secretariat : Galle

Rs.

Name of Advance Account	Advance Account Number	Balance as at 1st January 2024 (1)	Maximum Limits of Expenditure Rs.140,000,000		Minimum Limits of Receipts Rs.99,000,000		Maximum Limits of Debit Balance Rs.320,000,000	Maximum Limits of Liabilities Rs.	Balance as per Treasury Books as at 31st December 2024
			Debits during the year		Credits during the year				
			(2)		(3)				
			In Cash	Through Cross Entries	In Cash	Through Cross Entries	Balance as 4=(1)+(2)-(3)		
(1) Advance to Public Officers	26101	253,172,870	139,993,469	137,089,033	135,373,343	15,595,138	379,286,891		



D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

.....
Chief Accountant
Date : 18.02.2025

Statement of Rent and Work Advance Accounts as at 31st December 2024

Expenditure Head No : 261

District Secretariat : Galle

Advance Number	Project Description	Paid Date	Voucher No.	Paid Amount (Rs.)	Balance as at 01.01.2024 (Rs.)	Recoveries During the Year 2024		Balance as at 31.12.2024 (Rs.)
						For Previous Year	For Current Year	
(1) Rent Advance Total (a)								
(2) Work Advance 9188-261-0-2-0-6-0	Construction of a auditorium for 2000 seats in Galle	27.04.2019	158	100,000,000	100,000,000	-	-	100,000,000
9188-261-0-2-0-7-0	Construction of a auditorium for 2000 seats in Galle	28.08.2019	173	30,000,000	30,000,000	-	-	30,000,000
9188-261-0-2-0-9-0	Construction of a auditorium for 2000 seats in Galle	04.11.2019	3	5,139,892	5,139,892	-	-	5,139,892
9188-261-0-2-0-10-0	Construction of a auditorium for 2000 seats in Galle	07.02.2020	8	62,907,171	62,907,171	-	-	62,907,171
9188-261-0-2-0-11-0	Construction of a auditorium for 2000 seats in Galle	03.03.2020	1	30,393,751	30,393,751	-	-	30,393,751
9188-261-0-2-0-12-0	Construction of a auditorium for 2000 seats in Galle	08.10.2020	15	106,648,467	106,648,467	-	-	106,648,467
Total (b)				335,089,281	335,089,281	-	-	335,089,281
Grand Total (a)+(b)				335,089,281	335,089,281	-	-	335,089,281



.....
Chief Accountant
Date : 18.02.2025

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Statement of Rent and Work Advance Reserve Accounts as at 31st December 2024

District Secretariat : Galle

Expenditure Head No : 261

Advance Number	Project Description	Balance as at 01.01.2024 (Rs.) (1)	During the Year 2024		Balance as at 31.12.2024 (Rs.) 4=1+3-(2)
			Recoveries (Dr.) (2)	Paid (Cr.) (3)	
(1) Rent Advance Total (a)					
(2) Work Advance					
9189-261-0-2-0-6-0	Construction of a auditorium for 2000 seats in Galle	100,000,000	-	-	100,000,000
9189-261-0-2-0-7-0	Construction of a auditorium for 2000 seats in Galle	30,000,000	-	-	30,000,000
9189-261-0-2-0-9-0	Construction of a auditorium for 2000 seats in Galle	5,139,892	-	-	5,139,892
9189-261-0-2-0-10-0	Construction of a auditorium for 2000 seats in Galle	62,907,171	-	-	62,907,171
9189-261-0-2-0-11-0	Construction of a auditorium for 2000 seats in Galle	30,393,751	-	-	30,393,751
9189-261-0-2-0-12-0	Construction of a auditorium for 2000 seats in Galle	106,648,467	-	-	106,648,467
Total (b)		335,089,281	-	-	335,089,281
Grand Total (a)+(b)		335,089,281	-	-	335,089,281



D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Chief Accountant

Date : 18.02.2025

**Land-9153:** 890,710,000.00**Table:** SA 82**Building- 9151:** 2,610,680,054.96**Year:** 2024**Machinery-9152:** 587,728,913.17**Rpt Date** 2/10/2025 8:39:58 AM**WIP-9160:** 588,451,835.16**Head** 261**Intangible-9154:** 0.00**Lease-9180:** 0.00

Ledger	category	Item	Code	Opn_Bal	Opn_Bal_Add	TransferIn	Purchase	Disposal	Balance
9151	1.1-Dwellings		61,111.00	106,779,608.10	0.00	0.00	0.00	0.00	106,779,608.10
		Garages	****6111102	3,519,537.64	0.00	0.00	0.00	0.00	3,519,537.64
		Quarters	****6111107	91,760,070.46	0.00	0.00	0.00	0.00	91,760,070.46
		Circuit Bunglows	****6111108	11,500,000.00	0.00	0.00	0.00	0.00	11,500,000.00
9151	1.2-Non Residential Building		61,112.00	2,423,243,701.03	79,044,000.00	0.00	7,100,230.98	10,085,462.50	2,499,302,469.50
		Office Building	****6111201	2,321,583,408.16	46,126,000.00	0.00	7,100,230.98	10,085,462.50	2,364,724,176.60
		Schools	****6111202	3,680,000.00	32,918,000.00	0.00	0.00	0.00	36,598,000.00
		Building for Public Entertainment	****6111204	97,980,292.87	0.00	0.00	0.00	0.00	97,980,292.87
9151	1.3-Other Structure		61,113.00	1,707,530.33	0.00	0.00	2,890,447.02	0.00	4,597,977.35
		Harbors dams & other water works	****6111306	195,030.33	0.00	0.00	0.00	0.00	195,030.33
		Structures associated with mining subsoil assets	****6111307	1,500,000.00	0.00	0.00	0.00	0.00	1,500,000.00
		Communication line power line & pipelines	****6111308	12,500.00	0.00	0.00	0.00	0.00	12,500.00
		Pumping Station	****6111311	0.00	0.00	0.00	2,890,447.02	0.00	2,890,447.02
9160	1.4-WIP- Building & Structure		61,114.00	588,451,835.16	0.00	0.00	0.00	0.00	588,451,835.16
		WIP-Building & Structure	****611140	11,371,999.97	0.00	0.00	0.00	0.00	11,371,999.97
		Office Building	****611148	577,079,835.19	0.00	0.00	0.00	0.00	577,079,835.19
9152	2.1-Transport Equipment		61,121.00	163,139,900.00	1,000,000.00	0.00	0.00	0.00	164,139,900.00
		Passenger vehicle	****6112101	161,215,000.00	1,000,000.00	0.00	0.00	0.00	162,215,000.00
		Agricultural vehicle	****6112103	1,919,900.00	0.00	0.00	0.00	0.00	1,919,900.00
		Motor cycle	****6112109	5,000.00	0.00	0.00	0.00	0.00	5,000.00
9152	2.2-Other Machinery & Equipment		61,122.00	393,434,637.61	3,667,210.00	168,800.00	29,249,322.77	2,930,957.21	423,589,013.17
		Office Equipment	****6112201	156,659,805.55	70,650.00	0.00	7,776,806.57	254,927.65	164,252,334.47
		Computer Equipment	****6112202	108,318,345.41	3,572,300.00	0.00	14,478,116.06	2,547,178.46	123,821,583.01
		Electrical Equipment	****6112203	87,804,635.36	13,710.00	0.00	4,464,800.00	78,084.50	92,205,060.86
		Communication Equipment	****6112204	25,945,175.99	0.00	168,800.00	2,072,617.89	25,500.00	28,161,093.88
		Furniture	****6112205	11,618,155.70	0.00	0.00	443,482.25	25,266.60	12,036,371.35
		Musical Instruments	****6112206	800.00	0.00	0.00	0.00	0.00	800.00
		Medical Equipment	****6112207	5,200.00	0.00	0.00	0.00	0.00	5,200.00
		Laboratory Instruments	****6112211	200.00	0.00	0.00	0.00	0.00	200.00
		Industrial & Manufacturing Equipment	****6112212	53,000.00	0.00	0.00	0.00	0.00	53,000.00
		Construction Equipment	****6112213	1,226,300.00	0.00	0.00	0.00	0.00	1,226,300.00
		Defence Equipment	****6112215	1,323,463.20	0.00	0.00	0.00	0.00	1,323,463.20
		Agricultural & Dairy Farm Equipment	****6112216	134,223.20	10,550.00	0.00	0.00	0.00	144,773.20
		Fire Protection Equipment	****6112217	345,333.20	0.00	0.00	13,500.00	0.00	358,833.20
9153	4.1-Land		61,410.00	886,630,000.00	4,080,000.00	0.00	0.00	0.00	890,710,000.00
		Land	****614100	886,630,000.00	4,080,000.00	0.00	0.00	0.00	890,710,000.00

REMARKS

This is a computer-generated document. No signature is required.

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Statement of Imprest Adjustment

Revenue Collected by Other Entities on behalf of Reporting Entity	-	
Expenditure incurred by Reporting Entity on behalf of Other Entities	4,203,817,115	
Debits made to Advance "B" Account on behalf of Other Entities	2,602,692	
Credits made to Advance "B" Account by Other Entities	14,990,011	4,221,409,818
Less:		
Revenue Collected by Reporting Entity on behalf of Other Entities	429,727,156	
Expenditure incurred by Other Entities on behalf of Reporting Entity	22,399,760	
Credits made to Advance "B" Account on behalf of Other Entities	20,616,241	
Debits made to Advance "B" Account by Other Entities	122,416,264	595,159,421
Imprest Adjustment Balance as at 31st December 2024		3,626,250,397

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate 2024		Collected Revenue 2024	
		Original Estimate	Final Estimate	Amount	As a Percentage of Final Revenue Estimate
10.02.07.00	Stamp Duty*	-	-	14	-
10.03.07.03	Private Timber Transportation Fees*	-	-	747	-
10.03.07.05	License fees related to Public Security ,Law & Peace	640	640	634	99
10.03.07.09	Carbon Tax *	-	-	224	-
10.03.07.99	License Fees and Other	7,500	7,500	13257	177
20.02.01.01	Rentals on Government Buildings	3,293	3,207	3,555	111
20.02.02.99	Interest-Other	14,380	14,380	15,882	110
20.03.02.03	Fees under Registration of Persons Act *	-	-	22,912	-
20.03.02.13	Examination Fees and Other Fees *	-	-	21	-
20.03.02.14	Fees levied under the Motor Traffic Act *	-	-	9,555	-
20.03.02.99	Sales and Charges - Administrative Fees and miscellaneous payments ☺	525	525	600	114
20.03.99.00	Sales and Charges- Other Receipts **	15,200	40,000	231,347	578
20.04.01.00	Social Security Contributions *	-	-	130,656	-
20.06.02.02	Selling of Capital Assets (Other)	400	321	324	101

*Revenue estimates have not been prepared since instructions to prepare revenue estimates have not been received from the Revenue Accounting Officer.

**In the year 2024 revenue collected from the Hall de Galle was Rs 9,592,100.00 and total expenditure was. Rs. 5,401,617.38

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a Percentage of Final Allocation
	Original	Final		
Recurrent	2,870,000	3,693,900	3,603,761	98
Capital	620,000	620,000	99,306	16

3.7 In terms of F.R. 208 grant of allocations for expenditure to this District Secretariat as an agent of the other Ministries/ Departments

Rs. ,000

Serial number	Provisions received Ministry / Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation utilization as a percentage of the Final Allocation
			Original Allocation	Final Allocation		
1	Presidential Secretariat	Travelling expenses , field programs , the first deed presentation ceremony under the National Heritage Program, decentralized budget program and other programs	567,788.15	567,788.15	567,788.15	100
2	Ministry of Water Supply and Estate Infrastructure Development	Infrastructure development projects	9,277.82	9,277.82	9,277.82	100
3	Election Commission	Allowances	9,117.64	9,117.64	9,117.64	100
4	Ministry of Buddhashasana , Religious and Cultural Affairs	Traveling expenses , repairs to machinery and equipment , improvements to buildings and construction , machinery and equipment , purchase of machinery and equipment , temple development activities , reconstruction of temples affected by disasters , sustainable Punya Grama program and other allowances .	12,302.34	12,302.34	12,302.34	100
5	Ministry of Finance , Economic Stabilization and National Policies	Financial assistance for low-income families , (Aswesuma) , welfare programs - assistance for low-income disabled people , financial assistance for the people over of 70 years of age and financial assistance for inmates , financial	1,641,268.81	1,641,268.81	1,641,268.81	100

		assistance for the people over 100 years of age and Rs .5000 allowance for low income kidney patients				
6	Ministry of Defense	Salaries and wages , other allowances , traveling expenses , stationery , repairs to machinery & equipment , taking suitable action in case of emergency situations , allowances for damages caused by disasters, , resettlement program for displaced families due to floods , landslides , or high risk of landslides , development of secure centers , Infrastructure development , advances for house damages due to disasters and projects to mitigate the effects of disasters .	130,585.58	130,585.58	130,585.58	100
7	Ministry of Justice , Prison Affairs and Constitutional Reforms	Stationery and stationery allowances , purchasing of furniture and office equipment , membership allowances, conducting of training workshops , allowances for clerks of chairman, labourer allowances , D /S clerk allowances , Interview duties , salaries and wages , travelling expenses , other programs and allowances , other-(establishment of reconciliation committees in district level.)	1,884.5.0	18,845.0	18,845.0	100
8	Ministry of Health	Salaries and wages , travelling expenses , interest of property loans of government employees, purchase of office equipment , Ayurvedic conservation council , stationery expenses and other allowances .	16,930.93	16,930.93	16,930.93	100

9	Ministry of Transport and Highways	Buildings and construction	155,496.47	155,496.47	155,496.47	100
10	Ministry of Agriculture and Plantation Industries	Salaries and wages , overtime and holiday pay , travelling expenses , stationary and office needs , fuel allowances , machinery and equipment maintenance expenses , transport services , postal and communication services , Interest of property loans of government employees , machinery and equipment , furniture and office equipment , training for office staff , food security and technological programs , research and development , other allowances and programs .	106,053.66	106,053.66	106,052.65	100
11	Ministry of Tourism and Lands	Salaries and wages , other allowances , travelling expenses , property loan interest of government employees , Bim Saviya program, payment of compensation interest in connection with land acquired for government activities and tourism industry development	133,686.50	133,686.50	133,686.50	100
12	Ministry of Urban Development and Housing	" Mountain Decade 2024-2033" Ten Dimensional Rural Development Program	385,722.59	385,722.59	385,722.59	100
13	Ministry of Education (Skills Development , Vocational Education , Research and Innovation Division)	Traveling Expenses , stationery and office needs	914.02	914.02	914.02	100
14	Ministry of Education (Piriven Education Division)	Development Programs	5,813.07	5,813.07	5,813.07	100

15	Ministry of Public Administration , Home Affairs , Provincial Councils and Local Government	Salaries and wages , property loan interest , foreign travel expenses , building and construction maintenance expenses , repairs to buildings of Divisional Secretariats , stationary , uniform allowances , maintenance of machinery and equipment , postal and communication , electricity and water , circuit bungalow buildings and construction , furniture and office equipment , staff training programs , programs , other allowances and others -(e -Grama Niladhari Project.)	100,693.86	100,693.86	100,665.91	99.97
16	Ministry of Industries	Furniture and office equipment , infrastructure development	61,386.37	61,386.37	61,386.37	100
17	Ministry of Industries (Vidatha Unit)	Overtime and holiday pay, travelling expenses , stationery and office needs , postal and communication , electricity and water services , rentals , cleaning and sanitation , purchasing of machinery and equipment , machinery and equipment , programs and other allowances .	4,794.07	4,794.07	4,783.10	99.77
18	Ministry of Environment	Travelling expenses , research and development programs , salaries and wages, and others allowances .	16,455.27	16,455.27	16,455.27	100
19	Ministry of Water Supply and Estate Infrastructure Development	Programs	54.74	54.74	54.74	100

20	Ministry of Women , Child Affairs and Social Empowerment	Travelling expenses , stationery and office needs , furniture and office equipment ,women empowerment through, entrepreneurship development Programs , salaries and wages , property loan interest of government employees , nutritional food bags for pregnant mothers, breakfast for preschool children , “Lama Diriya” program - allowances for preschool teachers , other programs and allowances	493,626.78	493,626.78	493,626.78	100
21	Ministry of Investment Promotion	Salaries and allowances , stationery and interest of property loans .	15,352.03	15,352.03	15,352.03	100
22	Ministry of Public Security	Salaries and wages , recurrent expenditure and other allowances .	2,115.61	2,115.61	2,115.61	100
23	Ministry of Labor and Foreign Employment	Travelling expenses , stationery and programs	1,708.04	1,708.04	1,708.04	100
24	National Productivity Secretariat	Stationery and office needs , travelling expenses , machinery and equipment maintenance and Other (Training Programmes)	1,533.21	1,533.21	1,533.21	100
25	Ministry of Sports and Youth Affairs	School cricket development program , overtime and holiday pay , travelling expenses , stationery and office needs ,fuel allowances , purchase of machinery and equipment , postal and communication services , electricity and water services , rental and local taxes, machinery and office equipment service agreements , buildings and construction , furniture and office equipment , machinery and equipment , training programs , programs related to youth affairs and other allowances .	45,381.66	45,381.66	45,255.56	99.72

26	Department of Buddhist Affairs	Dhamma School teachers' examination , repairs to machinery , All Island dhamma school competition , development of underdeveloped Dhamma Schools , Dhamma School teacher training programs , travelling allowances , stationery allowances , district "Silmatha" Program , ordination ceremony , provisions for bhikku cremations , expenses for distributing Dhamma School text books , Dhamma S others allowances .	36,643.18	36,643.18	36,643.18	100
27	Department of Muslim Religious and Cultural Affairs	Stationery and office needs and development programs	379.52	379.52	379.52	100
28	Department of Cultural Affairs	Stationary , travelling expenses , postal and stationery expenses , postal /telephone expenses, alloctions, programs, other- (divisional literary competitions)	4,383.07	4,383.07	4,382.09	99.98
29	Department of Government Information	Travelling expenses , stationery and office needs , machinery and equipment and other allowances .	482.98	482.98	482.98	100
30	Department of Social Services	Salaries and wages , holiday pay allowances , travelling expenses , stationery expenses , telephone allowances , interests of property loans , welfare programs (community drug prevention Program), community based rehabilitation program and other allowances .	36,332.06	36,332.06	36,332.06	100
31	Department of Probation and Child Care Services	Travelling expenses , stationery expenses , allowances for programs .	4,396.49	4,396.49	4,396.49	100
32	Department of Sports Development	Travelling expenses , stationery and office needs , fuel allowances , machinery and equipment , repairs to	1,661.49	1,661.49	1,661.49	100

		machinery and national sports competitions .				
33	Department of Immigration and Emigration	Allowances	37.41	37.41	37.41	100
34	Department of Registration of Persons	Travelling expenses , fuel , machinery and equipment maintenance , buildings and construction , cleaning and sanitation services , salaries and wages , overtime allowances , stationery and office needs , property loan interest , allowances , others - (machinery and equipment contracted services) and other allowances .	38,217.96	38,217.96	38,217.96	100
35	Department of Pensions	Overtime expenses , traveling expenses , machinery and equipment , civil pensions , widows' pensions , postal expenses , printing expenses and recoveries from gratuity .	75,504.03	75,504.03	75,504.03	100
36	Department of Census and Statistics	Low-income (welfare programs) , overtime and holiday pay , travelling expenses , stationery and office needs , fuel allowances , vehicle maintenance expenses , postal and communication services , electricity and water services , machinery and office equipment service agreements , furniture and office equipment acquisition , research and development ,	47,550.42	47,550.42	47,550.42	100
37	Department of Registrar General	Salaries and wages , property loan interest , improvements to registrar's office and Other allowances .	2,180.5	2,180.5	2,180.5	100
38	Department of Wildlife Conservation	allowances.	52.90	52.90	52.90	100

39	Department of Land Commissioner	Payment of financial and court fees , salaries and wages and other allowances .	723.20	723.20	723.20	100
40	Department Textile industry	Payment of allowances .	691.50	691.50	691.50	100
41	Department of Meteorology	Programs	146.54	146.54	146.54	100
42	Department of Motor Traffic	Overtime and holiday payments , travelling expenses , stationery and office needs , machinery and equipment maintenance costs , postal and communication services , electricity and water services , rentals , security charges , machinery and office equipment service agreements , buildings and construction , driving license test fees , other contracted services and others administration services .	7,979.46	7,979.46	7,979.46	100
43	Department of Audit Management	Staff Training .	234.19	234.19	234.19	100
44	Department of Community Based Corrections	Travelling expenses and stationery and office needs .	1,398.80	1,398.80	1,398.80	100
45	Department of Land Use Policy Planning	Travelling expenses, stationery expenses, building maintenance, furniture and equipment purchases, and development projects.	3,106.80	3,106.80	3,106.80	100
46	Department of Manpower and Employment	Electricity bills, stationery and office needs, travelling expenses, fuel allowances, postal and Communication services, rentals and programs.	1,725.78	1,725.78	1,725.78	100

47	Development of Cinnamon Department	Overtime allowances , stationery and office needs, traveling expenses , fuel allowances , traveling expenses , repairs to vehicles , machinery and equipment , repairs to machinery and equipment, buildings and construction , postal and telecommunications , electricity and water , other allowances, and cleaning and sanitation .	3,291.52	3,291.52	3,291.52	100
Total			4,204,024.02	4,204,024.02	4,203,884.96	99.99

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2024	Balance as per Financial Position Report as at 31.12.2024	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	2,610,680	2,610,680	Nil	100%
9152	Machinery & Equipment	587,729	587,729	Nil	100%
9153	Land	890,710	890,710	Nil	100%
9154	Intangible Assets	-	-	Nil	
9155	Biological Assets	-	-	Nil	
9160	Work in Progress	588,452	588,452	Nil	100%
9180	Leased Assets	-	-	-	-

3.9 Auditor General's Report

** The report issued by the Auditor General is included at the end of this performance report.

Chapter 04 – Performance Indicators

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

4.1.1 Related to the District Secretariat

Specific Indicators	Actual output as a percentage (%) of the expected output		
	90%-100%	75%-89%	50%-74%
Percentage of allocation utilization	✓		
Percentage of imprest utilization	✓		
Percentage of completion of renovation Activities	✓		
Percentage of revenue earning	✓		
Percentage of public complaints dealt with	✓		
Number of land complaints dealt with		✓	
Number of Land Licenses and Land Grants prepared	✓		
Number of requests related to lands that were addressed.	✓		
Number of lands granted	✓		
The amount granted for the construction of houses	✓		
Number of issues dealt with	✓		
Number of committee meetings held and number of recommendations given	✓		
Number of functions conducted according to the intended purpose	✓		
Number of issues solved			✓
Number of issues approved	✓		
Number of issues that that were addressed			✓
Coordination of land requests			✓
Number of Payments	✓		
Percentage of frequency of conducting price committee meetings and submitting reports	✓		
Number of financial reports	✓		
Number of Training Hours	✓		
Number of offices surveyed (833)	✓		
Physical progress of the completed development projects			49.3%
Financial progress of the completed development projects			49.96%

4.1.2 Relevant to Other Ministries and Departments

Ministry by which provisions were allocated - Ministry of Urban Development and Housing (Upcountry decade development program)

Specific Indicators	Actual output as a percentage of the expected output		
	90% -100%	75%-89%	50%-74%
Utilization of Allocations	96%		
Financial Progress	96%		
Physical Progress	100%		
Completed Development Projects	569		

Ministry by which provisions were allocated – Presidential Secretariat (Decentralized development program.

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations	98%		
Financial Progress	98%		
Physical Progress	100%		
Completed Development Projects	1576		

Ministry by which provisions were allocated – Presidential Secretariat (Decentralized special project development program)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations	83.7%		
Financial Progress	83.7%		
Physical Progress	100%		
Completed Development Projects	299		

Ministry by which provisions were allocated – Ministry of Industries and Entrepreneur Development (Construction of Ceylon Plaza and Museum Building at Unawatuna, Galle)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations		76.5%	
Financial Progress		76.5%	
Physical Progress	90%		
Completed Development Projects	01		

Ministry by which provisions were allocated – Ministry of Industries and Entrepreneur Development (Construction of an entrance gate, name board and watch hut of Karandeniya Industrial Zone)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations		88%	
Financial Progress		88%	
Physical Progress	100%		
Completed Development Projects	01		

Ministry by which provisions were allocated – Ministry of Education (Program for strengthening Piriven education)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations	98%		
Financial Progress	98%		
Physical Progress	100%		
Completed Development Projects	15		

Ministry by which provisions were allocated – Ministry of Defense (Disaster mitigation projects)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations	95%		
Financial Progress	95%		
Physical Progress	100%		
Completed Development Projects	03		

Ministry by which provision were allocated - Ministry of Youth Affairs and Sports (Development of playgrounds and construction of side wickets)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations			62.8%
Financial Progress			62.8%
Physical Progress			62.8%
Completed Development Projects			21

Chapter 05- Performance of Achieving Sustainable Development Goals (SDG)

5.1 Identified Respective Sustainable Development Goals

Progress of Achieving Sustainable Development Goals (SDG)

Serial No.	Target/Objective	Targets	Indicators of the Achievement	Progress of the Achievement to date		
				90%-100%	75%-89%	50%-74%
1	To foster a peaceful and perfect society for sustainable development, ensure justice for all and establish effective, accountable, and perfect institutions at every level.	Establishment of accountable institutions at all levels	A per key public expenditure areas (budget codes or as a share of the equivalent basic budget)		86%	
2	Nurturing ,holistic and sustainable economic development for all, promote productive and decent employments	Promoting development-oriented policies that support profitable activities, decent employment opportunities, entrepreneurship and creativity. Encouraging the establishment and development of micro, small and medium entrepreneurs by providing access to financial services.	No of established small and medium scale entrepreneurs		85%	
3	Constructing strong infrastructure facilities , Encouraging innovations by promoting perfect and sustainable industrialization.	Developing high-quality, reliable, sustainable, and disaster-resilient infrastructure both within and across regional and national borders, with a focus on accessibility and availability for all, supporting economic growth and human well-being.	Length of the developed roads		85%	

5.2 Achievements and Challenges of the Sustainable Development Goals.

Non-availability of sufficient allocations to achieve the development goals proposed to be implemented in the year 2024.

Chapter 06- Human Resource Profile

6.1 Cadre Management

District Secretariat

	Approved Cadre	Existing Cadre	Vacancies/(Excess)*
Senior	19	14	05
Territory	04	04	-
Secondary	211	201	10
Primary	27	28	(01)

Divisional Secretariats

	Approved Cadre	Existing Cadre	Vacancies/(Excess)*
Senior	97	81	16
Territory	69	52	17
Secondary	3485	3278	207
Primary	176	169	07

6.2 Impact of Human Resource Shortage and Excess for the Performance of the Institution

Despite the difficulties occurred due to recruiting officers exceeding the approved limit of the cadre and not appointing officers to the existing vacancies by the Ministry, action has taken in such a way that vacancies in the cadre and the excess staff do not make any impact to the functions of the institute.

6.3 Human Resource Development.

Serial No	Name of the Program	Number of Staff Trained	Duration of the Program (Days)	Total Investment (Rs.)		Nature of the Program (Local/ Foreign)	Output/ Knowledge Received *
				Local	Foreign		
1	Training program on office procedures and file maintenance	100	1	14		Local	Clear understanding of the existing office procedures and file maintenance
2	Training program on hospitality management and catering in the tourism and hotel sector	33	1	30		Local	How to cater with hospitality and serve food in the tourism and hotel industry.
3	Development Officer - Environment (Awareness program on plastic , glass and electronics waste management)	35	1	5.08		Foreign	How to clean the environment and , garbage management
4	Training Program for new Grama Niladharis	117	15	295.14		Local	Law and order , role and scope of duties of a Grama Niladhari , productivity and leadership
5	Training program on prioritizing mental health in the workplace	230	1	74.81		Local	Awareness on healthy life, its benefits, importance and how to maintain a healthy lifestyle
6	" Sithuvila Warsha 2024 ” Creative Psychiatric Practical Program	350	3	392.94		Local	Awareness on healthy life, its benefits, importance and how to maintain a

							healthy lifestyle
7	Training program on attitude development and personality development	200	1	188		Local	Providing efficient service to clients by motivating officers to perform their duties with satisfaction and with a clear mind
8	Providing of funds for the postgraduate course in Sociology at the University of Ruhuna followed by Mr. H.K. Susith Vasawa, Assistant Director (Planning) of the Divisional Secretariat Madampagama	1	365	104.8		Local	Subjects related to postgraduate studies in sociology
9	Providing funds for the postgraduate course in Regional Development and Planning at the University of Colombo followed by Ms. K.K.Y. Dilhani, Assistant Director (Planning) of the Divisional Secretariat Balapitiya.	1	365	150		Local	Subjects related to the Postgraduate Degree in Regional Development and Planning
10	Provision of funds for the postgraduate course in Sociology at the University of Sri Jayewardenepura followed by Assistant Director (Planning) Mrs. C.N. Silva of the Divisional Secretariat, Gonapinuwala	1	365	120		Local	

11	Provision of funds for the postgraduate course in Development Education at the University of Colombo followed by Ms. A.W.L. Nisansala, Assistant Director (Planning) of the Divisional Secretariat Yakkalamulla.	1	365	172.5		Local	Subjects related to the Postgraduate Diploma on Development Education
12	Providing of funds for the postgraduate course in Regional Development and Planning at the University of Colombo followed by Mrs. S.A. Amali Thakshila, Assistant Director (Planning) of the a Divisional Secretariat, Welivitiya Divithura (First Installment)	1	365	100		Local	Subjects related to the Postgraduate Degree on Regional Development and Planning
13	Providing funds for the postgraduate course in Regional Development and Planning at the University of Colombo followed by Mr. A.N. Mahaliyana, Assistant Director (Planning) of the Divisional Secretariat. Thawalama	1	365	150		Local	Subjects related to the Postgraduate Degree on Regional Development and Planning

14	Providing funds for the postgraduate course on Regional Development and Planning at the University of Colombo followed by Mrs. S.A. Amali Takshila,, Welivitiya Divithura (Second Installment)	1	365	100		Local	Subjects related to the Postgraduate Degree on Regional Development and Planning
15	Providing funds for the Divisional Secretariat Niyagama for the training programme on stress management	200	1	46		Local	How to perform duties without stress
16	Providing funds to the Divisional Secretariat Niyagama for the training on warehousing and board of survey	50	1	50		Local	Basic knowledge of warehousing and board of survey
17	Providing funds for the Divisional Secretariat Imaduwa for training programme on general conduct and discipline for public servants	50	1	33		Local	Procedural rules applicable to office duties
18	Public relations and customer service, Government Land Duties - Habaraduwa	160	1	145.6		Local	The importance of public relations/how to maintain good public relations
19	Providing funds for a certificate course on procurement processes followed by Mr. K.K.J.M. Kodituwakku, Management Services Officer of the Divisional	1	10	12		Local	The overall process of purchasing goods and services required by the office, methods of calling bids and rules and regulations

	Secretariat Wanduramba						related to procurement
20	Providing funds for the programs related to office management	200	1	98.49		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
21	Training programme on accounting –Four Gravets	200	1	154.2		Local	Understanding on accounting
22	Office Procedures - Four Gravets	200	1	154.2		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
23	Training programme on office system for K.K.S officers - Four Gravets	15	1	10.1		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
24	Training programme on office procedures - Yakkalamulla	50	1	40		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.

25	Training programme on accounting - Yakkalamulla	50	1	40		Local	Clear understanding on accounting
26	Training programme on accounting- Yakkalamulla	58	1	40		Local	Clear understanding on accounting
27	Office procedures and filing method- Thawalama	130	1	33.06		Local	Awareness of office management methods and the basic characteristics of a formal office system.
28	Accounting and financial regulations - Thawalama	101	1	15.9		Local	Clear understanding on accounting
29	Institutional and procedural rules - Thawalama	136	1	37.63		Local	Clear understanding regarding office procedures and procedural rules
30	Establishment Code and Procedural Rules - Habaraduwa	90	1	79.5		Local	Clear understanding regarding office procedures and procedural rules
31	Matters related to sudden deaths and legal matters related to Grama Niladhari duties- Habaraduwa	60	1	56.4		Local	Matters related to a dead bodies including identifying, examining, and reporting death.
32	Office procedures and filing system- Bope Poddala	50	1	50		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.

33	Accounting and financial regulations - Bope Poddala	50	1	49.85		Local	Understanding on Accounting
34	Establishment Code and procedural rules of Public Services Commission - Akmeemana	278	1	41.6		Local	Procedural rules relevant to the matters of the institution
35	Disciplinary activities- Akmeemana	92	1	44.6		Local	Procedural rules relevant to the matters of the institution
36	Office procedures - Elpitiya	152	3	367.8		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
37	Office procedures –Karadeniya	100	1	50.6		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
38	Disciplinary procedures - Karadeniya	111	1	50.6		Local	Procedural rules relevant to the matters of the institution
39	Establishment Code and Discipline - Ambalangoda	105	1	25.43		Local	Procedural rules relevant to the matters of the institution
40	Financial Regulations - Ambalangoda	100	1	22.55		Local	Rules and regulations related to the financial regulations

41	Establishment Code and procedural rules of the Public Services Commission - Imaduwa	100	1	66		Local	Procedural rules relevant to the matters of the institution
42	Training programme on Financial Regulations - Imaduwa	50	1	33		Local	Rules and Regulations of Financial Regulations
43	Office procedures and filing system - Gonapinuwala	120	1	81		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
44	Office Management - Gonapinuwala	140	1	35.1		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
45	Public financial management - Gonapinuwala	150	1	95.1		Local	Understanding on accounting practices
46	Training programme on attitude development and leadership - Gonapinuwala	150	1	103.8		Local	Attitude development of office staff , knowledge on leadership skills
47	Office Procedures and Establishment Code- Baddegama	100	1	62.6		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.

48	Financial Regulations - Baddegama	50	1	23.8		Local	Rules and regulations of Financial Regulations
49	General conduct and disciplinary procedures in the public service - Balapitiya	62	1	25		Local	Procedural rules relevant to the matters of the institution
50	Office procedures and financial regulations - Balapitiya	100	1	50		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
51	Training programme on land surveying and land registration - Welivitiya Divithura	70	1	60		Local	Land development ordinance, government land ordinance, acquisition of state lands and land registration
52	Training programme on public financial discipline and Audit Act - Welivitiya Divithura	70	1	60		Local	How to minimize the number of audit queries raised as a result of audits and how to prepare accurate and acceptable answers to those queries.
53	Filing system - Bentota	60	1	49		Local	How to make proper filing
54	Financing –Bentota	60	1	49		Local	Providing understanding on accounting
55	Procurement Process -Niyagama	58	1	30		Local	The overall process of purchasing goods and services required by the office, methods

							of calling bids and rules and regulations related to procurement
56	Disciplinary Procedure- Niyagama	100	1	60		Local	Procedural rules relevant to the matters of the institution
57	Training programme on office duties and revised procedural rules -Niyagama	45	1	24		Local	Procedural rules relevant to the matters of the institution
58	Office Procedures - Hikkaduwa	83	1	66.59		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
59	Financial Regulations - Nagoda	150	1	100		Local	Rules and regulations related to Financial Regulations
60	Establishment Code -Nagoda	150	1	100		Local	Understanding on Establishment Code
61	Procurement Process - Nagoda	150	1	60		Local	The overall process of purchasing goods and services required by the office, methods of calling bids and rules and regulations related to procurement
62	Procurement Process -Neluwa	140	1	70		Local	The overall process of purchasing goods and services required by the office, methods of calling bids

							and rules and regulations related to procurement
63	Office Procedures - Neluwa	150	1	90		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
64	Office procedures, file management and/ Accounting - Rathgama	88	2	53.23		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
65	Establishment Code and procedural rules of public services commission- Rathgama	60	1	16.33		Local	Procedural rules relevant to the matters of the institution
66	Disciplinary Procedures-Nagoda	150	1	100		Local	Procedural rules relevant to the matters of the institution
67	Office procedures and leave-Nagoda	112	1	60		Local	Awareness programme on office management methods and the basic characteristics of a formal office system.
68	Public finance management and accounting practices - Nagoda	150	1	60		Local	Understanding on accounting practices

69	Establishment Code-salaries, salary loans and advances ,holiday and allowances - Wanduramba	110	1	94.19		Local	Understanding on Establishment Code, disciplinary procedures, salaries and advances
70	Disciplinary Procedures-Wanduramba	75	1	47.78		Local	Procedural rules relevant to the matters of the institution
71	Financial Regulations-Wanduramba	107	1	65.68		Local	Rules and regulations on Financial Regulations
72	Positive attitude and stress management-Wanduramba	90	1	34.36		Local	Providing efficient service to the public by motivating officers to perform their duties with satisfaction and a clear mind
Total				5571.92	-		

❖ By directing officers to training programs their capacity and attitudes will be developed While improving their knowledge via various sectors. Thereby the quality and accuracy of the public service given to general public will be developed and it will lead to create an efficient and enthusiastic public servant. Ultimately as a result of the above, efficiency and effectiveness of the institute will be uplifted and performance of the institute also be maintained at a higher level.

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 statement	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Account)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Other	-		
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 been maintained and updated	Complied		
2.3	Register of audit query has been maintained and update	Complied		
2.4	Register of Internal Audit Report 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	Commitment Register has been maintained and updated	Complied		

No	Applicable Requirement	Compliance Status(Complied/Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
2.11	Register of Counterfoil Books (GA-N20) has been maintained and updated	Complied		
3	Delegation of functions for financial control			
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 Accounts Circular No 171/2004 dated 11.05.2014 in using Government Payroll software Package	Complied		
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual Procurement plan has been prepared	Complied		
4.3	The annual internal audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow statement has been submitted to the Treasury Operations Department on due date	Complied		
5	Audit Queries			
5.1	All the audit queries have 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	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 the internal audit reports has been replied within one month	Complied		
6.3	Copies of the 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	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 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 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 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 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	Complied		

No	Applicable Requirement	Compliance Status(Complied/Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	in terms of F.R. 772			
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 within a period less than 06 months after condemning.	Complied		
9.3	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 retested in terms of the provisions of paragraph 3.1 of the Public Administration Circular No. 2016/30 of 29.12.2016	Not Complied	Fuel balancing test has not been carried out for two vehicles (KS 8750, PH 0475)	A committee has been appointed to make fuel balancing test.
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease	Complied		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements have been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant account that had existed in the year under review or since previous years settled	-		
10.3	Action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made , and had those balances been settled within one month	Complied		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding	Complied		

No	Applicable Requirement	Compliance Status(Complied/Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	the limit			
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1) F.R. 94(1)	Complied		
12	Advance to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been made carried out on the loans in arrears	Complied		
12.3	Loans balances in arrears for over one year had been settled	Not Complied	Distress Loan obtained by Grama Niladhari, Mr. Weerasinghe of Four Gravets Galle ,amounted to Rs. 108,248	It has been referred to the Department of Attorney General to take legal action
13	General Deposit Account			
13.1	The action had been taken as 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 at the end of the year under review remitted to Treasury Operation Department	Complied		
14.2	The ad-hoc sub imprests issued as per F.R.371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R.371	Complied		
14.4	Balance of the imprest account had been reconciled with the treasury books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		

No	Applicable Requirement	Compliance Status(Complied/Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
15.3	Returns of arrears of revenue forwarded to the auditor General in terms of FR. 176	-		
16	Human Resource Management			
16.1	The staff had been maintained within the approved cadre	Not Complied	No appointment is made by the District Secretary and employs of the institutions are recruited by the respective Appointing Authorities. Excess of the staff is occurred due to making appointments by the Appointing Authorities exceeding the approved limit of the cadre. Relevant authorities have been informed in writing that the District Secretary cannot take responsibility in this connection.	I kindly inform that action has been taken to submit monthly reports regarding excess staff and existing vacancies to the Ministry of Public Administration and Home Affairs
16.2	All the members of the staff have been issued a duty list in writing	Complied		
16.3	All the reports have been submitted to MSD in terms of their circular No. 04/2017 dated 20.09.2017.	Complied		
17	Provision of Information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures.	Complied		

No	Applicable Requirement	Compliance Status(Complied/Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RIT.	Complied		
18	Implementation of 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 No. 05 / 2008 and 05 / 2008 (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 the 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 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	Complied		

No	Applicable Requirement	Compliance Status(Complied/Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	conducting skill development programmes as per paragraph No. 6.5 of the afore said circular			
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		-
