ANNUAL PERFORMANCE REPORT FOR THE YEAR 2024

Government Analyst's Department

Expenditure Head No 233

No. 31, Isusru Mawatha, Pelawatta, Battaramulla.
Web Address - www.analyst.gov.lk
Email - govanalyst@sltnet.lk

Contents

P.S.K. Rajapaksha
Government Analyst

Chapter 01

Institutional Profile

1.1 Introduction

In September 1904, the Government Analyst's Department was started affiliating with Ceylon Medical College. British National Dr. K C Browning was appointed as the first government Analyst.

Later in 1913, it was established as the Government Analyst's Department. Subsequently, in 1934 it was reestablished under the Ministry of Local Government at the Independence Square, Colombo 07.

With being under foreign scientific officers from the beginning, Mr. W.R. Chanmugam was appointed as the first Sri Lankan Government Analyst in 1945. Services of the Government Analyst Department have been further expanded to encompass forensic questioned document examination in 1935. In 1940 Mr. Thambaia Nagendran was appointed as the first Government Examiner of Questioned Documents.

The Department has been under the Ministry of Defence from 1960 and of the Ministry of Justice from 1978 to date. Mrs. Yogarani Mahesan was the first female Government Analyst in the history of the Government Analyst's Department.

The department had to face many hassles and troubles in Independence Square for more than 100 years. Then on 10th of May 2013 the department moved to a new location in Pelawatta, Battaramulla.

The state-of-the-art facility in the six storied new building provided an ideal platform to introduce novel advanced technology to enhance forensic capabilities in providing scientific analytical services to the Law Court of the country.

The DNA laboratory of the Government Analyst's Department was established in 2013 with the aid of USAID (United States Agency for International Development). And further strengthened by KOICA (Korea International Corporation Agency) project. A new Digital Forensic Laboratory was completed during 2016 with the aid of KOICA project. Establishment of a DNA laboratory and the digital forensic laboratory are an extremely useful addition to the laboratory for effective criminal justice.

In light of the enhancement of the scientific analytical works the laboratories of the Government Analyst's Department was accredited as ISO/IEC 17025 by the Sri Lanka Accreditation Board (SLAB). Having started from a single scientist in 1904, at present, there are about 100 scientific staff officers in the field of Forensic and Food science and their service to the nation is of the essence.

At present Mrs. P.S.K. Rajapakshae has been appointed as the 22nd Government Analyst and Miss K.K. Apsara was appointed as 8th Government Examiner of Questioned Documents.

1.2 Vision, Mission and Objectives

Vision

To form a fair and law abiding society

Mission

Providing Scientific Analytical, Advisory and Consultancy Service in the field of Forensic and Food Science to Law Courts, Law Enforcement Agencies and other Institutions.

Objectives

To assist the Process of Administration of Justice in a Fair and efficient manner.

1.3 Key Functions

The Government Analyst's Department, being the only forensic science laboratory in Sri Lanka, consists of two major divisions namely Food Science and Forensic Science. Food Science Division includes four areas namely Food, Liquor, Milk and Water. Forensic Science Division has nine (09) major disciplines as Forensic Ballistics, Forensic Serology and DNA, Forensic Toxicology, Explosives and Fire Investigation, Narcotic Drugs, Forensic Questioned Documents, Computer Forensic and Forensic Miscellaneous Section.

The Department proves to be a service providing institution in that it provides scientific analytical, advisory and consultancy services. The Government Analyst's Department issues analytical reports upon scientific examination and analysis on productions (evidence) referred to it by the Law Courts, Department of Police, Department of Customs, Department of Excise, Local Government Institutions, Ministry of Health, Port Authority as well as other Government Departments and Statutory Bodies. Further, it carries out analysis to ensure quality of food, liquor, milk, and dairy products with the samples being referred to the Department by the various Government Departments and state sponsored bodies. Additionally, the samples received from the Department of Customs are also analyzed for quality. The Questioned Documents Section prepares analytical reports after examination of the questioned documents forwarded by the Courts of Law.

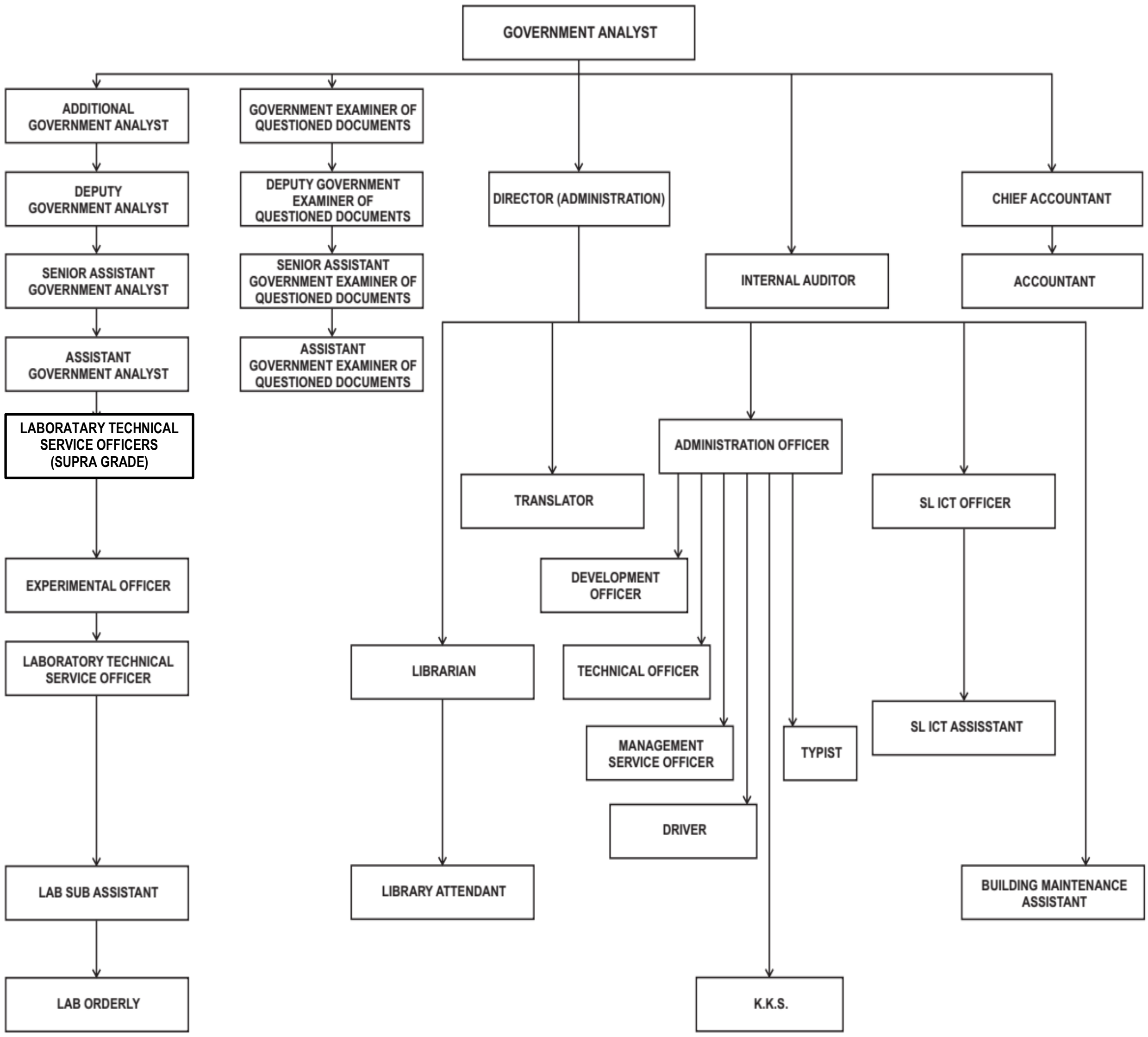
All productions (evidence samples) submitted for testing are analyzed according to various acts and ordinances such as the Food Act, National Environment Act, Excise Ordinance, Tobacco and Alcohol Act, Cosmetics, Drugs and Devices Act, Control of Pesticides Act, Fire Arms Ordinance, The Explosives Act, Poisons, Opium and Dangerous Drugs Ordinance, Motor Traffic Act, Criminal Procedure Code, Civil Proceeding Code, Evidence Ordinance etc.

Moreover, the Department provides investigation and consultancy service to the Police Department for crime scene investigations related to grave crimes such as explosions, shootings, fires and fatal motor traffic accidents in the country. Further scientists in the toxicology section attend for food testing in the missions of foreign VIP delegations in Sri Lanka. In support of scientific reports issued by Government Analyst's Department, officers appear before courts for expert testimony.

The Department also functions as the scientific/technical consultant to other Government Departments and Government sponsored institutions. The contribution by the officers to the Sri Lanka Standard Institute for making standards is an important service. The experts also assist in Technical Evaluation Committees of the Ministry of Defense for purchasing of arms, ammunition and a explosive substances for the Ministry of Defense.

Further, Department provides training for Judicial Medical Officers, Police, Scenes of Crime officers, three forces, trainee lawyers of Attorney's General Department and public health inspectors etc, on forensic and food science.

1.4 Organizational Chart



1.5 Main Divisions of the Department

Forensic Science Section

1. Firearms and Ballistic

The evidence related to the offences such as illegal possession of firearms, firearms and other ballistic evidence alleged to connect with shootings in various crimes are examined and analyzed in firearms and ballistic section.

Further, experts in this section provide assistance to the police and other stakeholders in shooting scenes, vehicles and building investigations and reconstruction.

Firearms such as pistols, revolver, rifles, and automatic firearms, locally made muzzle loading guns, such parts, spent cartridge cases, and fired bullets etc are the common physical evidence forwarded to this section for examination and report.

Microscopically comparison analysis of above evidence will reveal the any involvement of the alleged firearms and other ballistic evidence to the crime.

2. Explosives and Fire Investigation

The Forensic experts in the Explosives section examine evidence associated with explosives related crimes such as explosions, possession of explosives or possession of bombs and other explosive devices. Defused components of explosive devices such as hand grenades locally made explosive devices and other improvised explosive devices are also examined in this section. Further, they provide assistance to the police and other stakeholders for the fire scene investigations. The laboratory can analyze fire debris from fire scenes for the presence of any ignitable liquid or substances.

3. Narcotic Drugs and Psychotropic Substances

The experts in the Narcotic Drugs Section Analyze illicit drugs, psychotropic substances such as heroin, cocaine, Cannabis, new psychotropic substances and tablets etc seized by the Police, Narcotic Bureau or the Customs. After identification of the active substance in the seized material, further analysis is carried out to establish their purity and pure quantity.

4. Forensic Serology and DNA

The main function of the forensic experts in the Serology Section is to examine and analyze body fluids, bones, teeth or any other biological matter in any object recovered as evidence in grave crimes using DNA technology.

Further, they visit crime scenes related to homicide and help the police to collect biological and physical evidence including blood stains, semen stains, hair, blood patterns, fibers, glass, paint, scratch marks, tool marks, foot impressions etc. and the subsequent examination done in the laboratory.

Further, they visit scenes of fatal road traffic accidents and hit and run scenes and carry out scene reconstruction and recover important evidence as mentioned above.

5. Forensic Toxicology

The Experts in the Forensic Toxicology Section carry out comprehensive range of analysis to identify poisons for medico legal purposes and crime investigations. Post mortem samples forwarded by judicial medical officers in suspicious sudden deaths are subjected to analysis for narcotic drugs, different types of poisons, cyanide, corrosive acids, carbon monoxide etc.

In fatal accidents, the blood and urine of the drivers alleged to be under the influence of alcohol are analyzed for alcohol levels and for the presence of any narcotic drugs.

Further, any physical evidence like drugs, tablets, poison bottles, food are analyzed for identification of above mentioned poisons and drugs etc.

6. Examination Questioned Document

The Forensic Questioned Document Section mainly examines suspicious or questioned documents for legal or forensic purpose. All type of documents, handwritings and signatures are scientifically examined for their genuineness.

In such documents identification of alterations, erasers, distortions, additions, substitutions and examination of travel documents, passports, visa, writing instruments, inks, papers, glue marks, burnt or damaged document, forged currency, lottery tickets, revenue stamps, postal stamps, any document with government revenue for their genuineness or otherwise and other important inferences are communicated to the Law enforcement authorities.

7. Digital and Computer Forensic

This division was established in the Government Analyst's Department in 2016 and it is now functions as the sole digital evidence provider in the country to the Law Courts.

The laboratory carries out analysis of various type of digital evidence in four different disciplines. Digital data

Analysis involves analysis of computer and Laptop Hard Disks, DVR Hard Disks and mobile phones, while Digital Photographic Analysis or image analysis includes Vehicle number plate enhancement, image enhancement, Image and video authentication. bio metric or face comparison & identification of individual with the image on CCTV video Etc. Audio or voice and sound analysis is the science of authentication, audio enhancement, voice identification and verification.

8. Forensic Miscellaneous

The forensic scientists in the Miscellaneous Section examine all the other kind of physical evidence which cannot be specifically classified under other disciplinary.

Restoration of obliterated chassis numbers and engine numbers of suspicious vehicles and determination of the genuineness of such vehicles and identification of budded vehicle is one of the examinations handled by this section.

Scientific analysis and comparison of various physical evidence and trace evidence recovered from crime scenes such as glass fragments, paint smears and chips, fibers, soil, tools, tool marks, various marks and impressions (except finger marks) are conducted using scientific methods, and advanced analytical instruments by this section. In addition, it is the responsibility of the experts in this division to scientifically examine the vehicle accident sites and other related evidences, recreate those accidents and find the necessary important evidences.

Food Science Section

1. Food Laboratory

Activities of Food and Milk Analytical Laboratory include analyzing and issuing reports (under Food Act No. 26 of 1980) for the food samples, milk and milk products, submitted by the authorized officers of the Health Department (MOH, Food Inspectors, PHI, etc.) analyzing and issuing quality reports for food products, milk and milk products submitted by Food Control and Administration Unit (FCAU), other Government Institutions and Private Institutions, Department of Customs, Consumer Affairs Authority, Sri Lanka Tea Board and Sri Lanka Standards Institutions etc., issuing quality reports on water & waste water under the National Environmental Act and issuing analysis reports stating drinking water under Sri Lanka Standards Regulations for bottled water in terms of the Food Act.

2. Liquor Laboratory

Issue reports on the analysis of illicit liquors and tobacco products, sent by the Court of Law and also liquor samples from local liquor manufacturers and imported liquor samples submitted through the Excise Department. All the above liquor analysis is performed and reported under the Excise Ordinance.

For licensing of locally manufactured liquor and for imported liquor, the Excise Department forwards the samples to our Laboratory to obtain analytical report on the quality and the standard. This department incurs fees for such analysis from local liquor manufactures & from local agent for importation of foreign liquor and the department generated funds during tenure and credited to consolidated fund.

Finance Section

Finance Section is held responsible for affairs relating to accumulation of funds and financial management and control by way of efficiently, productively and economically utilization of funds with the objective of making available the necessary physical resources and infrastructure in order to assist the process of administration of justice in a fair and efficient manner. It also involves in maintaining accounting activities and providing financial information to stakeholders.

In performing the above duties, the division focuses much concern over the matters that include.

- Implementation of efficient and effective financial management system
- Direction and guidance on financial management.
- Ensuring the protection of the assets that are under the control of the Department.
- Handling of financial resources in compliance with the directions specified in Government Financial Regulations and Circulars.
- Paying special attention on accounting activities and reporting

Administration Section

This Division provides and coordinates the necessary facilities for the efficient and fair administration of justice while maintaining an optimal staff and proper human resource management within the Department. Under this,

- Carrying out the necessary activities for staff recruitment, training, capacity building, promotion and retirement.
- Carrying out the administrative activities of the officers of the Island-wide Services and Combined Services within the Department staff in liaison with the Line Ministry; the Ministry of Justice and National Integration, the Ministry of Public Administration, Provincial Councils and Provincial Affairs and the Public Service Commission.
- Providing the necessary infrastructure and other resources to maintain good relations between the Divisions of the Department and to effectively carry out the activities of those Departments.
- Carrying out all maintenance activities of the institution by entering into relevant contracts.
- Carrying out the daily security and cleaning activities of the Department efficiently.

1.6 Details of the Foreign Funded Project

Name of the Project	Donor Agency	Estimated Cost of the Project	Project Duration
Strengthen capacity building of Forensic Drug Analysis in the criminal justice system in Sri Lanka	KOICA (Korea)	4.5 million USD	2022-2025
JURE Project - Support to Justice Sector Project	European Union (EU) Joint with UNDP	1.4 million USD	2023 - 2025

Chapter 02

Performance and future challenges

Progress of analytical reports

The number of analytical reports issued per year is the main indicator in measuring the annual performance of the Department. The number of court productions received in the year 2023 was 58,886 while the number of court productions received in the year 2024 has increased up to 64,524. Accordingly, it is an increase of 10%. Furthermore, the number of analytical reports issued in the year 2024 was 52,126 which is a decrease of 02% compared to the year 2023. (The number of analytical reports issued in the year 2023 was 53,253.)

Overall, the Narcotics and Psychotropic Substances Division has received the highest number of court productions and accordingly, the highest numbers of reports have also been issued by that Division.

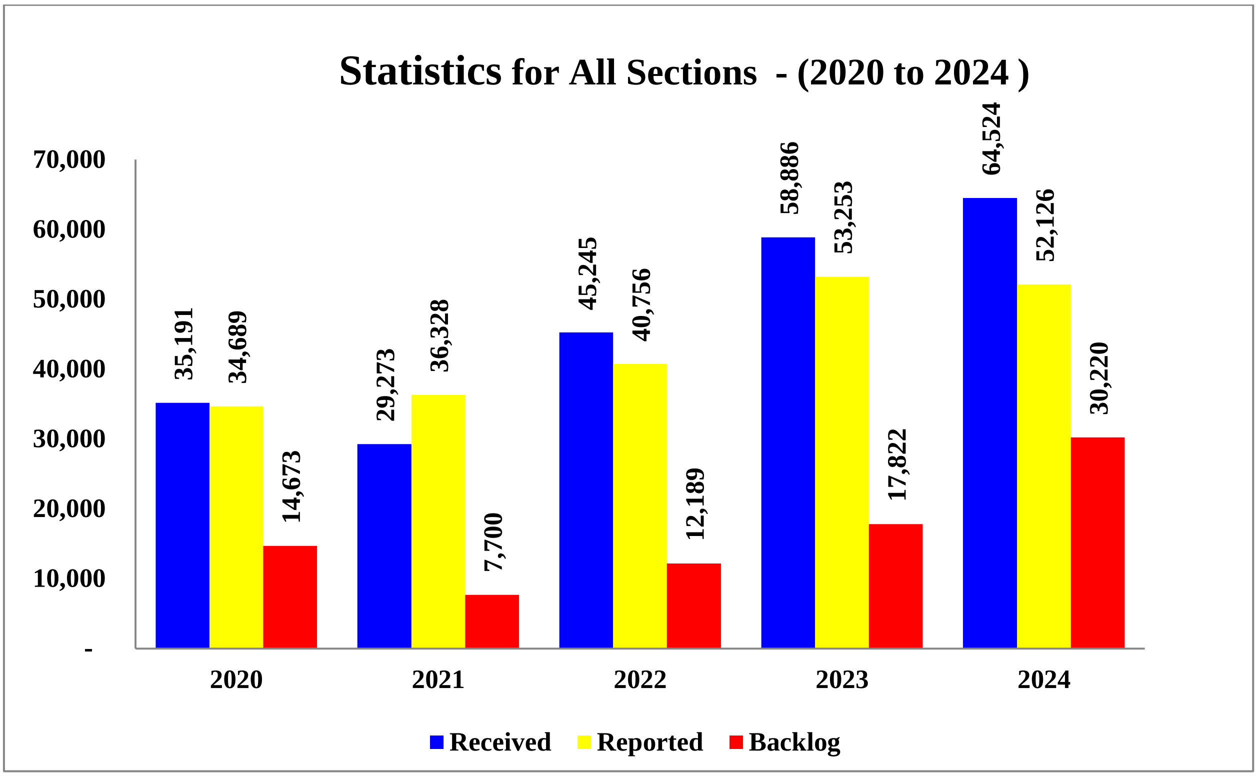
Description	Year	
	2023	2024
Number of court productions received	58,886	64,524
Number of analytical reports issued	53,253	52,126

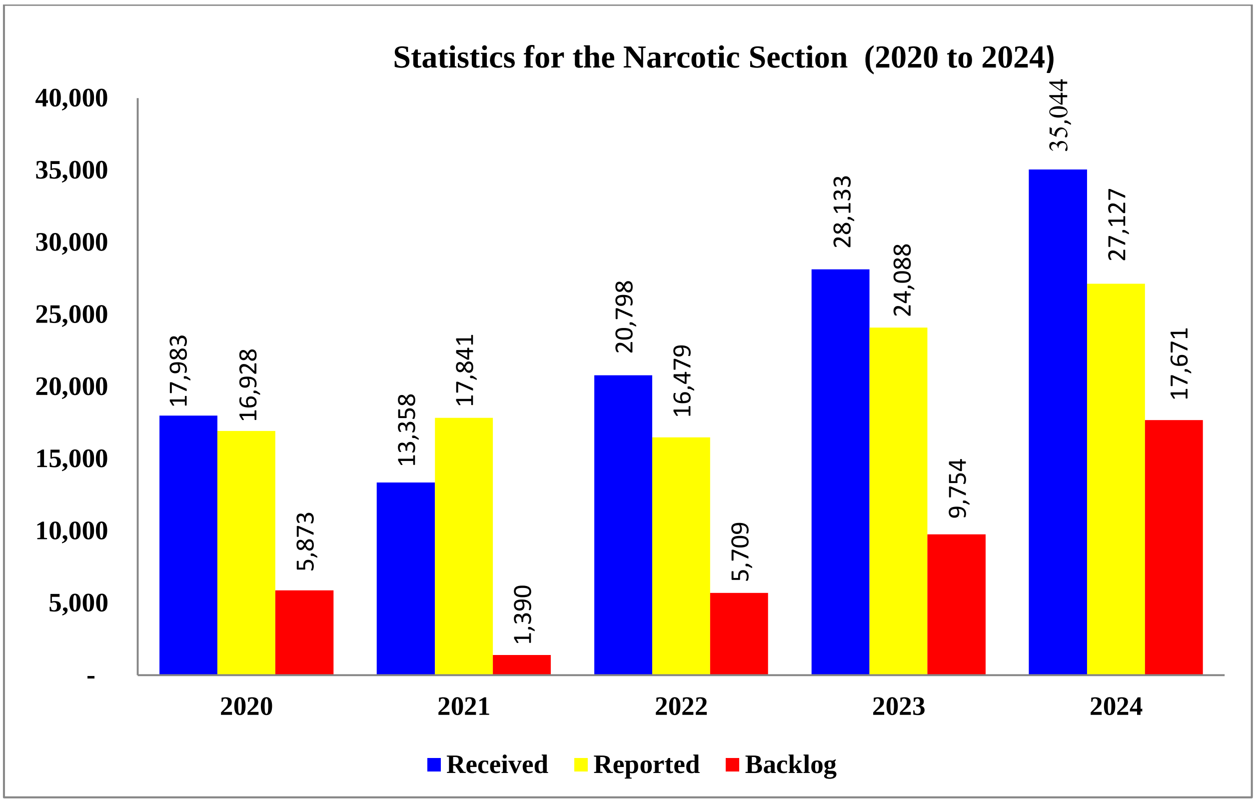
Division	Laboratory	Number of court productions in respect of which analytical reports are pending as at 01.01. 2024.	Number of court productions received	Number of analytical reports issued	Number of court productions in respect of which analytical reports are pending as at 31.12. 2024
Forensic Science Division	Drugs and Psychotropic Substances	9,754	35,044	27,127	17,671
	Firearms and Ballistics Science	315	557	301	571
	Explosives and Fires	125	608	381	352
	Forensic Toxicology (Poisons)	1,139	2,903	1,819	2,223
	Forensic Serology	3,221	2,172	1,393	4,000
	Questioned Documents	172	812	726	258
	Digital Crimes	1,157	1,143	833	1,467
	Various court productions	354	933	866	421
Total		16,237	44,172	33,446	26,963
Food Science Division	Alcohol	1,453	11,599	9,824	3,228
	Alcohol and Tobacco	92	3,210	3,302	-
	Food samples under the Food Act	30	4,016	4,024	22
	Different types of food	10	1,527	1,530	7
Total		1,585	20,352	18,680	3,257
Grand Total		17,822	64,524	52,126	30,220

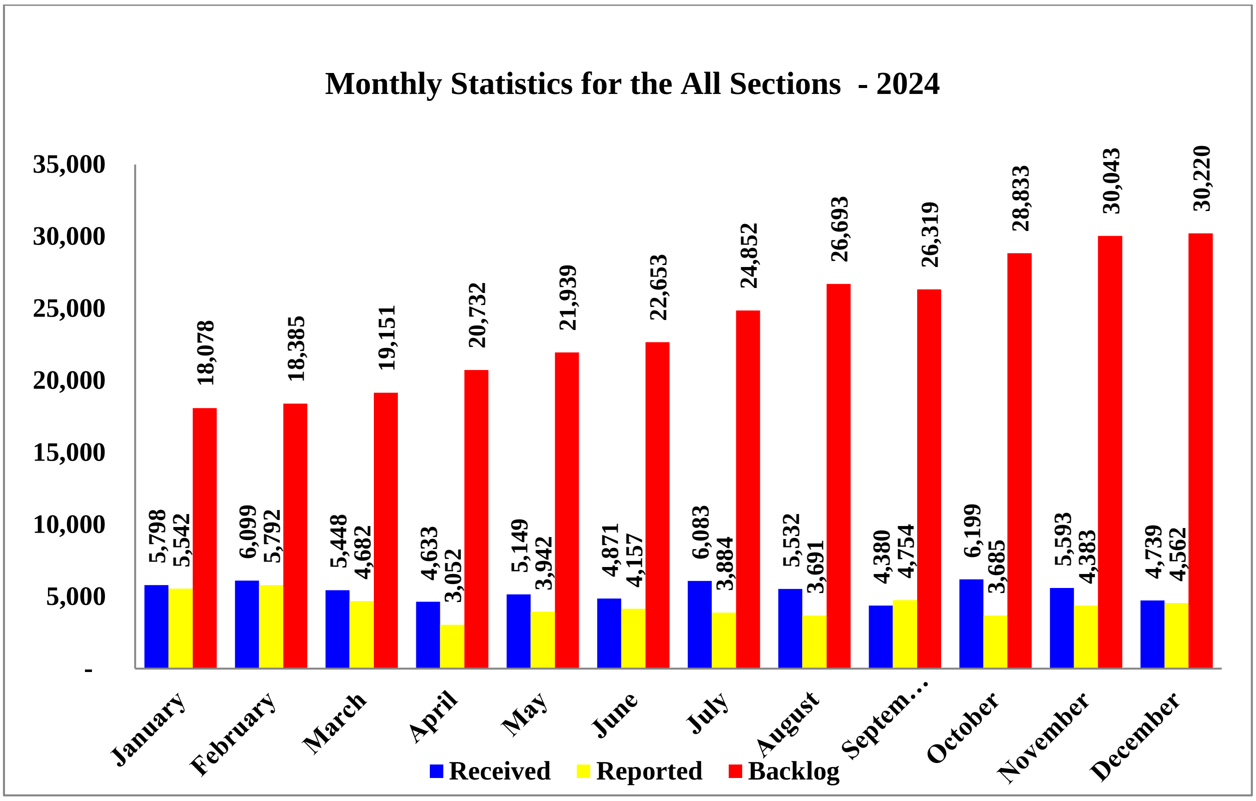
Functions discharged in addition to analytical work

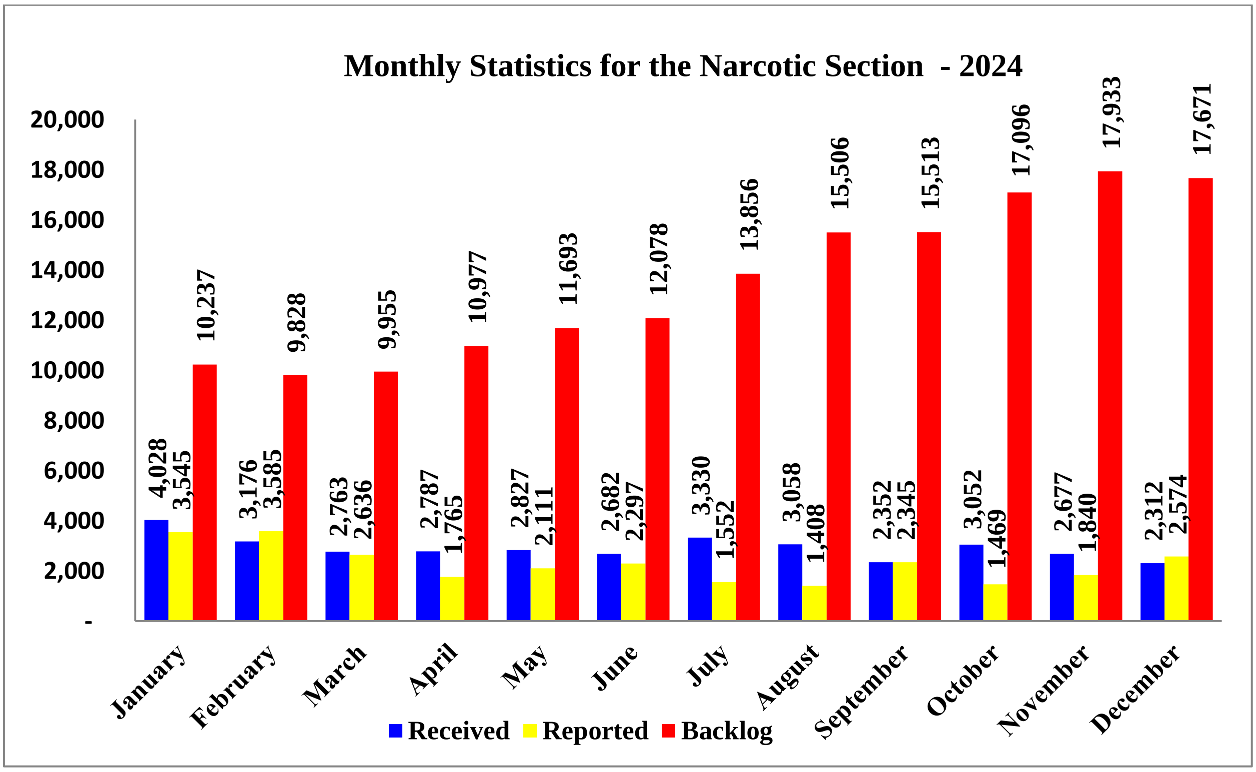
Functions	Number of days
Attendance for testifying evidence in courts	279 days
Crime scene visits	475 days
Holiday allowances and overtime pay	779 days and 397.2 hours
Special VIP and diplomatic food tests attended by officials of the Toxicology Division	23 Officer days
Delivering lectures	33 days

Local training	526 Officer days
Foreign training	188 Officer days
Foreign conferences	02
Officers proceeding abroad (United Kingdom) for postgraduate studies	02
Officers proceeding abroad (Korea) for postgraduate studies	08






Monthly Statistics for the All Sections - 2024
35,000
30,000
25,000
20,000
15,000
10,000
5,000
-
5,798
5,542
18,078
6,099
5,792
18,385
5,448
4,682
19,151
4,633
3,052
20,732
5,149
3,942
21,939
4,871
4,157
22,653
6,083
3,884
24,852
5,532
3,691
26,693
4,380
4,754
26,319
6,199
3,685
28,833
5,593
4,383
30,043
4,739
4,562
30,220
January
February
March
April
May
June
July
August
Septem…
October
November
December
Received
Reported
Backlog


Monthly Statistics for the Narcotic Section - 2024
20,000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
4,028
3,545
10,237
3,176
3,585
9,828
2,763
2,636
9,955
2,787
1,765
10,977
2,827
2,111
11,693
2,682
2,297
12,078
3,330
1,552
13,856
3,058
1,408
15,506
2,352
2,345
15,513
3,052
1,469
17,096
2,677
1,840
17,933
2,312
2,574
17,671
January
February
March
April
May
June
July
August
September
October
November
December
Received
Reported
Backlog

1. Reduction of the number of court productions pending for analysis

It is very important to submit analytical reports on court productions without delay. For this purpose, it is essential to fill the vacancies fallen in the Sri Lanka Scientific Service within the approved staff of the Department. As of 31.12.2024, 21 posts of Assistant Analysts have fallen vacant and requests have been made seeking approval for recruitment. Furthermore, staff consisting of 121 posts have also fallen vacant within the approved cadre of the Department, which we point out directly harms the performance of the Department. Moreover, the receipt of court productions has risen by 10% in the year 2024 compared to the year 2023 and in the existing severe dearth in the staff, the completion of the analysis and submission of analytical and testing reports have decreaseed by about 02% relative to the year 2023.

In order to deal with the court productions received as a matter of routine coupled with the baglog of court productions already pending for completion of analytical and testing reports as described above, officers had to work overtime in addition to working several additional hours on weekdays and even on public holidays.

2. Establishment of a Research and Development Division

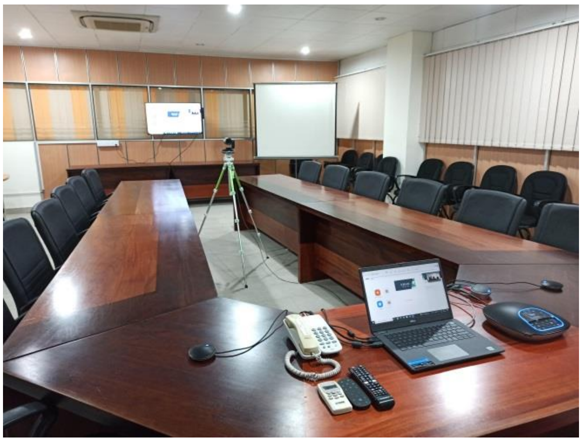
Knowledge of the latest scientific methods is very important for the work of the Department. New drugs and chemicals are being added into use daily and it is necessary for the officers attached to Department to have adequate awareness of these situations. For this, local as well as foreign training and postgraduate study opportunities should be provided to the officers of the Sri Lanka Scientific Service.

3. Disposal of samples submitted by the courts

Delay experienced in reaching a final decision of a given court case in the judicial system in the country ordinarily leads to delay in the process of removal of court productions in respect of which the investigation has been completed. Due to the high volume of court productions being received as a matter of routine, the lack of adequate storage facilities to store them becomes one of the serious issues. For this reason, a system needs to be developed to remove the analysed and reported court productions from the Department premises in a timely manner. A discussion in this regard has been held with the Inspector General of Police and a request has been made to develop a systematic procedure for removing such court productions. Currently, police officers are removing court productions in compliance with court orders. In 2024 alone, 15,000 pieces of court productions belonging to the Narcotics and Psychotropic Substances Division were removed.

4. Testifying expert evidence via video technology.

It is very important to establish a system for expeditiously adducing evidence through online video technology to minimize the issues that may arise owing to officers of the Department are appearing before courts located throughout the country for giving evidence. As a preliminary initiative, two sets of video technology equipment were provided to the Department by the Ministry of Justice and the UNDP project and they have already been installed in the Department.



Under this system, if the officers of the Sri Lanka Scientific Service of the Department may testify their expert evidence to various courts located across the country, the time spent on physical attendance by them will be greatly reduced allowing them to use their time more effectively for official duties, and it seems that government expenses can be relatively minimized in consequence of this initiative.

5. Application of information and communication technology

The application of information and communication technology enabling to manage the ever-increasing receipt of court productions will have an impact on advancement of productivity. The *Information and Communication Technology Agency* (ICTA) is expected to provide this operational software as a two-phase project and in 2024, this initiative was implemented as a pilot project.

6. Installation of a computer software for the management of analytical work in the laboratories

This expects to establish a system ensuring to effectively handle the samples submitted and laboratory information in respect thereof.

7. Infrastructure development

The project entitled "Support To Justice Sector Project (JURE)" was initiated in concurrence with the the Ministry of Justice, Prison Affairs and Constitutional Reforms and in collaboration with the United Nations Development Programm (UNDP) The project was scheduled to run until 2025, and as the first step of the project, financial support was provided to recruit 15 Scientific Officers on a contract basis with the aim of analyzing and finalizing the huge quantity of court productions accumulated in the Department. Accordingly, out of those 15 Officers, 06 Officers were attached to the Narcotics and Psychotropic Substances Laboratory, 04 Officers to the Forensic Serology and DNA Laboratory, 03 officers to the Forensic Toxicology Laboratory and 02 Officers to the Computer and Digital Crime Analysis Laboratory. After the attachment of those officers in such manner, in the year 2024, those officers to the Forensic Toxicology Laboratory analyzed 104 pieces of court productions and the Narcotics and Psychotropic Substances Laboratory was able to analyze approximately 3,480 pieces of court productions. Furthermore, the Forensic Serology and DNA Laboratory assisted the officers of the Sri Lanka Scientific Service in analyzing 627 pieces of court productions. Moreover, the Computer and Digital Crime Analysis Laboratory analyzed 87 pieces of court productions.

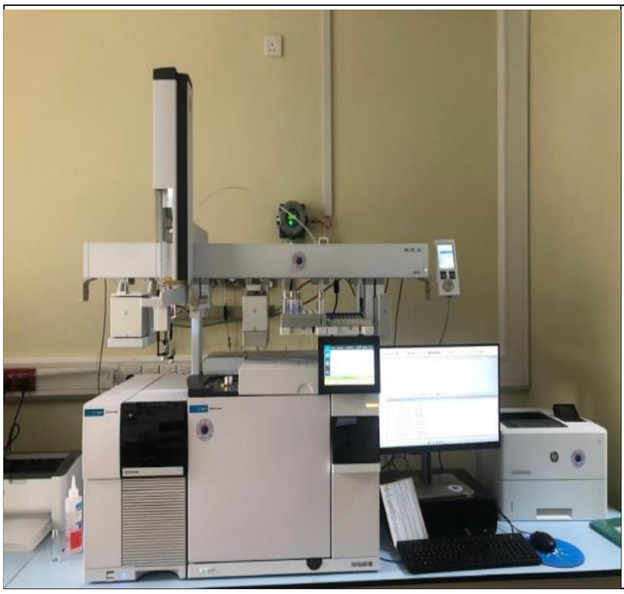
During the year 2024, a financial contribution in a sum of Rs. 15,309,961.44 was given under foreign grants by the the JURE project. This was used to pay the salaries of Scientific Officers recruited on a contract basis and to settle the costs of acquiring software for laboratories and accreditation activities. However, UNDP acted to suspend this support from 30th September, 2024 after deciding not to provide financial contributions for this nature of recurrent expenditure.

Furthermore, the infrastructure of the Department was developed under a foreign grant worth $ 4.5 million for the period commencing from 2023 until 2025 under the KOICA project with the aim of strengthening the capacity to conduct forensic analyses in criminal justice. Under this initiative, laboratory renovation works worth Rs. 50,546,868.00 were carried out for the Narcotics Laboratory and the Toxicology Laboratory apart from the laboratory equipment worth Rs. 329,226,889.00 were donated. In addition, laboratory furniture, computers and a Server system to the value of Rs. 85,768,242.00 were also added. Furthermore, chemicals, chemical standards and consumables to the value of Rs. 68,684,474.00 were also included in this grant. Accordingly, photographs and brief descriptions of several laboratory equipment received by the Department in relation to this project are given below.

<u>Equipment received as a grant in 2024</u>

Forensic Toxicology Division

The KOICA project expanded the Forensic Toxicology Laboratory and provided new equipment and instruments. Under the expansion of the Laboratory, All necessary items of utilities such as electricity, gas piping system required for the operation of the equipment, laboratory tables and chairs, etc. were provided under the expansion of the Laboratory.



Solid Phase Micro Extraction – Gas Chromatography
Mass Spectrometer (SPME – GC/MS)

Under the KOICA project, a Solid Phase Micro Extraction (SPME) Gas Chromatography Mass Spectrometer (GC/MS) machine, which operates using modern fiber technology, was received as a donation to facilitate the analytical work of the Forensic Toxicology Laboratory. This technology is used to detect drugs with small molecular weights in blood and urine samples. (e.g. ice, methamphetamine, MDMA, Ketamine) In addition to SPME technology, this device is used to analyze toxins and drugs in samples in both liquid and gaseous forms.

Automated Solid Phase Extractor – (SPE)

The Solid Phase Extractor equipment received under the KOICA project is used for automated extraction in the sample preparation process done before sending them to high-tech equipment to automatically test for drugs and toxins contained in blood and urine samples. Since these devices operate automatically, large quantities of samples can be processed at once with minimal human labor hours

Nitrogen Evaporator

The Nitrogen Evaporator equipment was received under the KOICA project and is used to increase the concentration and dry the samples when performing sample analysis using gas chromatography and liquid chromatography methods. This method involves passing a stream of nitrogen gas through the sample to obtain a more concentrated sample. This method is more useful in the analysis of biological samples.

<u>Headspace – Gas Chromatography</u>

Furthermore, a Headspace – Gas Chromatography instrument was donated under this project. This instrument allows for the quantitative identification of alcohols (e.g. ethanol, methanol) in blood and urine samples.

<u>Cobas Chemistry Analyzer</u>

This is another piece of equipment received by the Forensic Toxicology Division under the KOICA project. This equipment is used to perform basic tests to identify whether the presence of drugs in urine samples.

<u>Biosafety Cabinet</u>

This is another device received under the KOICA project used to protect employees from the biological hazards of samples sent for analysis to the Forensic Toxicology Laboratory.

Freezer and Refrigerator

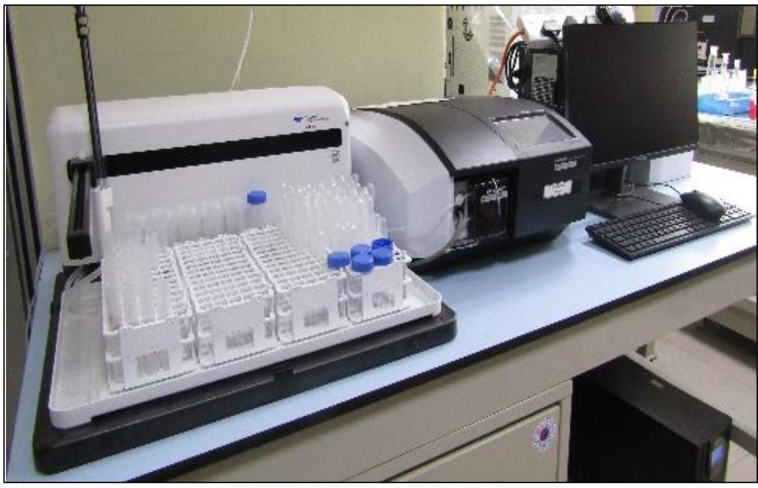
This is another device received under the KOICA project to the Forensic Laboratory so as to store essential chemicals and samples used for analytical work under specified temperature conditions. (-20 oC and 4 oC) Three freezers and four refrigerators were received under this project.

Improved laboratory.

Since the space currently allocated for the Narcotics Division is not sufficient, an additional laboratory (Instrument Laboratory) was established in a part of the space allocated for the previous library premises with the generous assistance of the KOICA project. This laboratory constructed at a cost of Rs. 50,546,868.00 that is equipped with most modern laboratory facilities.

Liquid Chromatography – Tandem Mass Spectrometry (LC – MS/MS

This device equipped with an accurate, modern and advanced technology is used to identify and confirm illicit narcotics and psychotropic drugs. This is particularly useful for the analysis of New Psychoactive Substances (NPS). Along with the receipt of LC – MS/MS instrument, four officers were also given special training on its technology and use.



UV-Vis Spectrophotometer

This equipment is a donation from the United Nations Office on Drugs & Crime (UNODC) to enhance analytical capacity in the drug sector. This equipment is used for qualitative and quantitative analysis of narcotics and psychotropic substances.

Notable cases among the court productions received by the Department for analysis in 2024.

Food Division

Last year, the Food Laboratory conducted analyses on 715 rice samples and 337 lentil samples over the course of one month. The purpose of this examination was to determine the suitability for human consumption of these rice and lentil donated to the country.

Narcotics Division

In 2024, the Narcotics Division recorded a total of 35,044 court productions, which is the highest volume of court productions the Narcotics Division has ever received. Additionally, the Division accepted and analyzed 06 pieces of court productions pertaining to heroin and methamphetamine, with weights ranging from 100 to 400 kilograms.

The inquiry into the unexpected fatalities of individuals in a residence in Malabe area following a brief illness, revealed through analysis conducted by the Government Analyst that the site was involved in the illicit production of methamphetamine.

In the Thawadi region of the Jaffna District, authorities conducted an inspection of an illicit drug manufacturing site, where it was verified that the facility was engaged in the production of illegal methamphetamine.

The imported, processed, and questionable food products were presented to the Narcotics Division, where analyses revealed the presence of components from the cannabis plant within these items. Pasta made with hemp flour and candy infused with hemp were created using cannabis plant derivatives (Hemp Oil). Consequently, this marked the first identification of food products containing parts of the cannabis plant at the Narcotics Laboratory in 2024.

When the examined and disposable court materials were incinerated in a specially designed facility in the Puttalam region, officers from the Narcotics Division offered their expert support.

Questioned Documents Division

In 2024, the Questioned Documents Division received nearly 2,000 pieces of court productions for analysis, with numerous instances that sparked significant controversy across the nation.

1. A handwriting analysis conducted for those who were involved in the disclosure of certain questions from the Question Paper for the Grade 5 Scholarship Examination held in 2024 .

2. The case concerning immunoglobulin at the Ministry of Health presently pending trial in the Magistrate's Court at Maligakanda. This involves the verification of the signatures and handwriting of the officials the Ministry associated with the documents pertinent to this criminal matter.

3. Carrying out handwriting analyses for individuals involved in the ONMAXDT scheme, which has been classified as an illegal pyramid scheme by the Central Bank of Sri Lanka.

4. Carrying out inquiries to locate individuals necessary for repatriating the drug traffickers who are currently evading capture in Dubai.

5. Conducting examinations of handwriting and signatures in connection with those against whom allegations were leveled regarding the retaining and referral for consumption while ensuring that the palm oil which had been ordered for destruction due to its unfit condition for consumption.

Forensic Serology and D. N. A. Laboratory

1. In the course of the investigation into the enigmatic mass murder that transpired in the Chilaw region, a thorough examination of the crime scene was carried out to ascertain the identities of the deceased victim and to evaluate the potential involvement of external parties in the incident. Additionally, samples were collected for DNA analysis.

2. A person implicated in multiple fraud and corruption cases in the Negombo area had clandestinely emigrated to Dubai using a passport designed to obscure his identity, where he subsequently died in an incident. In light of the fact that the deceased's wife was required to account for his fraudulent and corrupt activities, suspected body parts have been dispatched to this country. Following a pertinent court order, these body parts, along with biological samples from the deceased's daughter, mother, and wife, have been forwarded to the DNA Division of the Government Analyst's Department to verify the individual's identity through DNA testing.

   Based on the findings from the DNA analysis, it has been established that the individual whose body parts were dispatched from the State of Dubai is male. Furthermore, it has been confirmed that he was the biological father of the daughter mentioned in this case and the biological son of the aforementioned mother.

03. A newborn at Matara Hospital has tragically died during birth and it has been reported that the infant was interred without being presented to the mother or family members. In this instance, an investigation was initiated following a complaint lodged by the mother and other concerned relatives about the burial of the deceased infant without their opportunity to view the body. During the inquiry, a body believed to be that of the deceased infant was discovered in a waste disposal lorry. Subsequently, the court by an order directed that the body suspected to be that of the deceased baby found in a lorry used for waste disposal be sent to the DNA Division of the Government's Department for further examination. Biological samples from both the mother and father of the complainant party, believed to belong to the deceased infant, were submitted for analysis. The results of the DNA examination confirmed that the body of the baby discovered in the garbage disposal truck was indeed the biological offspring of the complainant party parents.

04. The remains of an individual who was both murdered and set ablaze in a cab have been discovered within the Medirigiriya Police Division. The dismembered body parts of the victim have been forwarded to the DNA Division of the Government Analyst's Department for the purpose of establishing the identity of the deceased. The investigations into the disappearance of the deceased individual have led to the collection of biological samples from his children and wife, who were believed to be related to the person discovered by the police. These samples have been submitted for DNA testing. The results of the pertinent DNA tests have confirmed that the charred remains discovered in the aforementioned cab were those of the biological father of the children.

Toxicology Division

01. An on-site scene inspection of the incident resulting in the deaths of two individuals due to a chemical leak at an unlawfully operated drug manufacturing facility in the Malabe area was conducted. The process included the analysis of air samples and the examination of biological specimens from the pertinent individuals to identify the drugs present within them.

02. Five fishermen aboard a fishing vessel consumed a liquid contained in a bottle that was adrift in the ocean. As a result, four of the fishermen lost their lives, while one managed to survive. Biological samples from the fishermen involved in this incident were subsequently analyzed.

Explosives and Fire Investigation Division

01. On 11.03.2024, an inquiry was carried out regarding a fire that occurred at a residence situated at 11th Post, Karandagolla, Ella, which resulted in the death of the homeowner. The investigation established that the fire was intentionally ignited using petrol.

02. On 30.06.2024, an investigation was carried out regarding the fire damage sustained by the Agra Restaurant, situated at No. 100, Sri Lanka Foundation Mawatha, Colombo 07. The investigation revealed that the fire originated due to improper attachment of the rubber tube to the gas cylinder regulator in the restaurant's kitchen, or as a result of damage to the rubber tube near the regulator. This led to a leakage of liquid petroleum gas, which was subsequently ignited by the flame from the oven.

03. On 15.10.2024, an investigation was conducted into the incident of a boiler explosion at the Hayleys Private Limited "Hecab" factory located at Beatrice Watta, Badalgama, Negombo Road. This tragic incident resulted in the death of one person and left 18 others hospitalized with injuries. The investigation revealed that the explosion was caused by a significant rise in the pressure of the boiler that supplies steam for various operations.

04. On 20.10.2024, an investigation was conducted at the sight of a burnt house where charred remains believed to be belong to occapants of No. 87/05, Sinhapura Road, Chilaw were discovered. The findings indicated that the fire had been intentionally ignited.

05. On 04.12.2024, an inquiry was carried out regarding the death of Thangavel Krishnakumar, an employee who came into contact with an electric fence designed to deter animals from accessing the Kavidas Land situated in Ramboda Estate, Ramboda. It was established that the electric fence was powered by high voltage direct current sourced from solar panels, batteries, a high voltage generator, and a pulse maker. The frequency produced by the pulse generator was determined to generate a current potent enough to be lethal to a human.

04. General information

- Improving the environment for the optimal functioning of the Government Analyst's Department.

- Reducing the number of court productions whose analysis could not be completed.

    In order to significantly reduce the analysis of the number of court productions currently collected for analysis, at least 50 officers of the Scientific Service should be recruited. Accordingly, the Department expects to request approval under M.R. 71 in the future for 29 further posts in addition to the 21 posts currently fallen vacant. Other staff vacancies should also be filled forthwith. By doing so, it will be possible to minimize the prison overcrowding and make the process of administering justice more efficient.

- As of of 31.12.2024, there are a total of 121 vacancies within the entire staff, which includes 21 positions for officers in the Sri Lanka Scientific Service.

- If these positions remain unfilled for an extended period, the resulting delay in the preparation of analytical reports will hinder the timely delivery of the process of administration of justice and hardly contribute to prison overcrowding. Furthermore, this situation will negatively impact on the overall performance of the Department.

- 59% of the 64,524 court productions received this year have been completed by 31.12.2024. However, due to the significant increase in the number of court productions placed at the Narcotics Laboratory, the number of court productions remaining unanalyzed is on the increase. The Drug Laboratory receives over 2500 pieces of court productions per month and has to allocate significant time for tasks such as acceptance of court productions, analyzing court productions and returning them upon completion of analyses, preparing reports and signing them. Therefore, only limited period of time is left for analysis in a typical 08-hour work day. Furthermore, senior officials regularly appear in court to provide expert evidence for reports issued by them. Due to these circumstances, it was a challenge for the Narcotics Division to complete more than 1500-1750 reports per month, even with dedicated work on holidays and outside of normal course of office hours. Hence, it is very clear that additional officers need to be deployed in this Division. Accordingly, the assistance of university trainee undergraduate to the officers was also sought to expedite the issuance of reports. Consequently, the Narcotics Division was capable of generating approximately 2,500 reports each month. Without this output, the growing volume of court productions cases would not be manageable in an effective manner.

As the volume of court productions rises, it becomes necessary to augment the quantity of equipment accordingly. In addition, there is a requirement to increase the number of personnel in line with such expansion. Furthermore, given the constraints of laboratory space, it is imperative to expand the existing building facilities as well.

P.S.K. Rajapaksa
Government Analyst

Chapter 03

Overall Financial Performance

3.1 Statement of Financial Performance

					ACA -F
Statement of Financial Performance					
for the period ended 31st December 2023					
Budget 2023		**Note**	**Actual**		
			2024	**2023**	
Rs.			**Rs.**	**Rs.**	
	Revenue Receipts				
-	**Income Tax**	**1**	-	-	
-	**Taxes on Domestic Goods & Services**	**2**	-	-	
-	**Taxes on International Trade**	**3**	-	-	**ACA-1**
-	**Non Tax Revenue & Others**	**4**	-	-	
-	**Total Revenue Receipts (A)**		-	-	
-	**Treasury Imprests**		-	-	
	Deposits				
-	**Advance Accounts**				
-	**Other Main Ledger Receipts**		645,517,091	690,816,450	**ACA-3**
-	**Total Non Revenue Receipts (B)**		81,801,317	12,099,750	**ACA-4**
-	**Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)**		9,493,176	11,110,429	**ACA-5**
	Remittance to the Treasury (D)		-	-	
-	**Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)**		**736,811,584**	**714,026,629**	
-	**Less: Expenditure**		736,811,584	714,026,629	
	Recurrent Expenditure		7,046,973	2,622	
	Wages, Salaries & Other Employment Benefits	**5**	**729,764,611**	**714,024,007**	
	Other Goods & Services	**6**			
	Subsidies, Grants and Transfers	**7**			
	Interest Payments	**8**			
225,835,000	**Other Recurrent Expenditure**	**9**			
566,589,000	**Total Recurrent Expenditure (F)**				
4,000,000	**Capital Expenditure**				
	Rehabilitation & Improvement of Capital Assets	**10**	2,890,790		

686,711,000				3,550,920	
-	**Acquisition of Capital Assets**	**11**	587,385,576	162,910,813	
-	**Capital Transfers**	**12**	-	-	**ACA-2(ii)**
16,200,000	**Acquisition of Financial Assets**	**13**	-	-	
-	**Capacity Building**	**14**	16,138,210	8,930,490	
706,911,000	**Other Capital Expenditure**	**15**	-	-	
-	**Total Capital Expenditure (G)**		**606,414,576**	**175,392,223**	
-					
-	**Deposit Payments**		25,884,526	9,582,125	**ACA- 4**
-	**Advance Payments**		9,460,938	8,217,486	**ACA-5**
-	**Other Main Ledger Payments**		-	-	
-	**Total Main Ledger Expenditure (H)**		**35,345,464**	**17,799,611**	
-					
-	**Total Expenditure I = (F+G+H)**		1,274,589,181	859,582,195	
-					
-	**Balance as at 31st December J = (E-I)**		**(544,824,570)**	**(145,558,188)**	
-	**Balance as per the Imprest Reconciliation Statement**		(544,824,570)	(145,558,188)	**ACA-7**
-	**Imprest Balance as at 31st December**		887,234	-	**ACA-3**

3.1 Statement of Financial Performance

3.2 Statement of Financial Status

ACA-P

Statement of Financial Position
As at 31st December 2024

	Note	Actual 2024 Rs	Actual 2023 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	3,266,024,462	2,715,305,272
Financial Assets			
Advance Accounts	ACA-5/5(a)	19,534,186	19,566,424
Cash & Cash Equivalents	ACA-3	887,234	-
Total Assets		3,286,445,882	2,734,871,696
Net Assets / Equity			
Net Worth to Treasury		(39,328,350)	16,620,678
Property, Plant & Equipment Reserve		3,266,024,462	2,715,305,272
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	58,862,536	2,945,746
Unsettled Imprest Balance	ACA-3	887,234	-
Total Liabilities		3,286,445,882	2,734,871,696

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 01 to 35 and Annexures to accounts presented in pages from 36 to 62 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
Name : Ayesha Jinasena, P.C.
Designation : Secretary, Ministry of Justice and National Integration, No: 19, Sri Sangaraja Mawatha, Colombo 10.
Date : 28/02/2025.

Accounting Officer
Name : P.S.K. Rajapakse
Designation : Government Analyst, Government Analyst's Department, No. 31 Isuru Mawatha, Pelawatta, Battaramulla
Date : 25.02.2025

Chief Financial Officer/ Chief Accountant/ Director (Finance)/ Commissioner (Finance)
Name : N.P. Iresha Udayanganee
Designation : Chief Accountant, Government Analyst's Department, No. 31, Isuru Mawatha, Pelawatta Battaramulla
Date : 26/02/2025

3.3 Statement of Cash Flows.

		ACA-C
Statement of Cash Flows for the Period ended 31st December - 2023		
	Actual	
	2024	**2023**
	Rs.	**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	50,030,954	65,190,999
Imprest Received	645,517,091	690,816,451
Recoveries from Advance	8,928,628	8,777,574
Deposit Received	23,434,931	12,099,751
Total Cash generated from Operations (A)	**727,911,604**	**776,884,775**
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	560,878,233	663,136,768
Subsidies & Transfer Payments	1,533,286	1,657,669
Expenditure incurred on behalf of Other Heads	15,500,691	4,650,055
Imprest Settlement to Treasury	7,046,973	2,622
Advance Payments	9,464,938	8,217,486
Deposit Payments	25,884,526	9,582,126
Total Cash disbursed for Operations (B)	**620,308,647**	**687,246,726**
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	**107,602,957**	**89,638,049**
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	249,556	164,345
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	249,556	164,345
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other	106,965,279	

Investment		89,802,394
Total Cash disbursed for Investing Activities (E)	**106,965,279**	**89,802,394**
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)		
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	**(106,715,723)**	**(89,638,049)**
Cash Flows from Financing Activities		
Local Borrowings	**887,234**	**-**
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)	**887,234**	**-**
Opening Cash Balance as at 01st January	**-**	**-**
Closing Cash Balance as at 31st December	**-**	**-**

3.4 Notes of the Financial Statements

Basis of Reporting.

1) Basis of Preparation of 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.

2) Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2024.

3) Basis of Measurement

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

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

4) Recognition of Revenue

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

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

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

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

6) Property, Plant and Equipment Reserve

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

7) Cash and Cash Equivalents

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

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

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

\

3.5 Performance of the Revenue Collection

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amount (Rs.)	As a % of Final Revenue Estimate
20.02.01.01	Building Rent	150,000	150,000	249,556.09	166%
20.03.02.99	Other	20,000,000	20,000,000	33,901,732.00	170%
20.03.99.00	Other	1000,000	550,000	5,483,683.60	997%
20.02.02.99	Other (Interest)	750,000	750,000	1,184,629.86	158%
20.04.01.00	Other	-	-	9,403,879.84	
20.03.01.00	Other	-	14,000	57,029.00	407%

3.6 Performance of Utilization of Allocation

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	847,500,000	794,424,000	632,829,141	79%
Capital	545,000,000	706,911,000	606,414,576	86%
Total	1,392,500,000	1,501,335,000	1,239,243,717	82%

3.7 Grant of Allocations to this Department

Serial No	Allocation Received from which Ministry/Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
Not Relevant						

3.8 Performance of the Reporting of Non-Financial Assets

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	1,150,546,868	1,150,546,868	-	100%
9152	2.1 Motor Vehicles	124,506,796	124,506,796	-	100%
9152	2.2 Machinery and Equipment	1,907,970,799	1,907,970,799	-	100%
9153	Land	83,000,000	83,000,000	-	100%
9154	Intangible Assets	-	-	-	-
9155	Biological Assets	-	-	-	-
9160	Work in Progress	-	-	-	-
9180	Lease Assets	-	-	-	-

Chapter 04

Performance Indicators

Performance Indicators of the institute

Indicators	Target in2024	Actual output as a percentage (%) of the expected output
Completing the issuance of reports for products/samples/experiments received during the year.	90%	101%
Completing the issuance of the reports for uncompleted products/ samples/experiments during the current year of conversion.	100%	114%
Renovating two laboratories	100%	100%
Capacity development as per the human resource development plan.	100%	67%

Chapter 05

Sustainable Development Goals

Performance of the Achieving Sustainable Development Goals

Goal/Objective	Targets	Indicators of the achievement	Progress of the Achievement to date
By the time of 2030, to promote peace, justice and strong institutions, ensuring that scientific reports, generated after analyzing case evidence, are provided to law enforcement agencies within a maximum period of three months.	Promoting a peace and all included society for sustainable development, Providing justice for all, and establishing a effective, responsible and completed institutions for all the levels.	Completing the issuance of the reports of received products/samples/experiments.	101%
		Completing the issuance of the reports for uncompleted products/samples/experiments during the current year of conversion.	114%
		Issuing of reports pertaining to the crime scene visits in due time.	100%
		Renovating two laboratories	100%
		Capacity development as per the human resource development plan.	67%

Chapter 06

Human Resources Profile

6.1 Cadre Management

Levels of Officers	Approved Number	Actual Number
Senior Level	125	92
Tertiary Level	10	04
Secondary Level	136	70
Primary Level	84	67
Total	355	233

6.2 Shortage or Excess in Human Resources

	Designation	Service	Grade	Salary Code	Approved Cadre			Existing Cadre				Vacancies
					Permanent	Contract	Casual	Permanent	Contract	Casual	Other (Acting)	
1	Government Analyst	SLSS	Sp.	SL 3	1	-	-	1	-	-	-	0
2	Additional Government Analyst	SLSS	Sp.	SL 3	2	-	-	1	-	-	1	0
3	Government Examiner of Questioned Documents	SLSS	Sp.	SL 1	1	-	-	-	-	-	1	1
4	Deputy Government Analyst	SLSS	I	SL 1	8	-	-	2	-	-	4	6
5	Deputy Government Examiner of Questioned Documents	SLSS	I	SL 1	2	-	-	1	-	-	1	1
6	Director (Administration)	SLAS	I	SL 1	1	-	-	0	-	-	1	1
7	Chief Accountant	SLAcS	I	SL 1	1	-	-	1	-	-	-	0
8	Internal Auditor	SLAcS	II/III	SL 1	1	-	-	0	-	-	-	1
9	Senior Asst. Government Analyst/Assistant Government Analyst	SLSS	II/III	SL 1	93	-	-	77	-	-	-	16
10	Senior Asst. Govt. Examiner of Questioned Document/Asst. Govt. Examiner of Questioned Document	SLSS	II/III	SL 1	14	-	-	9	-	-	-	5
11	Accountant	SLAcS	II/III	SL 1	1	-	-	0	-	-	-	1
	Senior Level Total				**125**	-	-	**92**	-	-	**8**	**32**
12	Laboratory Assistant (Supra)	SLTS Supra	Sp.	MN - 7	5	-	-	0	-	-	-	5
13	Administrative Officer	PMAS Supra	Sp.	MN - 7	1	-	-	1	-	-	-	0

14	Translator	TS	III	MN - 6	2	-	-	2	-	-	-	0
15	Sri Lanka Information Technology Officer		II	MN - 6	2	-	-	1	-	-	-	1
	Tertiary Level Total				**10**	**0**	**0**	**4**	**0**	**0**	**0**	**6**
16	Experimental Officer	Dept	I/II/III	MN - 4	1	-	-	1	-	-	-	0
17	Development Officer	POS	I/II/III	MN - 4	22	-	-	9	-	-	-	13
18	Librarian	SLGLS	I/II/III	MN - 3	1	-	-	0	-	-	-	1
19	Laboratory Assistant	Dept	I/II/III	MN - 3	50	-	-	32	-	-	-	18
20	Technical Officer	Dept	I/II/III	MN - 3	1	-	-	0	-	-	-	1
21	Management Service Officer	PMAS	I/II/III	MN - 2	36	-	-	20	-	-	-	16
22	Typist	Dept	I/II/III	MN - 2	15	-	-	5	-	-	-	10
23	Sri Lanka Information Technology (Assistant)	Dept	I/II/III	MT-1	10	-	-	3	-	-	-	7
	Secondary Level Total				**136**	**0**	**0**	**70**	**0**	**0**	**0**	**66**
25	Drivers	DS	Sp/I/II/III	PL-3	21	-	-	18	-	-	-	3
26	Lab Assistant	Dept	I/II/III	PL-2	12	-	-	3	-	-	-	9
27	Building Maintenance Assistant	Dept	I/II/III	PL-2	2	-	-	0	-	-	1	2
28	Library Attendant	Dept	I/II/III	PL-2	1	-	-	1	-	-	-	0
29	Office Employee	OES	Sp/I/II/III	PL-1	38	-	-	35	-	-	-	3
30	Laboratory Oderly	Dept	I/II/III	PL-1	10	-	-	10	-	-	-	0
Primary Level Total					**84**	**0**	**0**	**67**	**0**	**0**	**1**	**17**
Total					**355**	**0**	**0**	**233**	**0**	**0**	**9**	**121**

1.1 Human Resource Development

Local and Foreign Training

SN	Name of the Officer	Designation	Training Programme	Agency and Country	Duration
1	Mrs. S.M.D.V. Mala	Senior Assistant Governemnt Analyst	Management of Pesticides and their Residues from the protection of Food Crops - ITEC	ITEC – In India	2024.01.16 – 2024.01.29
2	Mrs. L.A.W.K. Dahanayake	Senior Assistant Governemnt Analyst	Analysis of Petroleum and its Allied Products	ITEC – In India	2024.02.05 – 2024.02.23
3	Mrs. P.S.K. Rajapakshe	Add. Gov. Analyst	4th International **Symposium** of Forensic Drug Testing Lab Directors" at the Colombo plan Secretariat, Bangkok, Thailand from 29th April 2024 to 3rd May 2024.	UNODC – In Thailand	2024.04.29 – 2024.05.03
4	Mrs. M.A.K.K.P. Prerera	Deputy Government	Inter country Workshop on	WHO – In	2024.06.23

		Analyst	Enhancing Participation in CODEX Activities	India	– 2024.06.29
5	Mrs. Deepika Senevirathne	Government Analyst	Invitational training for High level officials under the training programme, 'Strengthen Capacity Building of Forensic Drug Analysis in the Criminal Justice System in Sri Lanka' **as an invitee**	KOIKA – In Korea	2024.05.21 – 2024.05.30
6	Mrs. V.S. Jayasekara	Senior Assistant Government Analyst	Invitational training on Narcotic Analysis for GAD's Staff in KOREA	KOICA – In Korea	2024.09.22 – 2024.11.18
7	Mrs. C.P.Kumarapeli	Senior Assistant Government Analyst			
8	Mrs. A.S. Saputhanthri	Senior Assistant Government Analyst			
9	Mrs. L.S. Hathurusinghe	Deputy Government Analyst	Invitational training on Toxicology Analysis for GAD's Staff in Korea (under the Project 'Strengthen Capacity Building of Forensic Drug Analysis in the Criminal Justice System in Sri Lanka – KOICA)	KOICA – In Korea	2024.11.26 – 2025.01.22
10	Mrs. C.N. Kulasekara	Senior Assistant Government Analyst			
11	Mrs. R.W.R.K. Rathnayake	Senior Assistant Government Analyst	Training programme on crime scene preservation vessels for first responders at sea by UNODC, GMCP.	UNODC, GMCP	2024.07.29 - 31
12	Mrs. L.A.W.K. Dahanayake	Senior Assistant Government Analyst		UNODC, GMCP	2024.07.24 - 26
13	Mrs. P.G.C.R. Senavirathne	Senior Assistant Government Analyst		UNODC, GMCP	2024.07.31 – 08.02
14	Mr. W.A.H. Sanjaya	Senior Assistant Government Analyst		UNODC, GMCP	2024.08.21 - 23
15	Mr. M.M.S. Premalal	Research Officer		UNODC, GMCP	2024.08.05 - 07
16	Mrs. H.N.A. Perera	Senior Assistant Government Analyst	Chemical Analysis of Drug of Abuse and Their Precursor Chemicals	ITEC – In India	2024.12.16 – 2024.12.20
17	Mr. I.A.L. Ipalawatta	Assistant Government Analyst			

SN	Name of the Officer	Designation	Training Programme	Agency and Country	Duration
1	Mrs. S.L.R. Gunawardhana	Senior Assistant Government Analyst	Forensic Sciences Marsters Degree	Sungkyunkwan University in Korea	2024.02.21 – 2024.07.22
2	Mrs. T.R.M.C.D. Menike	Senior Assistant Government Analyst			
3	Mrs. H.T.T. Priyadarshani	Senior Assistant Government Analyst			
4	Mr. P.G.P. Chandrasiri	Senior Assistant Government Analyst			
5	Mrs. L.R.T. Perera	Senior Assistant Government Analyst			
6	Mr. A.D.S. Rathnakumara	Senior Assistant Examiner of Questioned Documents			
7	Mrs. C.K. Bandara	Senior Assistant Government Analyst			

8	Mr. U.S. Premathilaka	Senior Assistant Government Analyst			
9	Mrs. E. Marasingha	Senior Assistant Government Analyst	Masters in Forensic Sciences	Strathclyde University - UK	2023.09.23 – 2024.09.12
10	Mrs. A.C. S. Dharmarathna	Senior Assistant Government Analyst	Masters in Forensic	Lincoln University – UK	2024.09.20 – 2025.09.16
11	Mr. K.A.S.I.K. Kaluarachchi	Deputy Examiner of Questioned Documents	Trainer for Document Examination Workshop in the Maldives by International Organization for Migration (IMO) (As a resource person)	IMO - Maldives	2024.10.23 – 2024.10.24

SN	Name of the Officer	Designation	Training Programme	Agency and Country	Duration
01	M.D.N.K. Vithana	Administrative Officer	Preparation of cabinet papers	Local	2024.09.13
02	S.A. Kudachchi	Management Service Officer	Preparation of cabinet papers	Local	2024.09.13

Chapter 07

Compliance Report

No.	Applicable Requirement	Compliance Status	Explanation for not compliance	Corrective Actions
1	**The following Financial statements/ accounts have been submitted on due date**			
1.1	Annual financial statements	Yes		
1.2	Advance to public officers account	Yes		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others – Deposit Account	Yes		
2	**Maintenance of books and registers (FR 445)**			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Yes		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and update	Yes		
2.3	Register of Audit queries has been maintained and update	Yes		
2.4	Register of Internal Audit reports has been maintained and update	Yes		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Yes		
2.6	Register for cheques and money orders has been maintained and update	Yes		
2.7	Inventory register has been maintained and update	Yes		
2.8	Stocks Register has been maintained and update	Yes		
2.9	Register of Losses has been maintained and update	Yes		
2.10	Commitment Register has been maintained and update	Yes		
2.11	Register of Counterfoil Books (GA N20) has been maintained and update	Yes		
3	**Delegation of functions for financial control (FR 135)**			
3.1	The financial authority has been delegated within the institute	Yes		
3.2	The delegation of financial authority has been communicated within the institute	Yes		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Yes		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Yes		
4	**Preparation of Annual Plans**			
4.1	The annual action plan has been Prepared	Yes		
4.2	The annual procurement plan has been prepared	Yes		

4.3	The annual Internal Audit plan has been prepared	N/A		
.4	The annual estimate has been prepared and submitted to the NBD on due date	Yes		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Yes		
5	**Audit queries**			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Yes		
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	Yes		
6.2	All the internal audit reports has been replied within one month	Yes		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Yes		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Yes		
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	Attending four meetings held in the ministry.		
8	**Asset Management**			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Yes		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Yes		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016	Yes		
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	Yes		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Yes		
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	Yes		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Yes		
9.3	The vehicle logbooks had been maintained and updated	Yes		

9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Yes		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Yes		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Yes		
10	**Management of Bank Accounts**			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Yes		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Yes		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Yes		
11	**Utilization of Provisions**			
11.1	The provisions allocated had been spent without exceeding the limit	Yes		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Yes		
12	**Advances to Public Officers Account**			
12.1	The limits had been complied with	Yes		
12.2	A time analysis had been carried out on the loans in arrears	Yes		
12.3	The loan balances in arrears for over one year had been settled	No	Rs. 18,754/- balance will be settled after court case finalized. Officers has been informed to pay the balances of Rs. 2,800.00. Officer in Vacation of post has balance of Rs. 230,450.00	
13	**General Deposit Account**			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Yes		
13.2	The control register for general deposits had been updated and maintained	Yes		
14	**Imprest Account**			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Yes		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Yes		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Yes		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Yes		
15	**Revenue Account**			
15.1	The refunds from the revenue had been made in terms of the regulations	Yes		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Yes		

15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Yes		
16	**Human Resource Management**			
16.1	The staff had been paid within the approved cadre	No.		
16.2	All members of the staff have been issued a duty list in writing	Yes		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Yes		
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	Yes		
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	Yes		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Yes		
18	**Implementing citizens charter**			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Yes		
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.	Yes		
19	**Preparation of Human Resource Plan**			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Yes		
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	Yes		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	No	Preparation of Performance agreements is in progress.	
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Yes		
20	**Responses Audit Paras**			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	N/A		