2025

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வருடாந்த செயலாற்றுகை அறிக்கையும் கணக்குகளும்

Annual Performance Report & Accounts

දිස්ත්‍රික් ලේකම් කාර්යාලය - පුත්තලම

மாவட்ட செயலகம் - புத்தளம்

District Secretariat - Puttalam

273

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பொது நிர்வாக, மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு

Ministry of Public Administration, Provincial Councils & Local Government

Contents

Chapter 01 – Institutional Profile / Executive Summary

1.1 Introduction

Puttalam District, the homeland of the Sri Lankan chronicle, covers an area of 3072 sq. Km including internal Water bodies. The Puttalam administrative district which is bounded by Kala Oya in the North, Kurunegala District in the East, Ma Oya in the South and the Indian Ocean in the West is 120 km in length and about 50 km in width.

The district which is bounded by two river basins in the North and South isrich with the rivers such as the MeeOya, the DeduruOya, the BattuluOya and the SengalOyathat flowing throughit and meet the diverse needs of the people of the district

Paddy cultivation is the main livelihood of the people of the district, which is fed by the advanced irrigation system that has existed since ancient times. The Kottukachchiya farmer's colony, the Karawita farmer's colony and the Neelabemma farmer's colony in the district, which comprises the tanks and anicuts, constructed based on the Inginimitiya reservoir, Tabbowa reservoir and the recently built SengalOya reservoir, which have been constructed across the MeeOya contribute the bulk of the paddy harvest.

In Kalpitiya, there are a large number of farmers who have successfully cultivated red onion, red chilly, cabbage, beetroot, carrot, gherkin, watermelon and tobacco using ground water. Cashew cultivation in Arachchikattuwa and Anamaduwa areas, as well as large scale crops such as papaya, dragon fruit, kilo Pere and oranges in the Kalpitiya, Wanathavilluwa and Karuwalagaswewa areas of Puttalam have been able to meet the local fruit requirement and earn foreign exchange through exports.

Fishing is the main livelihood of the coastal people living in the district, which has 150 km lengthy coastal line. Shrimp farming in tanks set up adjacent to the coastal line also contributes to foreign exchange earnings. In addition, the fresh water fisheries industry taken place via using the rivers, lakes and tanks of the district have contributed immensely to the domestic economy.

Wilpattu Sanctuary covers an area of 1317 square kilometers and maintains the biodiversity of the district. Anawilundawa Sanctuary is one of the world famous Ramsarwetland.The Sanctuary and its system serve as natural habitat and the important refuge for the migratory birds.

Puttalam District has a special attraction for foreign tourists due to its close proximity to the Katunayaka International Airport and the presence of religious places such as MunneswaramDevalaya and Talawila church which have respected very much by foreign devotees. Dolphin watching on the Kalpitiya coastal belt and the opportunity to travel to the islands like Battalankundu attract the attention of foreigners as well as local tourists. There are 116 hotels in the Puttalam District to cater to the needs of the local and foreign tourists.

Since Puttalam district is a district with a variety of mineral reserves, there are many industries associated with it. Due to the presence of a natural limestone deposit in the Aruvakkadu area in Vanathavilluwa, a cement factory has been built in Puttalam. The silica sand required for the manufacture of glass and ceramics in Sri Lanka is available in Nattandiya and Madampe areas, a number of industries based on silica sand can be found in these areas. In Dankotuwa and Wennappuwa, tile related industries are found because the clay required for this industry is available in the area.

Puttalam District can be identified as a multi-ethnic multi-religious community living with coexistence and harmony - empowered by the means of agriculture, fisheries, tourism and overseas employment.

The Norochcholai Thermal Power Plant and the Wind Power Plant are also located in the district, which make a significant contribution to the National Energy Grid.

1.2. The Vision, Mission and Objectives

Vision

Our vision is to uplift the living standard of the people through successfully harnessing the physical and human resources.

Mission

Our mission is to fulfill the community's need through efficient, equitable, just and cordial services, successfully harnessing the resources and the institutions with proper guidance and coordination, conducive to sustainable development activities of the district.

Objectives:

I. To empower the citizens through good and inclusive governance with Efficient, Equitable, just and cordial service delivery.

II. To take all efforts in order to provide people friendly& People –oriented public service with the view to obtain optimal beneficiary satisfaction.

III. To fulfill environmental, economic,Socio and Cultural needs of the people conforming to the government policy collaboration with other state institutions as well as non-governmental organizations

IV. To Support the concerned authorities in order to ensure peace and stability of the district through enforcement of law and order.

V. Coordinating other government agencies, NGOs and the private sector to overcome the economic development and social development challenges in

1.3 Key function of the District Secretariat

I. All statutory duties required for District Administration.

II. Implementation and management of poverty alleviation initiatives.

III. Administration activities of disaster, relief and rehabilitation projects.

IV. Planning and overseeing of district level development projects.

V. Co-ordination of election activities.

VI. Administration and execution of Special Projects carry out at District Level

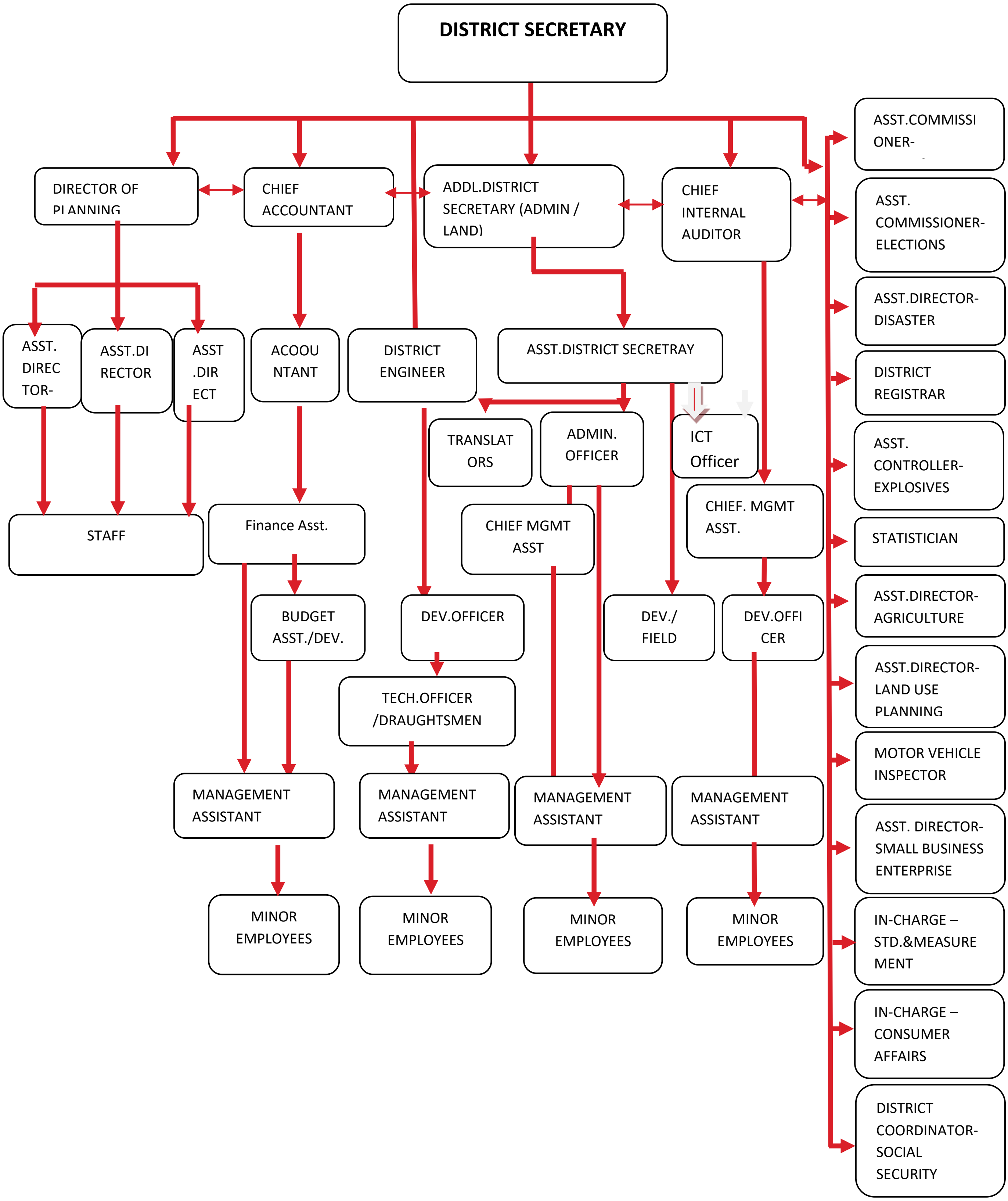
VII. Coordination of the other line Ministry/Departments activities.

VIII. Monitoring various foreign funded projects and give directions towards the accepted developments policies.

IX. Taking action to overcome the challenges of economic development and social development.

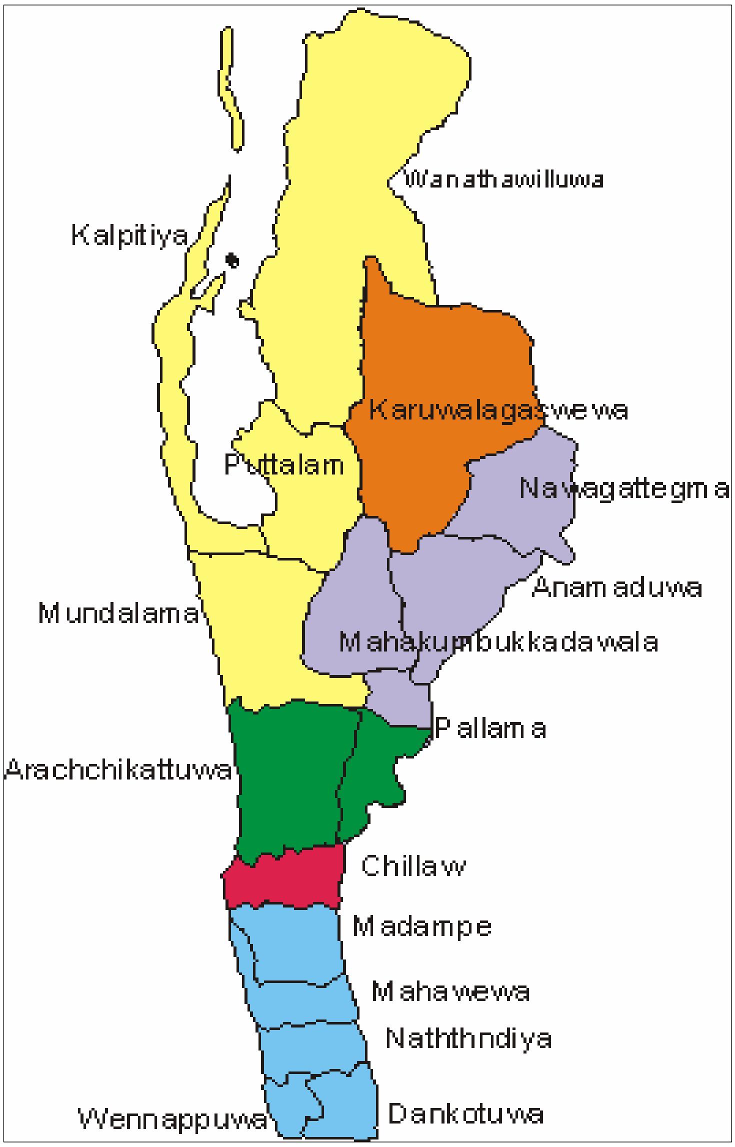
X. Assisting the provincial Council in its activities.

1.4.Organization Chart



1.5 Divisional Secretariats of the District

1. Wanathawilluwa
2. Karuwalgaswewa
3. Puttalam
4. Kalpitiya
5. Nawagaththegama
6. Anamaduwa
7. Mahakumbukkadawala
8. Mundel
9. Pallama
10. Arachchikattuwa
11. Chilaw
12. Madampe
13. Mahawewa
14. Nattandiya
15. Wennappuwa
16. Dankotuwa



1.6 Institutions coming under the District Secretariat

1. District Samurdhi Office
2. Planning Secretariat
3. Census & Statistic office
4. Elections office
5. Land and District Registrar’s Office
6. Small Business Enterprise Unit
7. District Disaster Management Centre
8. Land Use Planning Office
9. District Agriculture Office
10. Motor Traffic Branch
11. Cultural Unit
12. Buddhist/Hindu/Muslim Affairs Divisions
13. Non-Governmental organization Division
14. Foreign Employment Division
15. Social Service Division
16. Productivity Unit
17. Employment and Human Resource Division
18. Child and Women Affairs Division
19. Unit of Social Security Board
20. Provincial Land Office
21. Media Unit
22. Disaster Relief Service Division
23. Price Control Division
24. Standard & Measurement Unit
25. Consumer Affairs Division

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

a) Name of the Project - Nil

b) Donor Agency

c) Estimated Cost of the Project – Rs. Mn

d) Project Duration

02. Chapter - Progress and Outlook

Special Achievements, Challenges and Future Goals

Challenges

1. Declining elephant habitats and increasing human-elephant conflict
2. Climate change-related disasters consistently result in either floods or drought conditions.
3. There is a critical need to utilize alternative energy sources across all sectors of development.
4. Inability to obtain sufficient capital assets to utilize the underutilized resources of the district.
5. Implementation of additional projects especially in agricultural sector to meet the local requirements.
6. Developing the skills of youth to acquire professional qualifications that enhance their employment opportunities.

Future Goals

1. Maintaining the electric fence system, meeting the dietary needs of the animals, and implementing elephant operations with support from the Wildlife Office for Human-Elephant Conflict.
2. Implementation of Smallholder Agribusiness and Resilience Project.
3. Promoting solar power and other alternative energy sources as alternatives to fossil fuels.
4. Creating an efficient and effective institutional structure to enhance the economic, social, and living conditions of the community
5. Improving agriculture and entrepreneurship in the district through the strategic use of unused government land and other physical resources to contribute to the growth of the gross domestic product.
6. Providing guidance to the district's youth on obtaining essential educational and vocational training for securing local and international job opportunities

Y.I.M. Silva
District Secretary/ Government Agent
Administrative District- Puttalam

Y. I. M. SILVA
District Secretary/Government Agent
Puttalam District

3.Overall Performance for the year ended 31st Decmber 2024

3.1 Statement of Financial Performance

ACA -F

Statement of Financial Performance
for the period ended 31st December 2025

Revised Budget Allocations 2025 Rs.		Note	Actual 2025 Rs.	Actual 2024 Rs.	
-	**Revenue Receipts**		-	-	
-	Income Tax	1	-	-	
-	Taxes on Domestic Goods & Services	2	-	-	ACA-1
-	Taxes on International Trade	3	-	-	
-	Non Tax Revenue & Others	4	-	-	
-	**Total Revenue Receipts (A)**		-	-	
-	**Non Revenue Receipts**		-	-	
-	Treasury Imprests		10,720,914,000	4,794,290,000.00	ACA-3
-	Deposits		400,186,426	190,838,747	ACA-4
-	Advance Accounts		107,874,077	101,798,225	ACA-5
-	Other Main Ledger Receipts		-	-	
-	**Total Non Revenue Receipts (B)**		**11,228,974,503**	**5,086,926,972**	
	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		**11,228,974,503**	5,086,926,972	
	Remittance to the Treasury (D)		1,263,618,332	14,000,000	
-	**Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)**		**9,965,356,171**	**5,072,926,972**	
	Less: Expenditure				
-	**Recurrent Expenditure**				
1,623,800,000	Wages, Salaries & Other Employment Benefits	5	1,606,275,951	1,324,573,136	
191,400,000	Other Goods & Services	6	172,588,456	177,486,587	ACA-2(ii)
9,800,000	Subsidies, Grants and Transfers	7	6,441,629	504,754,051	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
1,825,000,000	**Total Recurrent Expenditure (F)**		**1,785,306,036**	**2,006,813,774**	
	Capital Expenditure				
144,700,000	Rehabilitation & Improvement of Capital Assets	10	120,527,597	27,426,371	
35,000,000	Acquisition of Capital Assets	11	31,248,912	71,714,715	
-	Capital Transfers	12	-	-	ACA-2(ii)
-	Acquisition of Financial Assets	13	-	-	
4,300,000	Capacity Building	14	2,516,363	670,410	
45,000,000	Other Capital Expenditure	15	39,938,666	-	
229,000,000	**Total Capital Expenditure (G)**		**194,231,538**	**99,811,496**	
	Deposit Payments		309,062,162	137,317,926	ACA-4
	Advance Payments		97,071,891	166,962,240	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		**406,134,053**	**304,280,167**	
	Total Expenditure I = (F+G+H)		2,385,671,626	2,410,905,436	
2,054,000,000	**Balance as at 31st December J = (E-I)**		**7,579,684,545**	**2,662,021,536**	
	Balance as per the Imprest Adjustment Statement		7,579,684,545	2,651,749,110	ACA-7
	Imprest Balance as at 31st December		-	10,272,426	ACA-3
			7,579,684,545	**2,662,021,536**	

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position
As at 31st December 2025

	Note	Actual 2025 Rs	Actual 2024 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	3,101,490,089	3,050,668,525
Financial Assets			
Advance Accounts	ACA-5/5(a)	225,016,706	235,818,892
Cash & Cash Equivalents	ACA-3	-	10,272,426
Total Assets		3,326,506,795	3,296,759,843
Net Assets / Equity			
Net Worth to Treasury		26,058,946	127,985,396
Property, Plant & Equipment Reserve		3,101,490,089	3,050,668,525
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	198,957,760	107,833,496
Unsettled Imprest Balance	ACA-3	-	10,272,426
Total Liabilities		3,326,506,795	3,296,759,843

Detail Accounting Statements in ACA format Nos. 2 to 7 presented in pages from 07 to 50 and Annexures to accounts presented in pages from 51 to 63 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. 02/2025, dated 17.12.2025 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 as per the Section 38(1) (C) of the National Audit Act No.19 of 2018

Chief Accounting Officer
Name : S. Alokabandara
Designation : Secretary - Ministry of Public Administration, Provincial Councils and Local Government
Date :

S. Alokabandara
Secretary
Ministry of Public Administration, Provincial Councils and Local Government
Independence Square, Colombo 07

Accounting Officer
Name : Y.I.M.Silva
Designation :District Secretary/ Government Agent -Puttalam District
Date : 2026.02.16

Y. I. M. SILVA
District Secretary/Government Agent
Puttalam District

Chief Financial Officer/ Chief Accountant/ Director (Finance)/ Commissioner (Finance)
Name :A.M.W.K.Prasanna
Designation: Chef Accountant
Date : 2026.02.16

A.M.W.K. PRASANNA
CHIEF ACCOUNTANT
FOR DISTRICT SECRETARY PUTTALAM

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows
for the Period ended 31st December 2025

	Actual	
	2025 Rs.	**2024 Rs.**
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	188,301,147	145,567,218
Imprest Received	10,720,914,000	4,794,290,000
Recoveries from Advance	101,919,425	98,452,866
Deposit Received	400,186,426	190,838,747
Total Cash generated from Operations (A)	**11,411,320,998**	**5,229,148,830**
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	1,776,703,201	1,499,245,363
Subsidies & Transfer Payments	6,441,629	504,754,051
Rehabilitation & Improvement of Capital Assets,Capital Transfers, Capacity Building and Other Capital Expenditure	162,982,626	
Expenditure incurred on behalf of Other Heads	7,774,520,117	2,878,205,549
Imprest Settlement to Treasury	1,263,618,332	14,000,000
Advance Payments	97,016,445	85,542,019
Deposit Payments	309,062,162	137,317,926
Total Cash disbursed for Operations (B)	**11,390,344,512**	**5,119,064,909**
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	**20,976,486**	**110,083,922**
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
Less - Cash disbursed for:		
Capital Asset Construction, Purchases and Other Investment Acquisitions	31,248,912	99,811,496
Total Cash disbursed for Investing Activities (E)	**(31,248,912)**	**(99,811,496)**
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	**(31,248,912)**	**(99,811,496)**
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	**(10,272,426)**	**10,272,426**
Cash Flows from Fianacing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	**(10,272,426)**	**10,272,426**
Opening Cash Balance as at 01st January	**10,272,426**	-
Closing Cash Balance as at 31st December	**0**	**10,272,426**

3.4. Notes to the Financial Statements

Basis of Reporting

1) Purpose of Preparation

The Financial Statements have been prepared in accordance with the Government Financial Regulations 150 & 151 and State Accounts Guideline No. 02/2025, dated 17.12.2025.

2) Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2025.

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 recognised 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 2025.

* 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.

ACA - 2

Summary of Expenditure by Programme for the period ended 31st December 2025

Expenditure Head No : 273 **Ministry / Department / District Secretariat : District Secretariat, Puttalam.**

Rs.

Programme Number given in Annual Estimates	Title of the Expenditure	Annual Budgetory Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision (4)=(1)+(2)+(3)	Total Expenditure (5)	Net Effect Savings / (Excesses) (6)=(4)-(5)
Programme (1)	(1) Recurrent	1,684,000,000	141,000,000	128,450,000	1,825,000,000	1,785,306,036	39,693,964
				(128,450,000)			
	(2) Capital	184,000,000	45,000,000	-	229,000,000	194,231,538	34,768,462
	Sub Total	**1,868,000,000**	**186,000,000**	**-**	**2,054,000,000**	**1,979,537,573**	**74,462,427**
Programme (2)	(1) Recurrent	-	-	-	-	-	-
	(2) Capital	-	-	-	-	-	-
	Sub Total	-	-	-	-	-	-
	Grand Total	**1,868,000,000**	**186,000,000**	**-**	**2,054,000,000**	**1,979,537,573**	**74,462,427**

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Chief Financial Officer /Chief Accountant/Director (Finance)/ Commissioner (Finance)

Date : 2026.02.16

A.M.W.K. PRASANNA
CHIEF ACCOUNTANT
DISTRICT SECRETARIAT
PUTTALAM

ACA - 2(i)

Statement of Expenditure by Programme

Expenditure Head No : 273 | Ministry / Department / District Secretariat / Provincial Council : District Secretariat, Puttalam

Rs.

Expenditure Code	Programme (1)					Programme (2)					Total Expenditure for the Period 2025
	Provisions				Expenditure	Provisions				Expenditure	
	Annual Budgetory Provision	Supplementary Estimate Provision	FR 66/69 Transfers	Total Net Provision		Annual Budgetory Provision	Supplementary Estimate Provision	FR 66/69 Transfers	Total Net Provision		
	(1)	(2)	(3)	(4)=(1)+(2)+(3)	(5)	(6)	(7)	(8)	(9)=(6)+(7)+(8)	(10)	(11)=(5)+(10)
Recurrent Expenditure											
Personal Emoluments											
1001 - Salaries & Wages	327,000,000	38,000,000	55,000,000	420,000,000	417,884,928	500,000,000	103,000,000	60,000,000	663,000,000	659,247,227	1,077,132,155
1002 - Overtime & Holiday Payments	4,000,000	-	1,500,000	5,500,000	5,433,323	16,000,000	-	4,300,000	20,300,000	20,295,005	25,728,328
1003 - Other Allowances	250,000,000	-	(55,000,000)	195,000,000	190,371,920	380,000,000	-	(60,000,000)	320,000,000	313,043,548	503,415,468
Travelling Expenditure											
1101 - Domestic	3,000,000	-	(500,000)	2,500,000	2,280,529	17,000,000	-	(2,850,000)	14,150,000	14,149,767	16,430,296
1102 - Foreign	-	-	-	-	-	-	-	-	-	-	-
Supplies											
1201 - Stationery & Office Requisites	3,000,000	-	-	3,000,000	1,721,198	20,000,000	-	-	20,000,000	17,473,247	19,194,445
1202 - Fuel											
1202-002 Fuel Allowance	5,000,000	-	(1,000,000)	4,000,000	3,480,731	10,000,000	-	700,000	10,700,000	10,264,388	13,745,119
1202-009 Fuel for Pool Vehicles	3,500,000	-	(1,000,000)	2,500,000	1,839,463	10,000,000	-	(2,000,000)	8,000,000	7,066,274	8,905,737
1202-010 Fuel for Other Purposes	500,000	-	-	500,000	236,304	1,000,000	-	-	1,000,000	289,806	526,110
1203 - Diets & Uniforms											
1203-002 Uniforms	50,000			50,000	50,000	8,000,000		(900,000)	7,100,000	7,011,000	7,061,000
1204 - Medical Supplies	-	-	-	-	-	-	-	-	-	-	-
1205 - Other	-	-	-	-	-	-	-	-	-	-	-
Maintenance Expenditure											
1301 - Vehicles	6,500,000	-	-	6,500,000	6,297,218	10,000,000	-	-	10,000,000	9,421,349	15,718,567
1302 - Plant and Machinery	1,000,000	-	-	1,000,000	866,775	6,000,000	-	-	6,000,000	4,926,827	5,793,602
1303 - Building and Structures	1,000,000	-	(200,000)	800,000	750,497	2,000,000	-	(800,000)	1,200,000	775,878	1,526,375
1304 - Software Maintenance											

Services										
1401 - Transport	1,000,000	-	-	1,000,000	400,000	-	-	-	-	-
1402 - Postal & Communication	3,000,000	-	-	3,000,000	2,930,941	15,000,000	-	(2,000,000)	13,000,000	12,429,736
1403 - Electricity & Water	4,500,000	-	700,000	5,200,000	4,562,571	12,000,000	-	(1,200,000)	10,800,000	10,099,241
1404 - Rents & Local Taxes	500,000	-	-	500,000	170,000	500,000	-	-	500,000	114,197
1405 - Cleaning and Janitorial Services	3,300,000	-	(1,000,000)	2,300,000	2,122,875	7,000,000	-	-	7,000,000	4,826,925
1406 - Interest Payment for Leased vehicles	-	-	-	-	-	-	-	-	-	-
1407 - Security Services	4,000,000	-	750,000	4,750,000	4,595,400	25,000,000	-	5,500,000	30,500,000	30,486,800
1408 - Lease Rental for Vehicles Procured under Operational Leasing	-	-	-	-	-	-	-	-	-	-
1409 - Other	-	-	-	-	-	-	-	-	-	-
1409-138 Machinery & Office Equipment Service Agreements	850,000	-	-	850,000	198,958	1,500,000	-	-	1,500,000	802,319
1409-139 Vehicle Insurance	1,000,000	-	-	1,000,000	420,000	-	-	-	-	-
1409- 140 Miscellanious Service Expenditure	2,500,000	-	-	2,500,000	2,103,633	8,000,000	-	-	8,000,000	7,423,608
Transfers										
1501 - Welfare Programmes	-	-	-	-	-	-	-	-	-	-
1502 - Retirement Benefits	-	-	-	-	-	-	-	-	-	-
1503 - Public Institutions Personal Emoluments)	-	-	-	-	-	-	-	-	-	-
1504 - Development Subsidies	-	-	-	-	-	-	-	-	-	-
1505 - Subscriptions and Contibutions fees	-	-	-	-	-	-	-	-	-	-
1506 - Property Loan Interest to Public Servants	800,000	-	-	800,000	633,728	9,000,000	-	-	9,000,000	5,807,901
1507 - Grants to Provincial Councils	-	-	-	-	-	-	-	-	-	-
1508 - Other	-	-	-	-	-	-	-	-	-	-
1509 - Public Institutions (Other Operational Expenditure)	-	-	-	-	-	-	-	-	-	-
Interest Payment and Discounts										
1601 - Interest Payment for Domestic Debt	-	-	-	-	-	-	-	-	-	-
1602 - Interest Payment for Foreign Debt	-	-	-	-	-	-	-	-	-	-
1603 - Discounts on Treasury Bills and Treasury Bonds	-	-	-	-	-	-	-	-	-	-
Other Recurrent Expenditure										
1701 - Losses & Write off	-	-	-	-	-	-	-	-	-	-
1702 - Contingency Services	-	-	-	-	-	-	-	-	-	-
1703 - Implementation of the Official Languages Policy	-	-	-	-	-	-	-	-	-	-
Grand Total	**626,000,000**	**38,000,000**	**(750,000)**	**663,250,000**	**649,350,990**	**1,058,000,000**	**103,000,000**	**750,000**	**1,161,750,000**	**1,135,955,045**

Capital Expenditure											
Rehabilitation & Improvements of Capital Assets											
2001 - Building & Structures											
2001-48 District Secretariat	115,000,000	-	-	115,000,000	95,096,902	-	-	-	-	-	95,096,902
2001-50 Nilasevena	19,200,000	-	-	19,200,000	15,737,957						15,737,957
2002 - Plant, Machinery & Equipment	500,000	-	-	500,000	-	-	-	-	-	-	-
2003 - Vehicles	10,000,000	-	-	10,000,000	9,692,738	-	-	-	-	-	9,692,738
Acquisition of Capital Assets											
2101 - Vehicles	-	-	-	-	-	-	-	-	-	-	-
2102 - Furniture & Office Equipment	30,000,000	-	-	30,000,000	28,335,256	-	-	-	-	-	28,335,256
2103 - Plant, Machinery & Equipment	5,000,000	-	-	5,000,000	2,913,656	-	-	-	-	-	2,913,656
2104 - Buildings & Structures	-	-	-	-	-	-	-	-	-	-	-
2105 - Lands & Land Improvements	-	-	-	-	-	-	-	-	-	-	-
2106 - Software Development	-	-	-	-	-	-	-	-	-	-	-
2108 - Capital Payment for Leased Vehicles	-	-	-	-	-	-	-	-	-	-	-
Capital Transfers											
2201 - Public Institutions	-	-	-	-	-	-	-	-	-	-	-
2202 - Development Assistance	-	-	-	-	-	-	-	-	-	-	-
2203 - Grants to Provincial Councils	-	-	-	-	-	-	-	-	-	-	-
2204 - Transfers Abroad	-	-	-	-	-	-	-	-	-	-	-
2205 - Capital Grants to Non-Public Institution	-	-	-	-	-	-	-	-	-	-	-
Acquisition of Financial Assets											
2301 - Equity Contribution	-	-	-	-	-	-	-	-	-	-	-
2302 - On-Lending	-	-	-	-	-	-	-	-	-	-	-
Capacity Building											
2401 - Staff Training	2,300,000	-	-	2,300,000	960,598	2,000,000	-	-	2,000,000	1,555,765	2,516,363
Other Capital Expenditure											
2501 - Restructuring	-	-	-	-	-	-	-	-	-	-	-
2502 - Investments	-	-	-	-	-	-	-	-	-	-	-
2503 - Contingency Services	-	-	-	-	-	-	-	-	-	-	-
2504 - Contribution to Provincial Councils	-	-	-	-	-	-	-	-	-	-	-
2505 - Procument Preparedness	-	-	-	-	-	-	-	-	-	-	-
2506 - Infrastructure Development	-	-	-	-	-	-	-	-	-	-	-
2507 - Research and Development	-	-	-	-	-	-	-	-	-	-	-
2509 - Other	-	45,000,000	-	45,000,000	39,938,666	-	-	-	-	-	39,938,666
Grand Total	**182,000,000**	**45,000,000**	-	**227,000,000**	**192,675,773**	**2,000,000**	-	-	**2,000,000**	**1,555,765**	**194,231,538**
Total Recurrent & Capital Expenditure	**808,000,000**	**83,000,000**	**(750,000)**	**890,250,000**	**842,026,763**	**1,060,000,000**	**103,000,000**	**750,000**	**1,163,750,000**	**1,137,510,810**	**1,979,537,573**

Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 2026 . 02 . 16

A.M.W.K. PRASANNA
CHIEF ACCOUNTANT
DISTRICT SECRETARIAT
PUTTALAM

ACA-3

Statement of Imprest Account for the year 2025

Ministry / Department / District Secretariat :District Secretariat,Puttalam.
Expenditure Head No. : 273

Rs.

Imprest Account No.	Imprest Balance as at 1st January 2025			Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2025			Imprest Balance as at 31st December 2025 as per Entity Books	Imprest Balance as at 31st December 2025 as per Treasury Books
	1			2			3			4				
	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	*5	6
	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(iii)-3(iii)	
312/24		10,272,426					8,656,347	1,616,079	10,272,426				-	-
312/25	-	-	-	10,720,914,000	512,218,292	11,233,132,292	9,971,130,039	1,262,002,253	11,233,132,292	-	-	-	-	362,002,253

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

(1) Remitted to the Treasury but not updated cash book balance as at 31/12/2025	362,002,253	
(2) Other reasons-	-	-
	362,002,253	

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

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

....

Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 2026 . 02. 16

A.M.W.K. PRASANNA
CHIEF ACCOUNTANT
DISTRICT SECRETARIAT
PUTTALAM

ACA -4

Statement of Deposit Accounts as at 31st December 2025

Expenditure Head No : 273 **Ministry / Department / District Secretariat :District Secretariat,Puttalam.**

Rs.

Name o f Deposit Accounts	Deposit Number	Balance as at 1st January 2025	Credited during the year	Debited during the year	Balance as at 31st December 2025	Balance as per Treasury Book as at 31st December 2025
Security Deposits	6000-0-0-1-0-70	326,858	50,000	35,000	341,858	341,858
Tender Deposits	6000-0-0-2-0-95	540,000	2,562,643	1,135,177	1,967,466	1,967,466
Deposits Temporary Retained Payble to Third Parties	6000-0-0-13-0-63	27,424,590	358,125,465	270,915,322	114,634,733	114,634,733
Retention Money for Construction	6000-0-0-16-0-46	75,520,338	37,890,506	35,488,702	77,922,142	77,922,142
Compensation	6000-0-0-17-0-16	4,021,710	1,557,812	1,487,962	4,091,560	4,091,560
Grant (Domestic)- Corporative Social Responsibility	6000-0-0-19-0-09	-	-	-	-	-
Funds Received for Reimburesement of Expenditure	6000-0-0-20-0-003	-	-	-	-	-
		107,833,496	**400,186,426**	**309,062,162**	**198,957,760**	**198,957,760**

* Format should be amended including only the relevent Deposit numbers

....

Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 2026.02.16

A.M.W.K. PRASANNA
CHIEF ACCOUNTANT
DISTRICT SECRETARIAT
PUTTALAM

ACA- 5

Statement of Advance Accounts as at 31st December 2025

Expenditure Head No :273 **Ministry / Department / District Secretariat :** **District Secretariat -Puttalam**

Rs.

	Name of Advance Account	Advance Account Number	Balance as at 1st January 2025	Maximum Limits of Expenditure Rs 75,000,000		Minimum Limits of Receipts Rs 75,000,000		Maximum Limits of Debit Balance Rs 300,000,000	Maximum Limits of Liabilities Rs……..	Balance as per Treasury Books as at 31st December 2025
				Debits during the year		Credits during the year		Balance as		
			(1)	(2)		(3)		4=(1)+(2)-(3)		
				In Cash	Through Cross Entries	In Cash	Through Cross Entries			
(1)	Advance to Public Officers	27301	235,818,892	74,893,390	22,178,501	77,961,062	29,913,015	225,016,706		225,016,706
(2)	Other Advances									
(3)	Miscellaneous Advances									

…………………………………………………………………………
Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 2026.02.16

A.M.W.K. PRASANNA
CHIEF ACCOUNTANT
DISTRICT SECRETARIAT
PUTTALAM

Cumulative Non Financial Asset Accounts Report- Central Govt-2025

FINAL 2025

Land-9153:	1,058,162,200.00	Table:	SA 82
Building- 9151:	1,506,666,575.69	Year:	2025
Machinary-9152:	536,661,313.09	Rpt Date	2/23/2026 12:14:02 PM
WIP-9160:	0.00	Head	273
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		61111	108,440,000.00	9,555,000.00	0.00	0.00	0.00	117,995,000.00
		Quarters	****6111107	99,315,000.00	9,555,000.00	0.00	0.00	0.00	108,870,000.00
		Circuit Bunglows	****6111108	9,125,000.00	0.00	0.00	0.00	0.00	9,125,000.00
9151	1.2-Non Residential Building		61112	1,388,671,575.69	0.00	0.00	0.00	0.00	1,388,671,575.69
		Office Building	****6111201	1,388,671,575.69	0.00	0.00	0.00	0.00	1,388,671,575.69
9152	2.1-Transport Equipment		61121	294,975,900.00	0.00	0.00	0.00	0.00	294,975,900.00
		Passenger vehicle	****6112101	201,025,000.00	0.00	0.00	0.00	0.00	201,025,000.00
		Agricultural vehicle	****6112103	93,800,000.00	0.00	0.00	0.00	0.00	93,800,000.00
		Motor cycle	****6112109	150,900.00	0.00	0.00	0.00	0.00	150,900.00
9152	2.2-Other Machinary & Equipment		61122	200,924,049.29	10,401,052.90	2,028,804.00	31,248,911.90	2,917,405.00	241,685,413.09
		Office Equipment	****6112201	35,151,395.47	635,373.00	0.00	3,635,327.75	1,880,635.00	37,541,461.22
		Computer Equipment	****6112202	66,935,613.90	8,410,074.20	1,973,974.00	5,978,175.00	683,690.00	82,614,147.10
		Electrical Equipment	****6112203	14,989,166.34	1,059,370.00	0.00	6,038,545.43	207,000.00	21,880,081.77
		Communication Equipment	****6112204	7,881,715.37	0.00	54,830.00	3,623,284.72	18,900.00	11,540,930.09
		Furniture	****6112205	75,877,983.21	296,235.70	0.00	11,923,579.00	127,180.00	87,970,617.91
		Defence Equipment	****6112215	0.00	0.00	0.00	50,000.00	0.00	50,000.00
		Agricultural & Dairy Farm Equipment	****6112216	88,175.00	0.00	0.00	0.00	0.00	88,175.00
9153	4.1-Land		61410	1,057,657,000.00	505,200.00	0.00	0.00	0.00	1,058,162,200.00
		Land	****614100	1,057,657,000.00	505,200.00	0.00	0.00	0.00	1,058,162,200.00

REMARKS

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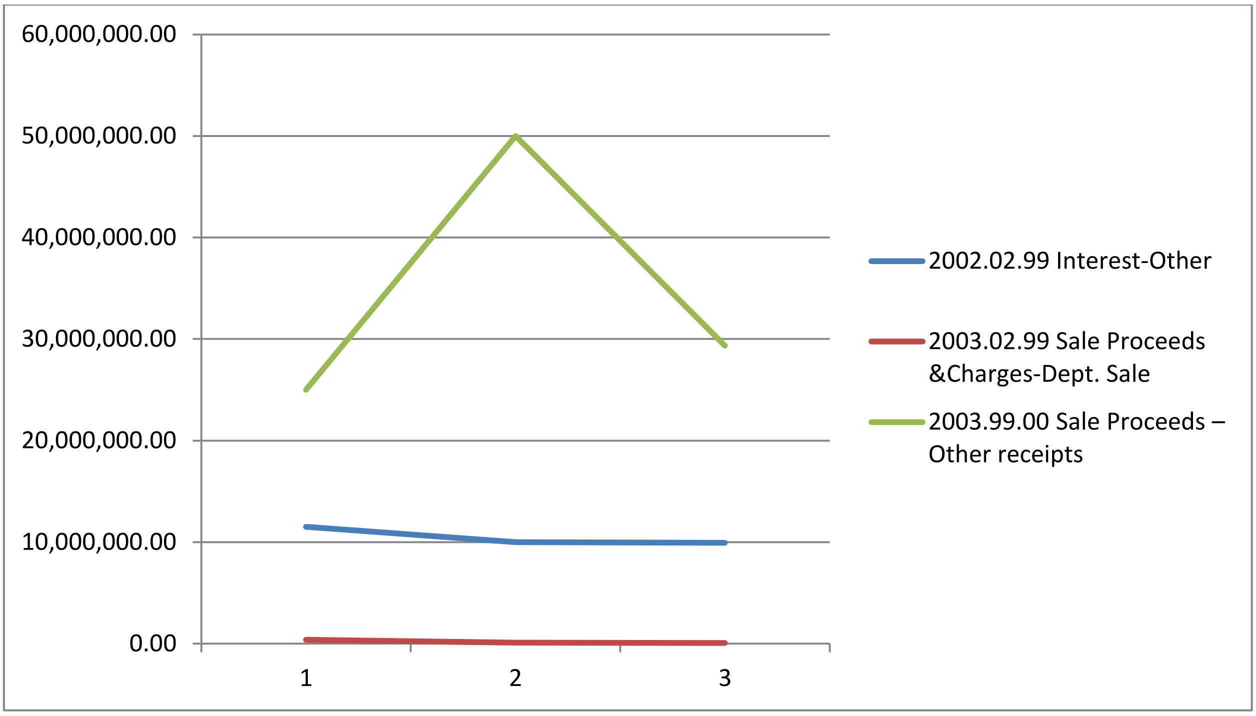
Report Generated by the new CIGAS Web Application–Developed by Department of State Accounts, Ministry of Finance Planing and Economic Development.

		ACA-7
Statement of Imprest Adjustment		
Revenue Collected by **Other Entities** on behalf of **Reporting Entity**	-	
Expenditure incurred by **Reporting Entity** on behalf of **Other Entities**	7,774,520,117	
Debits made to Advance "B" Account on behalf of **Other Entities**	1,047,601	
Credits made to Advance "B" Account by **Other Entities**	15,013,765	**7,790,581,483**
Less:		
Revenue Collected by **Reporting Entity** on behalf of **Other Entities**	188,301,147	
Expenditure incurred by **Other Entities** on behalf of **Reporting Entity**	2,161,205	
Credits made to Advance "B" Account on behalf of **Other Entites**	9,059,113	
Debits made to Advance "B" Account by **Other Entities**	1,103,047	
Expenditures incurred by reporting institutions for other heads related to the year 2024 made in the year 2025	8,656,347	
.		
Imprest settlement due for 2024 in the year 2025	1,616,079	**210,896,938**
Imprest Adjustment Balance as at 31st December 2025		**7,579,684,545**

3.5 Performance of the Revenue Collection

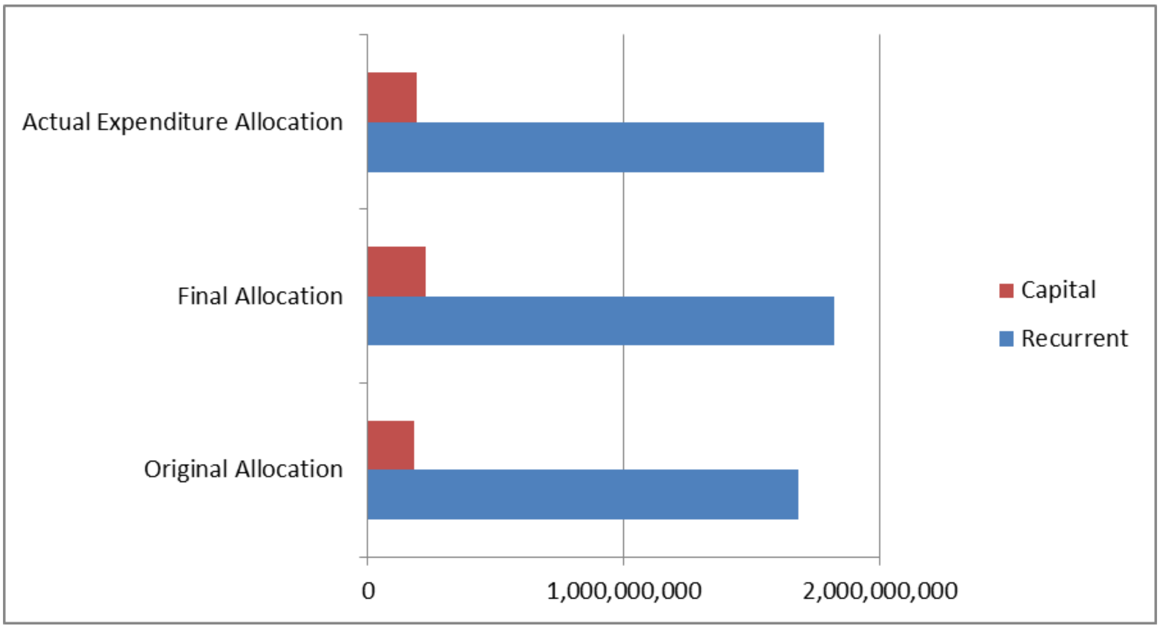
Revenue Code	Description of Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amt. (Rs..)	As a % of final estimate
2002.02.99	Interest-Other	11,500,000.00	10,000,000.00	9,941,394.15	99.41 %
2003.02.99	Sale Proceeds &Charges-Dept. Sale	400,000.00	100,000.00	62,094.47	62.09 %
2003.99.00	Sale Proceeds – Other receipts	25,000,000.00	50,000,000.00	29,881,528.54	59.76 %



3.6 Performance of the Utilization of Allocation

Type of Allocation	Allocation		Actual Expenditure	Allocation utilization as % of Final Utilization
	Original	**Final allocation**		
Recurrent	1,684,000,000	1,825,000,000	1,785,306,036	92.27 %
Capital	184,000,000	229,000,000	194,231,538	80.35 %

3.6 Performance of the Utilization of Allocation



3.7 F.R. 208 Allocation made to the District Secretariat on behalf of other Ministries / Departments

Rs. '000

Ser. No.	Ministry/Department and Expenditure Description/Category	Purpose of the Provisioning	Allocation		Actual Expenditure	Utilized allocations as a % of final allocations provided
			Original Allocation	Final Allocation		
1	Presidential Secretariat (001)	Community Productivity Improvement Program	1.23	1.23	0.73	59%
		Establishment of an Elephant Enrichment Zone	3.29	3.29	1.45	44%
		Clean Sri Lanka Mobile and Special Community Service Program	3.00	3.00	2.69	90%
		Dutch Canal Cleanup Project	0.70	0.70	0.68	97%
		Wild Elephant Removal Operation	2.75	2.75	2.05	75%
		Community Productivity Improvement Program	1.90	1.90	0.20	10%
2	Election Commission (020)	Recurrent Expenditure	21.55	21.55	21.55	100%
3	National Audit Office (021)	Renovation of the Audit Sub-Office	4.20	4.20	3.50	83%
4	Ministry of Buddhist Culture and Religious Affairs (101)	Renovation of the gate of the Dankotuwa Cultural Centre	0.41	0.41	0.40	98%
		Renovation of the toilet system of the Puttalam Cultural Centre and construction of a new pit for the toilet	0.80	0.80	0.71	89%
		Renovation of the Pallama Cultural Centre	0.53	0.53	0.50	96%
		Purchase of a drawerless table for the Puttalam Cultural Centre	0.01	0.01	0.01	94%
		Purchase of a multi-function printer for the Madampe Cultural Centre	0.28	0.28	0.28	100%
		Renovation of the Sanghavasa of the Sri Sunandarama Viharaya in Natthandiya	0.50	0.50	0.50	99%
		Remaining work of the Dharma Hall of the Sri Bodhirajaramaya in Dankotuwa	0.50	0.50	0.50	99%
		Remaining work of the Sri Samittharamaya in Mahakumbukkadawala	0.50	0.50	0.49	97%
		Remaining work of the Sri Samayawardhanaramaya in Madampe	0.50	0.50	0.49	98%
		Remaining work of the Dharma Hall of the Sri Sumangalaramaya in Arachchikattuwa	0.50	0.50	0.49	97%
		Remaining work of the Dharma Pradeepaparamaya in Dankotuwa	1.00	1.00	0.99	99%
		Remaining work of the Dharma Hall of the Sri Remaining works of Munigunaramaya Dharma Hall	1.00	1.00	0.99	99%
		Remaining works of Jayasundararamaya Sanghavasa, Dankotuwa	1.00	1.00	0.99	99%
		Remaining works of Siri Sudassanaramaya Sanghavasa, Dankotuwa	1.00	1.00	0.99	99%
		Ethics Promotion Program	0.55	0.55	0.52	96%
		Recurrent Expenditure	0.05	0.05	0.04	81%
5	Ministry of Finance, Economy, Stabilization and National Policies (102)	Aswesuma Program	33.78	33.78	29.61	88%
		Disability Allowance	661.89	661.89	654.81	99%
		70+ Elderly Allowance	663.28	663.28	657.46	99%
		Centenary Elderly Allowance	0.77	0.77	0.76	98%
		Kidney Allowance	175.44	175.44	175.08	100%

6	Ministry of Defense (103)	Training sessions on combating human trafficking	0.07	0.07	0.02	31%
		Flood control in Kalpitiya Musalpitiya Grama Niladhari Division	3.01	3.01	0.02	1%
		Removal of obstructions to the flow of water from Kurulu Culvert to Thummodara Bridge for flood control in Nattandiya town	1.00	1.00	0.84	84%
		Renovation of Pulicchakkulam Spillway in Mundalama	1.65	1.65	1.57	95%
		Ditwah Cyclones - Emergency Disaster Response	1.00	1.00	0.60	60%
		Expenses related to cleaning the houses of families affected by the floods/waterlogging/cyclone disasters caused by the impact of Cyclone Ditwah and providing relevant assistance as per the instructions given in the letter NDRSC/02/04/10 dated 05.12.2025	2,000.04	2,000.04	1,375.12	69%
		Providing Rs. 100 allowance to officials for assessing houses and properties damaged due to sudden disasters	0.11	0.11	0.11	100%
		Improving the safety center at Yubi Jayasuriya Vidyalaya, Anamaduwa, Puttalam	1.36	1.36	1.34	98%
		To safely and healthily transfer people affected by the extensive disaster to their homes once the disaster has passed	5,055.16	5,055.16	3,772.33	75%
		Recurrent Expenditure	13.06	13.06	12.87	99%
7	Ministry of Justice (110)	Project to promote peace, coexistence and reconciliation among multi-ethnic, multi-religious communities	0.37	0.37	0.34	93%
		Upgrading the economic status of marginalized communities	0.33	0.33	0.32	96%
		Project to create ethnic harmony through environmental protection	0.14	0.14	0.14	100%
		Conducting language training courses at the district and Divisional levels	0.16	0.16	0.05	31%
		Programmes to be implemented at the district level based on the Official Language Day and the Concurrent	0.15	0.15	0.15	100%
		Programmes to be conducted at the district level to reflect the implementation of the Official Language	0.15	0.15	0.15	100%
		Programmes to be conducted at the district level to promote the implementation of the Official Language	0.25	0.25	0.20	80%
		Recurrent Expenditure	26.48	26.48	20.38	77%
8	Ministry of Health (111)	Ayurveda Conservation Council Empowerment Medical Clinic	0.04	0.04	0.04	100%
		Training Programs Related to the Right to Information Act No. 12 of 2016	0.06	0.06	0.06	100%
		Introduction of Traditional Food Recipes and Food Processing Methods	0.02	0.02	0.02	100%
		Yoga Training for the Control of Non-Communicable Diseases	0.02	0.02	0.02	100%
		Kidney Disease Prevention Program	3.75	3.75	2.87	77%
		Recurrent Expenditure	7.19	7.19	6.90	96%
9	Ministry of Foreign Affairs, Foreign Employment and Tourism (112)	Progress Review Meetings and Training Programs	0.12	0.12	0.12	98%
		Development of the road from Alankudawa Catholic Cemetery to the beach with laying Tar	4.54	4.54	0.11	2%
		Construction of a small parking at the Kandakulia beach	4.53	4.53	-	0%
		Development of the road from Etthala to Erumbukudal beach with with laying Tar	21.83	21.83	12.66	58%
		Recurrent Expenditure	1.07	1.07	1.00	93%
10	Ministry of Transport, Highways, Ports and Civil Aviation - (117)	Rural Road Development Program	28.62	28.62	22.68	79%
		Rural Road Development Program	116.00	116.00	86.55	75%

11	Ministry of Agriculture, Livestock, Lands and Irrigation (118)	Purchase of a computer	0.27	0.27	0.25	92%
		Purchase of a printer	0.16	0.16	-	0%
		Conducting training programs at the district level	0.06	0.06	0.06	100%
		2025 District Agriculture Committee Meeting	0.06	0.06	0.06	100%
		Renovation of the warehouses owned by the Rice Marketing Board	0.13	0.13	0.13	100%
		National Wildlife Census	0.08	0.08	0.08	100%
		Food Security and Technology Program	4.79	4.79	3.16	66%
		Renovation of the warehouses owned by the Paddy Marketing Board	0.01	0.01	0.01	100%
		Additional Food Crop Promotion Program	6.07	6.07	6.01	99%
		Renovation of the warehouses owned by the Paddy Marketing Board	0.98	0.98	0.91	93%
		For the internal division and preparation of the Title Registration Division of the Land Registrar's Office, Puttalam	0.33	0.33	0.22	67%
		Compensation interest for land acquisitions	19.97	19.97	19.65	98%
		Vehicle repairs	0.25	0.25	0.25	100%
		Farmer organization programs	0.12	0.12	0.11	97%
		Recurrent expenditure	32.91	32.91	31.51	96%
12	Ministry of Rural Development, Social Security and Community Empowerment - Counseling Programs in conjunction with Mental Health Week (124)	Counseling Programs	0.10	0.10	0.10	100%
		Stationery and Printing for the Establishment of a Data	0.32	0.32	0.13	41%
		Officer Training Program	1.91	1.91	1.45	76%
		Integrated Rural Development Program	37.41	37.41	30.96	83%
		Community Strength National Campaign for Poverty	2.10	2.10	1.59	76%
		Recurrent expenditure	2.06	2.06	1.99	96%
13	Ministry of Education	Recurrent expenditure	0.66	0.66	0.50	76%
14	Ministry of Public Administration, Provincial Councils and Local Government	Upgrading of Circuit bungalows	4.52	4.52	2.83	63%
		Purchasing household appliances	0.07	0.07	0.03	47%
		Purchasing household appliances	0.03	0.03	0.02	69%
		Data collection work under the e-Grama Niladhari	9.73	9.73	9.62	99%
		Recurrent Expenditure	4.08	4.08	3.48	85%
15	Ministry of Industry and Entrepreneurship Development	To procure stationery for the National Productivity Awards Competition 2025/2026	0.06	0.06	0.04	61%
		Installation of an outlet for the sewage drain in Dankotuwa Industrial Estate	1.00	1.00	-	-
		Payment of compensation to industrialists under the Disaster Affected Persons Social Empowerment Program	54.60	54.60	0.80	1%
		Building Development	1.10	1.10	0.76	69%
		Property Equipment	0.32	0.32	0.16	50%
		Stationery and Office Equipment	0.54	0.54	0.43	79%
		Staff Training	0.20	0.20	0.13	63%
		Programs conducted at the Divisional Secretariat Level	4.93	4.93	3.92	80%
		Recurrent Expenditure	13.30	13.30	11.86	89%
16	Ministry of Fisheries and Aquatic Resources	District Fisheries Coordination Committee Meeting	0.02	0.02	0.02	98%
17	Ministry of Environment	Programs in conjunction with World Environment Day	0.30	0.30	0.30	99%
		Awareness programs for school children	0.20	0.20	0.20	100%
		Recurrent Expenditure	5.71	5.71	5.25	92%

18	Ministry of Women, Children's Affairs and Social Empowerment	Pre-marital Counseling Program	0.10	0.10	-	-
		District Child Development Committee Meeting	0.06	0.06	0.05	94%
		School Children Awareness Program on Prevention of	0.09	0.09	0.09	100%
		Mental Health Day Program	0.05	0.05	0.05	100%
		Psychosocial Counseling Program	0.05	0.05	0.05	100%
		Progress Review Meeting of Women Development	0.02	0.02	0.02	90%
		International Women's Day	0.05	0.05	0.05	90%
		Vanita Navodya Women's Work Organization Activation	0.03	0.03	0.03	100%
		Widows and Home-Headed Women Entrepreneurship	0.10	0.10	0.10	100%
		Women Entrepreneurship Development Program in the Fisheries Sector	0.20	0.20	0.18	90%
		Diriya Manpetha Program	0.30	0.30	0.24	81%
		Diviyata Aruthak Program	0.10	0.10	-	-
		Income Generation Training Program for Women	0.05	0.05	0.05	100%
		Canopy Hut Provision Program	0.15	0.15	0.13	87%
		Vanita Navodhya Women's Work Organization	0.03	0.03	0.03	100%
		Mobile Sales Vehicle Provision Program under Women	0.09	0.09	0.09	100%
		Widow Headed Women Entrepreneurship Development Program	0.10	0.10	-	-
		Relief for Women Affected by Unregulated Microfinance	0.30	0.30	0.29	100%
		Nutrition Allowance for Pregnant Mothers	390.76	390.76	332.18	85%
		Breakfast Meals for Pre-School Children	104.67	104.67	87.93	84%
		Pre-School Teacher Allowance	37.43	37.43	37.01	99%
		Early Childhood Development Officer Progress Review	0.02	0.02	0.02	87%
		World Children's Day Program	0.06	0.06	0.06	100%
		Early Childhood Care and Development Programs	0.51	0.51	0.51	100%
		Recurrent Expenditure	1.47	1.47	1.34	91%
19	Ministry of Digital Economy (186)	Developing the digital capabilities of the administrative machanism	17.00	17.00	9.55	56%
20	Ministry of Public Security (189)	Recurrent Expenditure	0.24	0.24	0.18	75%
21	Ministry of Youth Affairs and Sports (194)	Self-breathing training program	0.53	0.53	0.43	81%
22	Ministry of Science and Technology (196)	Capital Expenditure- Purchase of Machinery	0.18	0.18	0.17	100%
		Technology Transfer Programs	0.13	0.13	0.12	89%
		Recurrent Expenditure	2.83	2.83	2.38	84%
23	Department of Buddhist Affairs (201)	Developing underdeveloped Dhamma schools	1.80	1.80	1.78	99%
		Dhamma school teacher training program	0.45	0.45	0.42	92%
		Recurrent Expenditure	19.52	19.52	17.36	89%
24	Department of Muslim Religious Affairs	Providing facilities and development to Muslim religious places	1.23	1.23	1.21	99%
		Recurrent Expenditure	0.01	0.01	0.01	100%
25	Department of Christian Religious Affairs	Development of the Boralessa St. Anne's Church Dhamma School building	1.00	1.00	0.90	90%
		Recurrent Expenditure	0.36	0.36	0.35	99%
26	Department of Cultural Affairs	Providing assistance to needy artists, Suwadam programme for artist, providing assistance to processions	0.92	0.92	0.82	90%
		Dolosmahe Pahana program	0.43	0.43	0.25	58%
		Children's Art Festival	0.06	0.06	0.05	94%
		Art Jewelry Awards Ceremony	0.01	0.01	0.01	100%
		District Progress Review Meeting	0.02	0.01	0.02	168%
		Art Center Assistance	0.20	0.20	0.17	85%
		Literary Festival	0.61	0.61	0.49	80%
		Recurrent Expenditure	0.75	0.75	0.51	68%
27	Department of Government Information (210)	Recurrent Expenditure	0.07	0.07	0.05	78%

28	Department of Social Services (216)	Community Drug Prevention Program	0.03	0.03	0.03	100%
		Progress Review Meeting on the National Community Based Rehabilitation Program	0.08	0.08	0.08	100%
		District Joint Progress Review Meeting	0.01	0.01	0.01	100%
		Entrepreneurship Training Program for Self-Employed Persons with Disabilities	0.02	0.02	0.02	100%
		Direct Assistance under the Community Based Rehabilitation Program	0.46	0.46	0.45	99%
		Development Projects Related to the Community Based Rehabilitation Program	0.03	0.03	0.01	33%
		Entrepreneurship Training Program for Persons with Disabilities	0.06	0.06	0.06	100%
		Transportation and Food Service for the National Trade and Vocational Skills Exhibition for Persons with	0.66	0.66	0.66	100%
		National Athletics Tournament and Cultural Performance for Persons with Disabilities	1.13	1.13	1.03	91%
		Recurrent Expenditure	24.29	24.29	22.89	94%
29	Department of Probation and Child Protection (217)	Regional Children's Council/District Children's Council and World Children's Day Program	1.38	1.38	1.22	88%
		Medical Nutrition Assistance	0.04	0.04	0.03	86%
		Kepagaru Degaru	0.33	0.33	0.33	100%
		Twin Child Aid	0.02	0.02	0.02	100%
		Recurrent Expenditure	0.46	0.46	0.32	69%
30	Department of Sports and Development (219)	Development of the playground of the Pu/Karathiv Muslim School	10.00	10.00	6.72	67%
		Procurement of electricity to the playground area of the indoor playground under construction at the Nattanidiya Dhamimissara National School	5.00	5.00	4.86	97%
		Recurrent Expenditure	0.08	0.08	0.01	12%
31	Department of Registration of Persons (227)	Recurrent Expenditure	26.77	26.77	26.09	97%
32	Department of National Planning (237)	Decentralized Budget Program	92.00	92.00	83.19	90%
33	Sri Lanka Excise Departments (248)	Recurrent Expenditure	0.92	0.92	0.74	81%
34	Department of Census and Statistics (252)	Purchase of office equipment	0.35	0.35	0.23	67%
		Population and Housing Census	45.74	45.74	43.82	96%
		Recurrent Expenditure	6.80	6.80	5.42	80%
35	Department of Pensions (253)	Purchase of furniture, office equipment	0.01	0.01	0.01	100%
		Civil pension	16.90	16.90	15.77	93%
		Widow's pension	7.92	7.92	6.63	84%
		Recurrent Expenditure	1.29	1.29	0.95	73%
36	Registrar General's Department (254)	Chilaw Land Registrar's Office renovated	8.39	8.39	0.19	2%
		Recurrent Expenditure	10.03	10.03	9.82	98%
37	Department of Wildlife Conservation	Wild elephant removal operation	9.16	9.16	6.99	76%
38	Department of the Commissioner General of Lands (286)	Mobile service program on land issues	0.04	0.04	0.02	57%
		Implementation of eviction orders	0.11	0.11	-	-
		Recurrent Expenditure	0.78	0.78	0.78	99%
39	Department of Fisheries and Aquatic Resources (290)	Chilaw Fisheries Sub-Office roof repaire	0.24	0.24	-	0%
		Projects planned to deepen the canals in Janasavipura, Moththuwara, Anawasala and Uchchamunai	2.91	2.91	0.37	13%

40	Department of Textile Industries (303)	Recurrent Expenditure	10.37	10.37	9.80	94%
41	Department of Motor Vehicles (307)	Recurrent Expenditure	1.28	1.28	1.01	79%
42	Department of Community Based Corrections (326)	Recurrent Expenditure	0.70	0.70	0.49	70%
43	Department of Land Use Policy Planning (327)	Puttalam District Land Use Planning Office Building Renovation	2.50	2.50	2.50	100%
		Purchase of Office Equipment	0.04	0.04	0.04	100%
		Development Programs	2.52	2.52	2.51	99%
		Recurrent Expenditure	0.52	0.52	0.46	88%
44	Department of Manpower and Employment Security (328)	District/Divisional Job Centre Programme	0.24	0.24	0.36	150%
		Provisions for Smart Youth Programme	0.09	0.09	0.09	100%
		Business Development Programme in the Informal Sector	0.03	0.03	0.03	100%
		Digital Entrepreneurship Development Programme	0.32	0.32	0.32	100%
		Outcomes for the Programme targeting the employed in the formal sector (Tourist Boat Riders)	0.15	0.15	0.15	100%
		Data entry and analysis of the relevant survey on nursing services	0.00	0.00	0.00	100%
		Recurrent Expenditure	0.74	0.74	0.68	92%
			9,965.58	**9,965.58**	**7,773.91**	**78%**

3.8. Performance of the Reporting of Non-Financial Assets

Assets Code	Code Description	Balance as per board of Survey Report as at 31.12.2025	Balance as Financial Position Report as at 31.12.2025	Yet to be accounted	Reporting Progress as a %
9151	Building & Structure	1,506,666,576	1,506,666,576	Referred for Assessment.	100 %
9152	Machinery & Equipment	536,661,313	536,661,313		100%
9153	Land	1,058,162,200	1,058,162,200		100%
9154	Intangible Assets				
9155	Biological Assets				
9160	Work in Progress				
9180	Lease Assets				

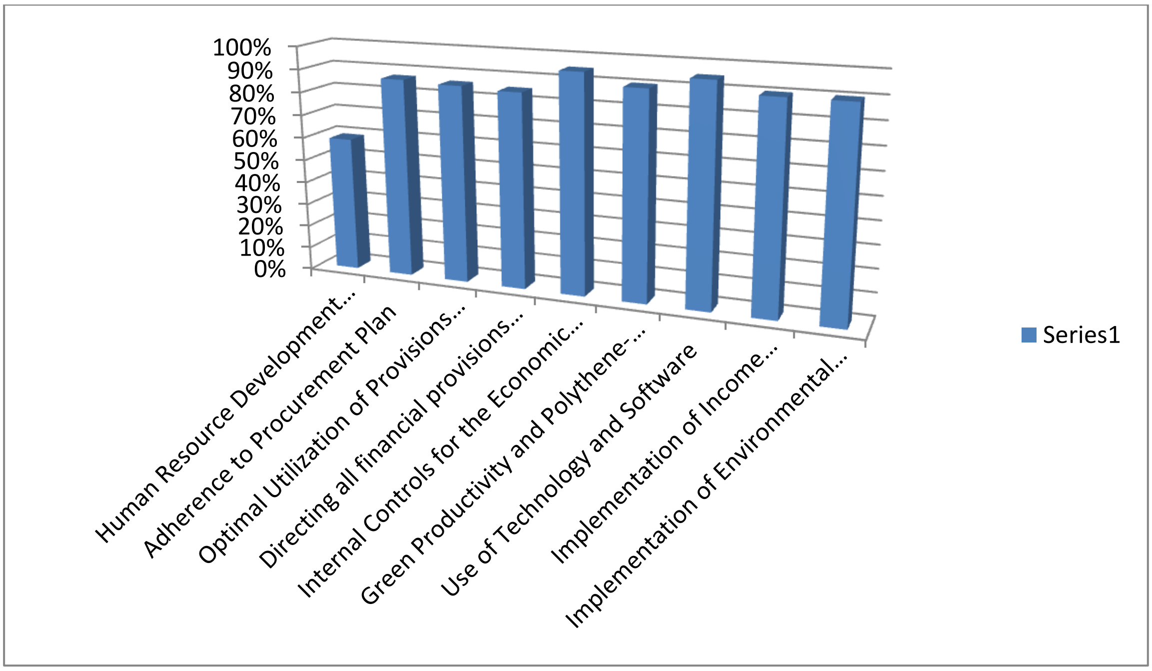
3.9 Auditor General's Report

This report is attached herewith as a Sinhala Version.

Chapter 04 – Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action plan)

Specific Indicators	Actual output as a percentage (%) of expected output		
	75% - 100%	50% - 74%	0% - 49%
Human Resource Development Local and Foreign Training		59%	
Adherence to Procurement Plan	87%		
Optimal Utilization of Provisions Provided through Annual Estimates	86%		
Directing all financial provisions received by the District towards the desired goals	85%		
Internal Controls for the Economic and Efficient Management of Provisions	95%		
Green Productivity and Polythene-Free Environment	90%		
Use of Technology and Software	95%		
Implementation of Income Generating Projects	90%		
Implementation of Environmental Conservation Programs	90%		



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

5.1. Overview

The fundamental goal of sustainable development is to preserve a nation's natural resources for future generations by managing them effectively now. In light of this, the United Nations Development Program unveiled 17 Sustainable Development Goals (SDG) in 2015, which are to be accomplished by 193 member nations by 2030 and span 17 sectors. Therefore, by tying together the fundamental pillars of human, social, economic, and environmental elements, the goal is to guide economies toward sustainable development through environmental sustainability, social sustainability, and economic development. Together with the public sector, non-governmental organizations, and international organizations, Sri Lanka is taking initiatives to meet the goals and targets of sustainable development by the year 2030.

Accelerating investments for productivity enhancement, providing the necessary infrastructure for priority sectors, and directing development strategies with a greater focus on gender equality are all necessary to achieve the primary and foremost goal of these SDGs, which is to "end poverty in all its forms in everywhere."

5.2. The achievements and challenges of the Sustainable Development Goals

5.2.1. Indicate the Identified respective Sustainable Development Goals

Goals/objectives	Achievements	Indicators	Progress achieved up to now		
			0%-49%	50% - 74%	75%-100%
01. Eradicate all forms of poverty everywhere	Reducing the proportion of women and children of all ages suffering from all forms of poverty by at least half	Providing employment opportunities for (971/812)youths in poverty-stricken families			120%
		Training programs – (485/447) were conducted			109%
		Providing loans to start businesses – (1480/1254)			123%
		Engaged (178/478) families for Revenue generation programme and Home Productivity Programs	37%		
		Conducted (276/333) Awareness prog. On Prevention of Drugs			83%
		Providing self-employment assistance for (325/483) individuals.		67%	
		(1353/588) Entrepreneurship Development Programs were implemented.			230%

		Savings promotion programs (275/275) were implemented			100%
		(12/16) Awareness Program on Financial Management for Migrant Family Members were conducted.			75%
02. .Promoting sustainable agriculture by eliminating hunger, achieving food security and high nutritional status.	Eradicate hunger by 2030, and ensure that poor and vulnerable populations, including children, have access to adequate food that is safe and nutritious throughout the year	(529/571) Awareness Programme on food and nutrition were conducted			93%
		Conducting (30/35) programs to increase the productivity of underutilized agricultural lands through soil and water conservation			86%
03. Ensuring a healthy life and promoting well-being at all ages	Reduce 1 / 3rd of all premature deaths caused by non-communicable diseases by 2030 and promote mental health and wellbeing	Conducted (21/21) Awareness Programme on alcohol and drug use and moral education			100%
		Conducting (54/62) Sports Competition			87%
		Conducting (335/202) medical clinics			166%
		Conducting (05/09) Rural Sports Ground Development		56%	
		Providing sports equipment and conducting (18/18) sports training sessions			100%
04. Ensuring a perfect, fair quality education and promoting access to lifelong education for all.	Ensuring that all girls and boys complete free, equitable and high quality primary and secondary education so that effective learning outcomes can be achieved by 2030.	Directing (2919/2784) youths who fulfilled the secondery education to effective tertiary education			105%
		Providing career guidance for 15595 students			105%
		Conducting 1087 awareness programs			106%
		Providing 544 scholarship benefits			85%
05. Achieve gender equality and empower all women and girls.	Elimination of all forms of discrimination against women and girls in all areas.	Conducting 18 psychosocial counseling support programs for victims of violence			120%
		Conducting 121 programs to educate members of migrant families about child safety			121%

		Establishing Child Safety Committees in Schools (42/50)			84%
06. To ensure water and sanitation facilities for all and sustainable management of them.	By the year 2030, all will be able to achieve equal hygiene and fitness, and eliminate outdoor excretion and focus on the special needs of women, girls and vulnerable persons in particular.	Providing necessary facilities to (500/505) families by drawing the attention of NGOs			99%
		Implementing awareness programs for school children and adults – (128/128)beneficiaries			100%
07. Ensuring affordable, reliable, sustainable and modern energy supply for all	Ensuring that all people have access to reliable, modern sources of energy at affordable prices by 2030.	Provision of (04/05) solar-powered water motors for farmland			80%
08. Promote perfect nutrition, sustainable economic growth and full and productive employment for all.	Prohibiting child labor, protecting labor rights and promoting a safe working environment for all employees	Providing career guidance services and entrepreneurship development – (1727/1788) programs			97%
		Conducting (229/210) training programs to identify and provide employment opportunities to people between the ages of 18-60			109%
		Obtaining information and identifying adult entrepreneurs –(6/10)		60%	
		Establishing a child protection network at the rural level – (325/558)		58%	
09. Build strong infrastructure, promote inclusive and sustainable industrialization and encourage innovation.	Provide support to local technology development and research and innovation in developing countries; create a conducive policy environment for diversifying industries and adding value to products	Referral for technical training – (193/40)			483%
		Providing financial assistance to individuals for local technical developments – (50/42)			119%
		Providing necessary assistance to (81/81) individuals to enter the market			100%
		Development of infrastructure facilities – (160/157)			98%

		Implementation of the Business Desk program with the aim of creating small and medium scale enterprises – (80/80)			100%
		Implementing a strategic plan (Lead to Leed) to develop vocational skills of school dropouts-2657			100%
11. Making cities and settlements perfect, secure, strong and sustainable	Reducing individual impacts by 2030, including the city's air quality and urbanization and other waste management.	Reducing the use of polythene and plastic by 50% -(128/128)			100%
12. Ensuring sustainable consumption and production patterns.	Refraining and Reducing waste generation, reusing through recycling by 2030	Implementing (16/16) projects at the institutional, divisional and district levels			100%
		Implementing environmental conservation programs –(16/16)			100%
13. Climate change and Prompt action of their impacts	Reducing the number of families affected by the climate to 10% per annum	Implementing (05/05) development projects to minimize the constant damage caused by floods			100%
15. Sustainable use of terrestrial ecosystems, sustainable forest management, combating desertification, restoring, protecting and promoting land degradation, halting and rehabilitating land degradation and halting biodiversity loss.	Encourage the mobilization of financial resources from all sources for the conservation and sustainable use of biodiversity and ecosystems.	Implementation of (77/46) community awareness programs			167%

5.2 Achievements and challenges in achieving the Sustainable Development Goals

Challenges

1. Although various awareness programs have been conducted to reduce the use of alcohol and drugs, which are the cause of many factors such as increasing poverty, loss of healthy lives, loss of quality education, the number of people addicted to drugs has increased day by day.

2. A major problem in achieving safe and nutritious food for all people is the destruction of agriculture due to drought conditions in Puttalam district where the climate is dry for most of the year and animals damage agriculture.

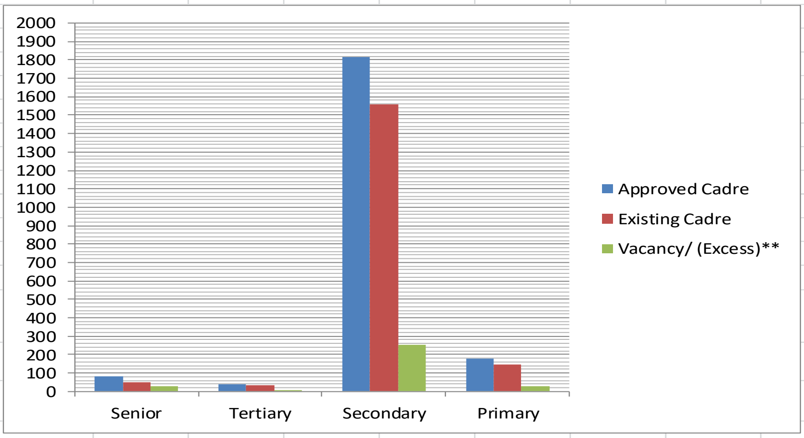
3. Heavy rainwater that falls in the Central Province, Kurunegala District and Anuradhapura District flows into the sea through Puttalam District. Although Puttalam does not receive heavy rains, it is a challenge to constantly face flood disasters due to the geographical location of the district.

Chapter 06- Human Resource Profile

6.1 Cadre Management

Grade	Approved Cadre	Existing Cadre	Vacancy/ (Excess)**
Senior	80	52	28
Tertiary	39	34	5
Secondary	1814	1559	255
Primary	178	148	30

6.1 Cadre Management



06.2 **briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

The concerned authorities have been informed to fill the existing vacancies. An internal program has been used to continuously carry out the duties related to senior and tertiary vacant positions. (Duty coverage, work supervision, performance of duties) Development Officers are employed for the vacancies of secondary grades and carry out the duties continuously. Multitasking Officers are deployed to continuously perform the duties related to the primary vacant posts.

Human Resource Development - 2025

Ser.No	Programme	No.of Employees Trained	Programme Duratio (Days)	Total Investment	Nature of programme (Local/Foreign)	Output/Knowledge gained*
1	Training on Productivity Concepts	229	1	39,550.00	Local	Productivity knowledge development
2	Certificate Course on Procurement Process	1	10	30,000	Local	Professional knowledge of the procurement process
3	Salary Preparation of Public Servants	8	1	58,500	Local	Increase productivity
4	Training on Procurement Process	15	1	3,950.00	Local	Awareness of officers on the relevant subject and increase productivity
5	Training Program on Procurement Guidelines	3	2	43,000	Local	Increase productivity
6	Divisional Secretary-Postgraduate Degree in Social Sciences	1	01 year	102,500.00	Local	Increase productivity
7	Assistant Divisional Secretary-Postgraduate Degree	1	01 year	150,000.00	Local	Improve mental health
8	Awareness Program on Mental Health Services	175	01	15,600.00	Local	Regularization of land duties
9	Training on Land Duties	10	1	3,700.00	Local	Making Grama Niladhari work efficient and carrying out official duties in a way that creates public satisfaction.
10	Training on Grama Niladhari Duties	20	1	4,200.00	Local	Increased knowledge of correct office methods
11	Office System Training	123	1	22,900.00	Local	Increased productivity
12	Office Management and Financial Regulations	16	2	192,000	Local	Increased capacity
13	Mr. R. Prabhakaran (Assistant Divisional Secretary) A.H.M. Hettiarachchi (Accountant) Master's Degree	2	01 year	450,000	Local	Increased knowledge of basic investigation
14	Basic Investigation	5	1	32,500	Local	Increased technical knowledge in performing duties
15	Using Technology for Field Duties and Facilitating Duties with AI Technology	89	03 hr	9,705.00	Local	Increased productivity
16	Audit Training for Office Officers	50	03 hr	16000	Local	Increased productivity
17	Accounting Roles and Practical Usage	8	1	63,000	Local	Awareness of officers on the relevant subject
18	Training on general conduct and discipline of officers	100	1	25,260	Local	Increased productivity

19	Inspection under Section 104 of the Act on Losses and Damages	6	1	39,000	Local	Increased productivity in office paperwork
20	Filing and Financial Regulations	100	2	37,200	Local	Increased productivity
21	Filing and Preparation of Official Letters	100	1	8,200	Local	Increased productivity
22	One-day Workshop for Drivers	4	1	24,500	Local	Increased productivity
23	Answers to Audit Queries	1	1	6,500	Local	Increased productivity
24	Postgraduate Diploma in Public Administration and Management	01	01 year	225,000	Local	Increased productivity
25	Divisional Secretary-Postgraduate Diploma	1	01 year	220,000	Local	Increased productivity
26	Annual Goods Survey	1	1	12,000	Local	Increased productivity knowledge knowledge
27	Disciplinary Procedure Certificate Course	1	10	25,000	Local	Increased productivity knowledge
28	Formal Disciplinary Examination Process	2	2	24,000	Local	Productivity increase
29	Filing Activities	2	1	13,000	Local	Productivity knowledge development
30	Office Minute Writing and Official Letter Writing	8	1	52,000	Local	Productivity increase
31	Certificate Programme on Information and Communication Technology (ICT) and Artificial Intelligence (AI) for Office Productivity	2	5	60,000	Local	Awareness of officers on the relevant subject and productivity increase
32	Government Vehicle Maintenance	1	1	6,500	Local	
33	Two-day training programme for PL category officers to be conducted at the district level	155	2	126,760	Local	Productivity knowledge development
34	Training programme to sensitize officers on fire prevention, emergency fire incident		1	8,100	Local	Productivity increase
35	Training programme for officers in the Office Servant Service	14	1	14,735	Local	Productivity increase
36	Maintaining a Personal File Maintenance Program for Officers Recruited under the Limited Competitive Examination for Recruitment to Grade III of the Management Service Officer Service 2023 and Appointed in the Year 2025	11	1	71,500	Local	Productivity increase
37	Capacity Development Special Training Program	1	1	6,500	Local	Productivity increase
38	Awareness Program for Officers on the Anti-Bribery and Corruption Act	23	5	78,248	Local	Productivity increase
39	Capacity Development Special Training Program	14	1	57,000	Local	Productivity increase
40	Program to officers on the Anti-Bribery and Corruption Act	235	1	138,255	Local	Awareness of officers on the relevant subject and productivity increase

Chapter 07- Compliance Report

S.No.	Applicable Requirement	Compliance Status(Complied/Not Complied	Brief Explanation for Non Compliance	Correct Action proposed to avoid non-compliance to future
1	**The following financial statements/accounts submitted on due date**			
1.1	Annual Financial Statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2	**Maintenance of Books and Registers (FR445)**			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/Personal emoluments cards has been maintained and	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stock Register has been maintained and update	Complied		
2.9	Register of losses has been maintained and update	Complied		
2.1	commitment Register has been maintained and update	Not Complied	It is being updated by Cigas.	
2.11	Register for Counterfoil books (GA-N20) has been maintained and update	Complied		
3	**Delegation of Function for financial control (FR 135)**			
3.1	The financial Authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated whiten the institute	Complied		
3.3	The authority has been delegated in such a manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 01.05.2014 in using the Government Payroll Software Package	Complied		

4	**Preparation of Annual Plans**			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5	**Audit Queries**			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Not Complied	Out of 36 audit queries, 07 have been submitted on time.	
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	Not Complied	Not done during the relevant year	
6.2	All the internal audit reports has been replied within one month	Not Complied	Responses have been provided to 06 internal audit reports within a period of one month.	
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	Complied		
6.4	All the copies of internal audit reports has 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 theDMA Circular 1-2019	Not Complied	During the relevant year, 04 committees were not held in all Divisional Secretariats.	

8	**Asset Management**			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/16	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 o	Complied		
9	**Vehicle Management**			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10	**Management of Bank Accounts**			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through 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 the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12	**Advances to Public Officer'S Account**			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled.	Not Complied	There are 04 outstanding loan balances that date back many years. Necessary steps are being taken to reduce those loan balances.	Payments of loans aresettled as per Treasury Circular No.118.
13	**The General Deposit Account**			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14	**Imprest Account**			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task_	Not Complied	There have been several cases of delays due to documentation deficiencies.	
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly_	Complied		
15	**Revenue Account**			
15.1	The refunds from the revenue had been made in terms of the regulation	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		

16	**Human Resource Management**			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing All reports have been submitted to MSD in terms of their circular	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17	**Provision of information to the public**			
17.1	An information officer has been appointed and a proper register of information is maintained and 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		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Ac	Complied		
18	**Implementing citizens charter**			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of 05/2008 and 05/2018(1) of Ministry of Public Administration and Management_	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the	Complied		
19	**Preparation of the Human Resource Plan**			
19.1	A human resource plan has been prepared in terms of the format in Annexure Administration Circular No.02/2018 Dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		

19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	**Establishing the e-Local Government System**			
20.1	(20.1) The citizens have been provided with the facility to submit applications online in accordance with the Local Government Circular No. 2018/e-Local Government-01 dated 19.07.2018	Not Applicable		
20.2	The citizens have been provided with the facility to make payments online.	Not Applicable		
20.3	'Front Offices' and Customer Service Centers have been introduced in order to provide a people-friendly service	Not Applicable		