



Annual Performance Report for the year 2025

Department of Social Services

Expenditure Head No. - 216

Department of Social Services

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Sethsiripaya - Stage II

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Chapter 01

Institutional profile/ Executive summary

1.1 Introduction

The Department of Social Services, operating under the vision of empowering every individual subjected to marginalization and disadvantaged conditions in order to live with pride in a secure and inclusive society, fulfills its duties under the Ministry of Rural Development, Social Protection, and Community Empowerment. In alignment with the provisions received for the year 2025 and in accordance with its departmental mandate, various identified programs have been planned and implemented from the grassroots level up to the national level. Accordingly, this report contains the comprehensive information pertaining to the activities carried out by the Department of Social Services during the year 2025.

With the aim of enabling young persons with disabilities to develop the knowledge, skills, and attitudes necessary to live independently in society as productive citizens within their homes and communities, and to make them active participants in the National Labour Force, opportunities have been provided through 11 vocational training institutions operating under the Department of Social Services.

Furthermore, at the district and divisional secretariat levels, the Community-Based Rehabilitation (CBR) National Program is implemented according to systematic procedures with the objective of providing the necessary services to persons with disabilities. As one component of this program, special projects are implemented at the district and divisional levels. In addition, welfare programs are carried out in 18 hospitals across the country for the benefit of the hospitalized individuals with disabilities.

Also, a significant role is fulfilled through the Navinna and Sithijaya Child Guidance Centers to timely intervene and provide necessary services to minimize the physical and psychological challenges faced by children during their early childhood. In addition, a Pre-Vocational Skills Development Center has been established in the Kottawa area to enhance the life skills of children aged 14 to 30 with intellectual disabilities and to prepare them for vocational training. Upon completion of the training, the institution conducts a skills assessment and progress evaluation, following which the children are either referred to a vocational training institute or provide them with home/social inclusion.

Furthermore, the program for the rehabilitation of persons with substance abuse is another initiative implemented by the Department. Under this program, a residential rehabilitation institution for persons with substance abuse has been established in the Puwakpitiya area of Avissawella. In addition, at the divisional level, significant services are provided to safeguard the future generation of the country through public awareness programs on substance prevention and character development programs for the general public and school students.

In order to showcase the artistic talents of persons with disabilities and bring them to the national level, the Department of Social Services conducts special programs aimed at empowering the disabled community socially while gaining national recognition. These include the National Cultural Event for Persons with Disabilities “Sithroo” National Art Festival; the “International White Cane Day Celebrations” for the visually impaired community; the “International Sign Language Day Celebrations” for the hearing-impaired community; and the National Paralympic Games to bring the sporting abilities of persons with disabilities to the international level.

Furthermore, in order to foster mutual goodwill, understanding, and trust among vocational training beneficiaries, their parents, staff, and other members, the Bakmaha Festival for children with disabilities is held at the institutional level. In addition, among the institutions managed under the Department of Social Services, annual events are conducted to recognize the artistic and musical talents of the children of these beneficiaries. These include the Poson-themed “Poson Udavai Daham Udavai” Poson Bhathi Gee Competition, art competitions, and Poson Lantern creation contests.

Further, with a view to achieving the success of all development programmes in line the mission of the Department, all field officers attached to the divisional and district secretariats, officers attached to the institutions under the Department and the officers of the headquarters are directed to local and foreign workshops, seminars and training courses for the purpose of improvement of efficiency, motivation for service and productivity of them.

Although the “Diriya Products Trade Exhibition,” which had been organized with the objective of creating a national-level market for the products of persons with disabilities across the country, could not be held due to the sudden nationwide cyclone conditions caused by the cyclone Ditwah, it was possible to successfully conduct the “Diriya Market” at the Sethsiripaya premises by bringing together the creations made by the beneficiaries in the institutions.

It was possible to achieve high performance through all programs and projects implemented during the year 2025 and this report presents information related to such programmes and overall financial performance under the expenditure Head No. 216.

1.2 Vision, Mission and Objectives of the Institution



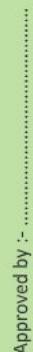
Objectives

- Ensuring equal rights, opportunities, freedom, and social security for underprivileged communities, including marginalized and disadvantaged persons with disabilities.
- Enhancing the living standards of persons with disabilities by providing access to income-generating opportunities.

1.3 Key functions

- Providing vocational training for youth with disabilities through vocational training institutes operated under the Department of Social Services.
- Developing the professional activities of youth with disabilities in alignment with the existing market demands by utilizing modern technological methods.
- Implementing early intervention programs for children with disabilities and facilitating their inclusion in integrated education.
- Providing full-time residential care and empowerment for individuals with various disabilities who have lost parental or guardian support.
- Delivering necessary services for persons with disabilities under the community-based rehabilitation (CBR) program and establishing and strengthening self-help organizations for persons with disabilities at the regional level.
- Organizing and implementing residential rehabilitation and awareness programs for individuals with drug addiction.
- Facilitating daily activities for persons with hearing impairments by providing identity cards and sign language interpretation services.
- Providing financial assistance to voluntary organizations that work for the well-being of persons with disabilities.
- Providing medical assistance, ensuring rights protection, and supporting sports, educational, and cultural activities for visually impaired individuals under 60 years of age, along with infrastructure facilities and other welfare services.
- Integrating a proportion of service recipients referred by court orders under the Vagrancy Ordinance into society and enabling their participation as active members of the national workforce.
- Establishment of a research unit under the Department of Social Services for the purpose of identifying social issues.
- Initiation of activities related to the establishment of Skills Development Day Care Centers at the district level.
- Enhancing the knowledge, skills, and attitudes of officers attached to the department by facilitating local and foreign training, conferences, and workshops.

Department of Social Services – Organizational Structure



1.5 Main Divisions and Institutions under the Department of Social Services

Divisions of the Department of Social Services

- Administration Division
- Sign Language Division
- Service Division
- Community Based Rehabilitation Division (CBR)
- Development Division
- Finance and Accounts Division
- Internal Audit Division
- Research and Media Division

Institutions under the Department of Social Services

❖ Vocational training institutes

- Ketawala Vocational Training Institute
- Wattegama Vocational Training Institute
- Amunukumbura Vocational Training Institute
- Madampe Vocational Training Institute
- Seeduwa Vocational Training Institute
- Kalawana Vocational Training Institute
- Thelambuyaya Vocational Training Institute
- Ragama Vocational Training Institute
- Batticaloa Vocational Training Institute
- Killinochchi Vocational Training Institute
- Tholangamuwa Affiliated Vocational Training Institute

❖ Child Guidance Centres

- Navinna Child Guidance Center
- Sithijaya Child Guidance Center

❖ Pre-Vocational Skills Development Centre – Kottawa

❖ Care Centres

- Jayawiru Sevana Care Centre
- Manusath Piyasa Women's Care Centre

❖ Jayawiru Samadhi Rehabilitation Institute

❖ Ridiyagama Kalana Detention Home

1.5.1.1 Administration Division

The primary responsibility of the administrative division is to provide the necessary support services to effectively and efficiently achieve the expected objectives of the mission of the Department of Social Services.

This includes managing human and physical resources, carrying out institutional and administrative functions, implementing policy decisions, and delivering support services to all divisions of the department. In addition, various responsibilities are carried out, including the acquisition of lands belonging to the Department, the resolution of issues pertaining thereto, and the maintenance of relevant registers.

1.5.1.2 Sign Language Division

The primary responsibility of the Sign Language Division is to provide sign language interpretation services to facilitate the educational, social, and cultural needs of persons with full or partial hearing impairment, as well as to ensure their access to healthcare and legal facilities. For this purpose, the Department of Social Services employs ten sign language interpreters. Out of them, six officers serve in vocational training institutes, while the remaining four are stationed at the Sign Language Division of the headquarters. Additionally, these officers provide necessary support to government institutions and media organizations to facilitate communication of the individuals with hearing impairments.

1.5.1.3 Community Based Rehabilitation Division (CBR)

The CBR Division implements the Community Based Rehabilitation (CBR) National Program for Persons with Disabilities. The program provides a unique service to the rehabilitation and socialization of people with disabilities through rehabilitation and socialization of people with disabilities, and provision of services to them especially at the home level.

This process involves identifying individuals with disabilities and formulating personalized rehabilitation plans for each of them. It includes providing training to enhance their skills, facilitating the necessary coordination for their social integration, and making efforts to incorporate them into the mainstream to enable making their contribution to the economy as productive contributors. A structured programme operates from the rural level to the national

level to ensure the provision of essential services and opportunities for these individuals. In addition, economic and social empowerment is promoted through the mobilization and organization of persons with disabilities under Self-Help Organizations, and by recognizing them at the national level.

1.5.1.4 Service Division

The Services Division operates with the objective of empowering persons with disabilities across Sri Lanka under the auspices of the Government and safeguarding their rights to live as dignified citizens, and performs the following functions towards achieving the said objective :

- Providing vocational training for young individuals with disabilities (aged 16-35)
- Directing children with disabilities towards vocational training through the development of pre-vocational skills.
- Facilitating employment (both self-employment and institutional employment) for those who have completed their training, and conducting follow-up assessments on them.
- Providing services through child guidance centers to support the development of children with disabilities, from pre-school education level to formal school level.
- Providing rehabilitation and social reintegration services for drug-addicted individuals through rehabilitation centers dedicated to preventing the use of drugs.
- Providing allowances to recognize and motivate teachers serving in special education units and non-governmental preschools for children with disabilities.
- Providing necessary care services through care centers for mentally retarded men/women who have lost their parents/guardians.
- Providing shelter under Houses of Detention Ordinance for the persons who are offenders under the Vagrants Ordinance, providing necessary services to build a better standard of living through empowerment and socialization
- Providing state support to the social welfare mission carried out by voluntary organizations operating for the disabled community by providing maintenance assistance to those organizations.

1.5.1.5 Development Division

A number of responsibilities that directly affect the overall functioning of the Department of Social Services are carried out by the Development Division. Priority is given to the preparation of the Departmental Action Plan and progress reports, as well as to activities such as training programmes conducted in parallel with the development of the capacities of officers, updating of knowledge, and improvement of productivity. In addition, activities relating to the establishment of Skills Development Day Care Centres at the district level are also carried out. Furthermore, responsibilities such as the organization of national programmes, coordination and guidance of non-governmental organizations, and the implementation of various projects and programmes are also undertaken.

1.5.1.6 Finance and Accounts Division

The main functions carried out by the Accounts Division are obtaining annual allocations for operations and development programmes of the Department of Social Services, management of allocations, making payments as well as putting into practice the powers vested in the Chief Accounting Officer through the Financial Regulations, by maintaining state accounts in a transparent manner, observing financial discipline.

The financial and accounting functions are carried out under the guidance, management, supervision, and direction of the Chief Accountant. All procurement processes are conducted transparently in accordance with the authority granted by financial regulations, special directives, and government circulars. Additionally, the management, updating, and accounting of government assets under the Department of Social Services are undertaken.

1.5.1.7 Internal Audit Division

In order to ensure that the responsibility of the Chief Accounting Officer is fulfilled as stated in Section 38 of the National Audit Act, this Division carries out its duties as per the appointment made in terms of Section 40 of the said Act and the powers vested in the Internal Audit Division in terms of Financial Regulations 133 and 134 and in accordance with the circulars of the Department of Management Audit.

1.5.1.8 Research and Media Division

In accordance with the mission of the Department of Social Services, a research team has been established under the Department with the objective of conducting research-based studies on prevailing social issues, formulating appropriate solutions and plans in that regard, and contributing to the formulation of public policies. For this purpose, a team comprising 25 Social Services Officers representing all 25 districts is engaged in these activities.

In addition, the organization of programmes at the district and divisional levels for community-based substance abuse prevention and the related coordination activities, as well as the coordination of media releases and media coverage relating to various programmes and national events implemented by the Department of Social Services, are also carried out.

1.5.1.9 Establishment of Skills Development Day Care Centres at the district level

In accordance with the government policy on persons with disabilities, the Department of Social Services operates under the concept of “No One Left Behind” with the objective of protecting the rights of persons with disabilities and providing opportunities for their social inclusion.

In this context, among approximately 9 lakhs persons with various disabilities (according to the 2024 Population and Housing Census), parents of children with disabilities are deprived of opportunities to engage in suitable employment and are required to provide full-time care for their children with disabilities, which has resulted in these parents experiencing psychological stress.

With the objective of providing them psychological relief and engaging them in economic activities as participants in the labour force, activities have been initiated at the district level to establish Skills Development Day Care Centres under the concept proposed by His Excellency the President.

Accordingly, in the year 2025, activities for the construction of the proposed Skills Development Day Care Centres have been initiated in eight districts: Galle, Matara, Hambantota, Kalutara, Trincomalee, Kegalle, Anuradhapura, and Kurunegala.

1.5.2 Institutions under the Department

1.5.2.1 Vocational Training Institutes

Opportunities have been provided through 11 vocational training institutions operating under the Department of Social Services to safeguard the rights of young persons with disabilities, enable their dignified integration into society, and facilitate their active participation in the national labour force.

Under this programme, vocational training is provided for young persons with disabilities aged between 18 and 35 years in order to develop the knowledge, skills, and attitudes necessary for them to function independently in society as productive citizens within their homes and communities. For the beneficiaries attending vocational training, meals, official uniforms, and a beneficiary allowance are also provided free of charge under this programme.

Courses conducted by vocational training institutes

S.N .	Vocational training institute	Courses conducted	Course duration	Capacity of the institute	Trainees enrolled
1	Amunukumbura	Tailoring	01 year	100	F/M
		Agriculture	02 years		
		Cement-based products	02 years		
		Hospitality	01 year		
		Graphic design	02 years		
		Bakery and food technology	01 year		
2	Wattegama	Television and allied equipment repair	02 years	100	F/M
		Carpentry	02 years		
		Sewing	02 years		
		Tailoring	01 year		
		Information technology	02 years		
		Handcraft	01 year		
		Batik design	01 year		
		Beauty culture	02 years		
		Agriculture is a common course for all trainees.			

3	Ketawala	Carpentry	02 years	50	M
		Motorcycle and three-wheeler mechanism	02 years		
		Auto painting	02 years		
		Welding	02 years		
		Motor mechanism	02 years		
		Mechanics	02 years		
		Agriculture is a common course for all trainees.			
4	Thelambuyaya	Television and allied equipment repair	02 years	100	F/M
		Sewing	02 years		
		Information technology	02 years		
		Handcraft (Ornamental)	01 year		
		Agriculture	02 years		
		House wiring	02 years		
		Bakery and food technology	01 year		
		Sales assistant	01 year		
5	Seeduwa	Television and allied equipment repair	02 years	130	F/M
		Refrigerator and air-conditioner repair	02 years		
		Sewing machine operation (factory Juki)	01 year		
		Information technology	02 years		
		Carpentry	02 years		
		Handcraft (Ornamental)	01 year		
		House wiring	02 years		
		Massaging therapy	01 year		
		Mobile phone repair	02 years		
		6	Madampe		
Tailoring	02 years				
Information technology	02 years				
Handcraft (Ornamental)	01 year				
7	Ragama	Television and allied equipment repair	02 years	24	F/M
		Tailoring	02 years		

		Information technology	02 years		
8	Kalawana	Agriculture	01 year		
		Handcraft (Coconut related products)	01 year	30	M
9	Batticaloa	Television and allied equipment repair	02 years		F/M
		Tailoring	02 years	50	
10	Killinochchi	Tailoring	02 years	50	F/M
		Information technology	02 years		
11	Tholangamuwa	Batik design	01 year	20	F/M
		Handcraft (Ornamental) is a common course for all trainees			

- The course duration at the Ragama Vocational Training Institute may vary from six months to one year.

1.5.2.2 Jayaviru Sevana Care Home

Jayaviru Sevana Institute has been established in the Ambalanwatta North area of Puwakpitiya, Seethawaka Divisional Secretariat, Colombo District, to provide care for male individuals of various ages suffering from various disabilities who have lost their parental care.

These people, who stay there residentially throughout their lives, are not isolated but are cared for with love and affection, while also being guided in daily activities. Along with residential facilities, food, drinks and medical facilities are also provided free of charge.

1.5.2.3 Manusath Piyasa Batugammana Rienzi Alagiyawanna Women's Welfare Centre

The Manusath Piyasa Batugammana Riyanzi Alagiyawanna Women's care home has been established in the Balangoda Divisional Secretariat Division with the aim of providing care to disabled women between the ages of 16-59 who are scattered across the island and have lost their parents and guardians. During the period of care, food, drinks and medical facilities, including residential facilities, are provided free of charge.

1.5.2.4 Kalana detention center, Ridiyagama.

The Ridiyagama Welfare Rehabilitation Home, located in the Ambalantota Divisional Secretariat Division of the Hambantota District is the only institution operating under the central government that provides rehabilitation under the Houses of Detention Act for the

individuals convicted through judicial orders under the Vagrants Ordinance. At present, it provides care and protection for approximately 500 beneficiaries.

The majority of those receiving shelter have been begging for a living, and although there are a handful who have been engaged in menial jobs, they have been arrested for living in public places in the city and referred to this institution on court orders. Furthermore, approximately 60% of these detainees are women engaged in sex work as their primary livelihood. Due to aging and the prevalence of various illnesses, (including venereal diseases) they have been referred for rehabilitation by the court. A structured empowerment program is being implemented to reintegrate at least a portion of these individuals into the national workforce. This initiative focuses on capacity building through education, skill development, and attitudinal transformation, supported by comprehensive care plans and case studies to facilitate their social reintegration.

1.5.2.5 Jayawiru Samadhi Rehabilitation Center

The Jayawiru Samadhi Rehabilitation Center is located in the Ambalanwatta area of Puwakpitiya North, within the Seethawaka Divisional Secretariat Division of the Colombo District. This institution is dedicated to the rehabilitation of individuals struggling with addiction, facilitating their reintegration into society, and enhancing their vocational skills.

The institution has the capacity to rehabilitate approximately 70 beneficiaries who are referred through court orders, voluntary admissions, or recommendations from Divisional Secretariat Offices and hospitals. The standard rehabilitation period is six months. However, for individuals admitted based on court orders, the duration of rehabilitation is determined in accordance with the respective judicial directive.

This institution aims to contribute to national development by rehabilitating individuals struggling with addiction, minimizing their dependency through an understanding of true life values and genuine happiness, and enhancing their skills for a more productive and fulfilling future.

1.5.2.6 Child Guidance Centers

Child guidance programme is implemented under two (02) centers operating under the Department of Social Services with the objective of making early intervention and providing necessary guidance for the development of a child in case of any suspicion that there is any abnormality or delay in the development of a child from his/her birth.

The primary task carried out in meeting the needs of the parents who come to the institution in the hope of obtaining accurate guidance is to obtain the child's life information, register the child, identify the child's needs and ensure that an accurate assessment of developmental status of the child is made. After that, direct and indirect intervention related to the services required for the child's development is carried out. Apart from this, counseling services are provided to improve the mental condition of parents and family members. Also, the children who are provided with services are referred to special schools, special education units and normal schools after they are well developed.

- **Navinna Child Guidance Centre**

This institution which is established in the year 2003 in Navainna, Pathiragoda in the Maharagama Divisional Secretariat in the Colombo District of the Western Province, provides services to nearly 100 children between the ages of 06 months and 16 years.

- **Sithijaya Child Guidance and Pre-Vocational Skills Development Center**

Established in the Malpethawa area of Oluwila Road, within the Ambalantota Divisional Secretariat Division of the Hambantota District, this institution provides guidance services for children aged six months to 16 years. Additionally, it implements pre-development programs for young individuals with disabilities between the ages of 14 and 30, focusing on their growth and empowerment.

1.5.2.7 Pre-Vocational Skill Development Centre, Kottawa

Kottawa Skill Development Center, located in the Maharagama Divisional Secretariat Division of the Colombo District, was established with the aim of preparing the youth between the ages of 14-30 for future vocational training.

Following an initial assessment, the required skills of the selected beneficiaries are developed within a period of three years, after which they are referred to vocational training institutions administered under the Department of Social Services as well as to institutions operated by other organizations. Children who are not referred for vocational training are assisted to develop daily living skills and are integrated into society as successful individuals.

1.6 Funds operating under the Department

1.6.1 Visually Handclapped Trust Fund

The Parliament of the Democratic Socialist Republic of Sri Lanka has passed an Act entitled the Rehabilitation of the Visually Handicapped Trust Fund Act, No. 09 of 1992 and has promulgated through the Government Gazette.

The Fund is currently operated at the headquarters of the Department of Social Services, through a committee under the chairmanship of the Secretary to the ministry handling the subject of social services. The following programmes are implemented through the Fund

- i. Providing vocational training for visually impaired individuals
- ii. Providing sports assistance to organizations for the visually impaired.
- iii. Providing educational and cultural assistance.
- iv. Providing rehabilitation assistance.
- v. Providing support for eye lenses and eye treatments.
- vi. Organizing the national program for International White Cane Day celebrations.

1.7 Foreign Technical Assistance Projects and Programs Conducted with the Support of Non-Governmental Organizations

1.7.1 Projects under foreign technical aid

- Name of the project : Project for Promoting Employment Support of Persons with Disabilities in Sri Lanka (ESPD)
- Contributing Agency:- Japan International Cooperation Agency (JICA)
Only the technical knowledge is provided
- Project Duration: - 4 years (November 2021 - November 2025)

This project, implemented jointly by the Japan International Cooperation Agency (JICA) and the Department of Social Services, aims to enhance employment opportunities for persons with disabilities by increasing private sector participation in their recruitment and career development.

Accordingly, the project period concluded in November 2025, and in order to continue these activities, it is being implemented in a new form as an Employment Support Unit (ESU) under an agreement between the Department of Social Services and the Department of Manpower and Employment.

1.7.2 Programs sponsored by non-governmental organizations.

- **Child Fund institution -**

- Provision of a monthly allowance of Rs. 40,000.00 each to eight vocational counsellors recruited on a voluntary basis.
- Provision of sponsorship for the National Paralympic Sports Festival for persons with disabilities.

- **International Labour Organization (ILO)**

- Selection of the vocational training institutions at Amunukumbura, Thelambuyaya, and Seeduwa in order to expand employment opportunities in the apparel sector.
- Preparation of a training module relevant to the apparel sector.

- **Gama Pizza Craft Institute**

- Recruitment of young persons with disabilities who have received training in the Food Technology Units established with the sponsorship of Pizza Hut at the vocational training institutions in Amunukumbura, Thelambuyaya, and Seeduwa, for employment at Pizza Hut upon completion of their training, subject to their qualifications.

Chapter 02

Progress and Future Outlook

Progress of the programmes and projects of the Department of Social Services.

2.1. Welfare and Development Program for the persons with disabilities

The main program implemented by the Department of Social Services is the Welfare and Development Program for the persons with disabilities. Several programs, projects and sub-projects are implemented from the regional level to the national level to realize the objectives of this programme, in line with the mission of the Department. The programmes are as follows:

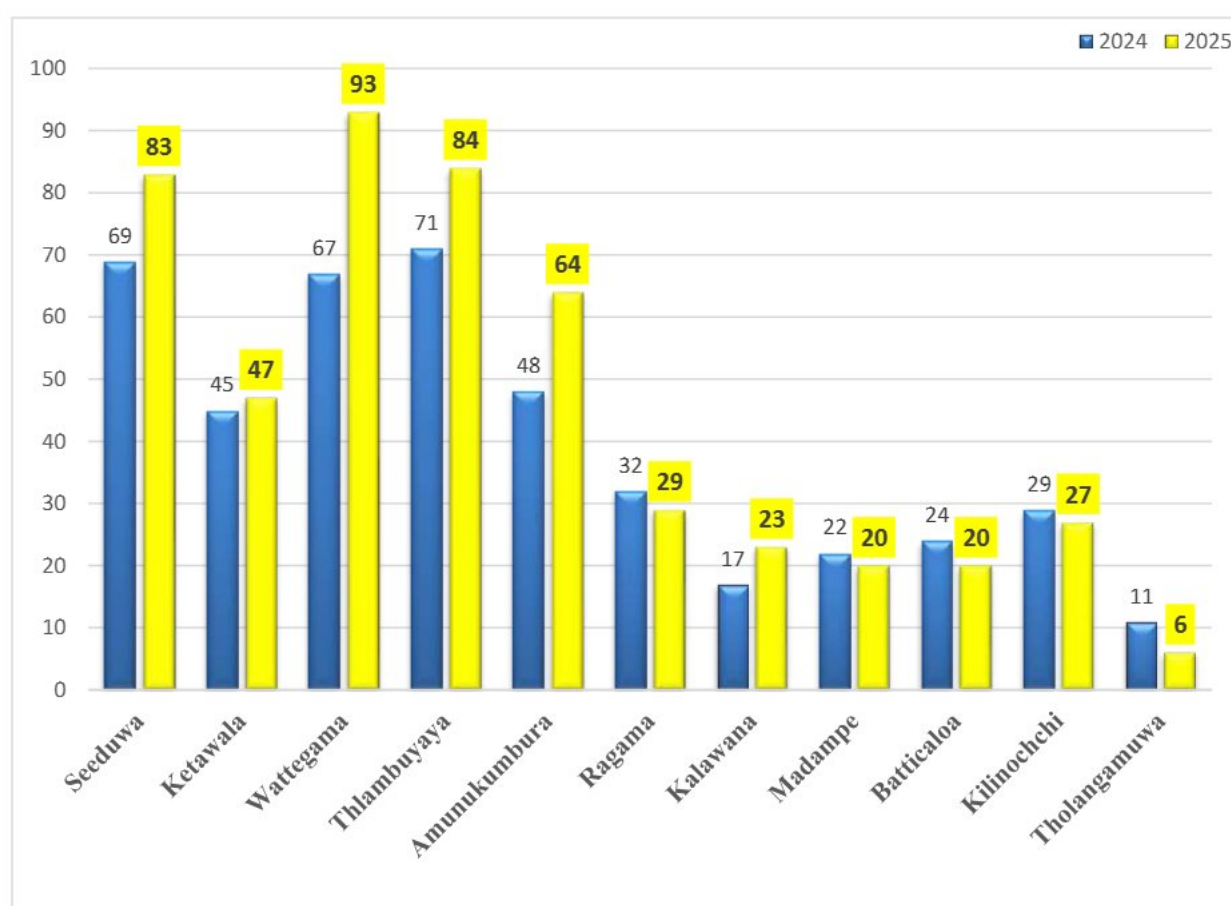
- Rehabilitation and social integration of youth with disabilities through vocational training.
- Early identification of disabilities in childhood and providing necessary interventions, including medical services and child counseling.
- Development of pre-vocational skills for youth with disabilities.
- Providing care and protection for disabled individuals who have lost their parents and guardians.
- Promotion of sign language.
- Provision of financial assistance to voluntary organizations dedicated to the well-being of persons with disabilities.
- Community-based rehabilitation national program for persons with disabilities.
- Rehabilitation of the visually impaired community through the Visually Handicapped Rehabilitation Trust Fund.
- Providing care and facilitating social reintegration for offenders under judicial orders issued under Vagrants Ordinance.
- Sports and arts skill development programs for children with disabilities.

2.1.1 Rehabilitation and social integration of youth with disabilities through vocational training.

One of the main projects implemented by the Department of Social Services is the provision of vocational training for youth with disabilities. Vocational training is provided to over 600 disabled youth annually through 11 Vocational Training Institutes island wide.

The recruitment of new trainees for the 2025 academic year and the commencement of courses were carried out on 20 January 2025, and the one-year courses relevant to that academic year were completed on 19 December 2025.

Number of trainees in vocational training institutions in 2025



In the year 2025, the number of trainees who received vocational training was 496. Among them, 261 trainees successfully completed their vocational training. For the young persons who successfully completed vocational training, employment is facilitated within the private sector, and for those who are not employed, tool kits are provided to enable them to start self-employment.

2.1.2 Child Guidance Programme

The Department of Social Services operates child guidance and therapeutic services through two Child Guidance Centres.

1. Navinna Child Guidance Centre

In the year 2025, the total number of beneficiaries who received services through the institution was 100, of whom 46 were newly registered beneficiaries. Necessary guidance was provided to facilitate the enrollment of eight (8) children in regular schools and four (1) children in preschools out of these children.

1.1 Special Programs Conducted by the Navinna Child Guidance Centre in 202

- Conducting a programme to raise awareness among parents of beneficiaries regarding social security and pension schemes.
- Referral of children to a mobile dental clinic.
- Presentation of children's dance performances for the "Sith-Roo" National Programme.
- Organization of exhibitions of children's handicrafts and creations (at the Navinna premises, the Department of Social Services premises, and the Western Province Road Development Authority premises).
- Conducting various religious and cultural programmes (such as Vesak, Poson, Asala, Bakmaha Festival, Christmas celebrations, and other programmes).

Navinna Child Guidance Centre

Total number of new clients registered in the year 2025 -46 (29 males / 17 females)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impaire	Hyper active	Hearing	Mentally rerated	Others	
0 – 03	-	-	01	01	-	01	-	-	-	03
03 – 05	04	01	04	05	01	-	-	-	-	15
05 - 15	11	02	03	09	-	02	-	-	-	27
15 - 18	-	-	-	-	-	-	-	-	-	-
Over 18	-	-	-	01	-	-	-	-	-	01
Total	15	03	08	16	01	03	-	-	-	46

Navinna Child Guidance Centre
Total number of clients in the year 2025 -109(67 males / 42 females)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairmen	Hyper active	Hearing impairmen	Mentally rerated	Others	
0 - 03	-	-	01	02	-	-	-	-	01	04
03 - 05	03	03	04	04	01	02	-	-	-	17
05 - 15	17	08	21	16	03	03	-	-	02	70
15 - 18	04	01	02	03	-	-	-	-	-	10
Over 18	01	04	02	01	-	-	-	-	-	08
Total	25	16	30	26	04	05	-	-	03	109

Navinna Child Guidance Centre
Details of services provided by each division

Service delivered	No. of Children	No. of service sessions
Physio therapy service	109	349
Speech therapy services		-
Vocational therapy services		-
Educational services		5510
Training in daily activities		1321
Counselling services		83

2. Sithijaya" Child Guidance Center, Hambantota

In 2025, the "Sithijaya" Child Guidance Center in Hambantota provided services to a total of 87 beneficiaries, of whom 31 were newly registered. necessary guidance was provided to facilitate the enrollment of four (04) children in regular schools and four (04) children in preschools, out of these beneficiaries.

2.1 Services Provided by the Institution

- Provision of speech therapy, occupational therapy, and physiotherapy services.
- Counselling, educational, and recreational tours for the mental well-being of beneficiary parents and staff.

- Conducting Ayurvedic health clinics, awareness programmes, and training sessions.
- Conducting self-employment training programmes.
- Operation of the Shelter Workshop Project.
- Conducting various religious and cultural programmes (such as Vesak, Posen, New Year celebrations, Children's Day, and other events).

Sithijaya Child Guidance Centre
Number of newly registered clients in 2025 – 31 (20 males/11 females)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impaired	Hyper active	Hearing	Mentally retarded	Others	
00-05	04	-	02	01	-	-	-	-	-	07
05-10	02	-	02	-	-	03	-	-	07	14
10-15	01	-	01	-	-	01	-	-	03	06
15-20	-	-	-	02	-	-	-	-	02	04
Total	07	-	05	03	-	04	-	-	12	31

Further, youth between the ages of 15 and 20 undergo training at this center alongside therapeutic treatments to develop pre-vocational skills. The objective is to guide them towards vocational training opportunities through skill development.

Sithijaya Child Guidance Centre
Total number of clients in the year 2025 – 87 (Male 54/Female 33)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impaired	Hyper active	Hearing	Mentally retarded	Others	
00-05	04	-	02	01	-	-	-	-	-	07
05-10	05	-	05	01	01	05	-	-	15	32
10-15	03	-	01	02	01	06	-	-	14	27
15-20	02	-	01	03	-	-	-	-	15	21
Total	14	-	09	07	02	11	-	-	44	87

2.1.3 Pre-Vocational Skill Development Programme

The Kottawa Pre-Vocational Skills Development Center facilitates the necessary preparatory training for children with disabilities aged 14 to 30, equipping them with fundamental skills required for vocational training and enrollment in vocational training institutions.

In the year 2025, necessary services were provided to 36 children with disabilities. Among the beneficiaries, 11 were referred to vocational training institutions operating under the Department, of whom 5 successfully attended vocational training courses. In addition, four beneficiaries were able to be referred to the Vocational Training Authority for vocational training.

Kottawa Pre-Vocational Skill Development Centre
Total number of clients served in the year 2025 – 36(Male 17/Female 19)

Age range (Yrs.)	Nature of disability									Total no. of children
	Autism	Down syndrome	Mental impairments	Hyper active	Nerve disorders	Cerebral stroke	Multiple disorders	Speech and Hearing Disorders	Others	
14-20	-	06	05	01	02	-	01	01		16
21-30	-	02	05	02	01	03	-	01	01	15
Over 30		03	02							05
Total	-	11	12	03	03	03	01	02	01	36

Kottawa Pre-Vocational Skill Development Centre
Information about services provided

Serial number	Activity	Sub activities
01	Development of self-help skills	• Eating, dressing, cooking, using toilets, personal hygiene, behavior in a public environment
02	Environmental activities	• Agriculture (Plant Cultivation), Shraavana, Environmental Beautification, Floriculture
03	Thematic concepts	• Correct spelling, pronunciation of words, understanding of various concepts, understanding of numbers

04	Thematic concepts	• Activities for creating designs in accordance with the theme. • Hands-on activities to enhance mobility skills.
05	Social skills	• Activities for the development of equality, fostering unity, enhancement of communication skills, recognition of cooperation and emotions, understanding of mobility, and preparedness for emergency situations.
06	Personality development	• Activities for the development of leadership skills, sports skills, physical well-being, team-based activities, and the conduct of monthly literary societies.
07	Development of aesthetic skills	• Singing, playing, dancing, drawing
08	Spiritual development	• Programs of meditation and pilgrimages
09	Development of vocational training skills	• Making wicks, carpets flower pot decoration, making candles, handicrafts, coconut shell related products

2.1.4 Program for providing financial assistance for voluntary organizations

In order to provide services for persons with disabilities, the Department of Social Services provides allowances to 33 Skills Development Centres, Special Education Units, and Rehabilitation Institutions operating throughout the country.

Accordingly, in the year 2025, based on the nature, necessity, and demand of each institution, actions were taken to provide trainees' allowances, maintenance allowances, participation allowances, teacher allowances, refreshment allowances, transport allowances, and residential allowances.

S.N.	Voluntary organization	The number of institutions receiving grants
1	Skills Development Centers	15
2	Child Centers Centers	03
3	Special Education Centers, Institutions, and Schools	03
4	Rehabilitation Centers	02
5	Others: (Deaf Services Board / National Mental Health Council / Units / Swarnadama / Development Foundation)	10
	Total	33

2.1.5 Program for Providing Care and Protection for Persons with Intellectual Disabilities Who Have Lost Their Parents or Guardians

Through the Puwakpitiya “Jayawiru Sewana” Care Centre, operating under the Department of Social Services, lifetime care is provided for over 80 male individuals with intellectual disabilities across various age groups who have lost their parents or guardians.

At the beginning of the year 2025, the institution operated by providing care for 80 beneficiaries. By the end of 2025, care was provided for a total of 89 beneficiaries, including the provision of food, accommodation, medical, and healthcare facilities.

Under the Open School Programme, various activities were conducted to develop the motor skills and literacy of children with mild intellectual and other disabilities residing in these institutions. Among the beneficiaries receiving care, 72 were children with mild intellectual disabilities, while 17 were beneficiaries with other disabilities. According to age groups, the largest number of beneficiaries receiving care at the institution were between 31 and 40 years of age, totaling 23 individuals.

Puwakpitiya “Jayawiru Sewana” Institution Information on Services Provided

Serial No.	Activities	Sub activities
01	Physical development	- Medical clinics, (depending on disability and age levels) sports programs
02	Mental development	Religious programmes (almsgiving activities, Dhamma sermons), recreational programmes, and the Open School Programme

2.1.6 Programme for providing care for women with intellectual impairment who have lost their parents and guardians

The "Manusath Piyasa" Batugammana Rianzi Alagiyawanna Women's Care Center, operating under the Department of Social Services, was established to provide care for women with intellectual disabilities aged 16 to 59 who have lost their parents or guardians and are dispersed across the country.

In the year 2025, care was provided for 35 beneficiaries, the majority of whom were children with mild intellectual disabilities. For them, care was provided free of charge, including food, accommodation, medical, and healthcare facilities.

Batugammana Rienzi Alagiyawanna Women's Care Center
Information about the services provided

Serial No.	Activities	Sub activities
01	Physical development	- Medical clinics, physical exercises (according to disability and age levels)
02	Mental development	- Religious programs, (Charity activities, Pirith chantings, sermons)
03	Skill development	- Handicrafts (wool-based cards, fabric painting, wall decorations, gardening, girl-scouts)

2.1.7 Promotion of Sign Language

Under the Welfare and Development Program for Persons with Disabilities, another key initiative implemented by the Department of Social Services is the provision of services for individuals with hearing impairments.

With the objective of facilitating communication for the hearing and speech-impaired community while ensuring more effective and enhanced services, the following activities were carried out in 2025:

- Provision of sign language interpretation services as required by state institutions in Sri Lanka, especially for court, police, the Parliament of Sri Lanka, and media organizations.
- Conducting a Sign Language training course for officers of the National Police Training School.
- Conducting a six-month training course for 60 Western Province government officers in collaboration with the National Secretariat for Persons with Disabilities.
- Providing sign language interpretation services for private and non-governmental organizations.
- Issuance of 38 hearing-impaired identity cards for individuals with complete hearing and speech disabilities.
- Conducting a leadership training workshop for young individuals with hearing and speech disabilities in conjunction with the National Celebration of International Sign Language Day.

**Physical and financial progress of the Welfare and Development Program for Persons
with Disabilities**

Expenditure Head 216 – 02- 03 – 1- 1501 (as at 31/12/2025)

Serial No.	Activity and physical progress	Expenditure Rs.
01.	Providing services for vocational training, skill development centers and child guidance centers i. Raw materials ii. Other welfare expenses iii. Counseling training allowances iv. Educational tours	26.85
02.	Provision of maintenance grants and rehabilitation grants to voluntary organizations receiving financial assistance under the Department. i. Deaf Services Council ii. Swarnadama Foundation iii. Malamulla Seth Sarana Development Centre iv. Bentara Sri Gunaratna Nahimi Memorial Skills Development Centre v. Personal Development Foundation – Bandarawela	0.65
03.	Provision of teacher allowances to teachers serving in voluntary organizations, preschools, child guidance centres, skills development centres, and vocational training institutions that provide services for children with disabilities. No. of teachers 57	7.63
04.	Vocational Training Institution Uniforms – T-shirts and bottoms	3.50
05.	Provision of tool kits to trainees who have completed vocational training.	6.09
06	Provision of Services for the Navinna Child Guidance Centre	0.25
07	Conducting awareness programmes for preschool teachers – 500 teachers.	1.0
08	Poson Devotional Song Programme	0.46
09	Initial Assessment for the Selection of Children for Skills Development Day Care Centres	2.78
10	Preparation of a guideline for the establishment of Skills Development Day Care Centres.	
Total expenditure		49.21
Allocation		50.00

Physical and financial progress of welfare program for persons with disabilities
Expenditure Head 216-02-03-13 – 1501 (as at 31/12/2025)

Serial No.	Activity and physical progress	Expenditure Rs.	Serial No.
01.	Payment of trainee allowances (Rs. 150/- per trainee) to children of vocational training institutions and child guidance centers maintained under the department: Number of trainees - 496	30.00	27.02
02.	Payment of trainee allowances to 298 service recipients of the Voluntary Institutions financially sponsored by the Department		

Financial progress of the Welfare Programme for the Persons with Disabilities
Expenditure Head 216-02-03 – 1203 (as at 31.12.2025)

Serial No.	Activity	Allocation Rs.	Expenditure Rs.
01	Payment for food obtained for vocational training institutes and uniform allowances for wardens and caregivers	133.5	99.52

Financial progress of the Welfare Programme for the Persons with Disabilities
Expenditure Head 216-02-04 – 1203 (as at 31.12.2025)

Serial No.	Activity	Allocation Rs.	Expenditure Rs.
01	Payments for food at the Ridiagama Detention Center	93.74	70.98

2.1.8 Cultural and artistic skills development project for the children with disabilities

The Department of Social Services, while empowering the vocational skills of the children with disabilities, plays a leading role in fostering them to become healthy and dynamic persons who have a sense of aesthetic taste.

Accordingly, in the year 2025, a total of 348 young persons with disabilities who reached the qualifying standard at sports competitions conducted under 62 events covering all districts of the island were selected to participate in the national tournament. At the National Athletics Championship tournament held on 04 April 2025 at the Diyagama Mahinda Rajapaksa Stadium, 72 young athletes with disabilities who achieved the qualifying standard were able to be selected for participation in the Paralympic Youth Championship.

❖ National Cultural Performance for Persons with Disabilities – "Sith Roo"

With the objective of identifying the various artistic talents of the disabled community, providing a platform to showcase their performing abilities, and recognizing and appreciating their talents, a national-level competition was conducted. From among the dance performances presented by 640 young persons with disabilities who participated in the provincial-level competitions, 384 young persons with disabilities from the winning dance groups took part in the national-level competition. At the conclusion of the competition, the awards ceremony for the presentation of prizes, trophies, and certificates was held on 08 August 2025 at the Nelum Pokuna Theatre under the patronage of His Excellency the President, Anura Kumara Dissanayake.

2.1.5 Community Based Rehabilitation National Programme (C.B.R.)

Under the Community-Based Rehabilitation Programme, activities are carried out to improve the services required by persons with disabilities, ensure equal opportunities, protect human rights, and empower persons with disabilities physically, mentally, and socially. In addition, various programmes are implemented under this initiative to ensure the economic and social well-being of the family members of this community.

Community Based Rehabilitation National Programme
- Financial and physical progress
Expenditure Head 216 -02 -03 -5 – 2509 (as at 31.12.2025)

Project	Programme	Physical progress	Allocation Rs.Mn.	Expenditure Rs.Mn.
01	Diriya Nipeyum – 2025 National Trade and Vocational Skills Exhibition of Persons with Disabilities	(Was unable to be implemented as planned due to the Ditwah Cyclone.) Accordingly, the “Diriya Pola” programme was conducted at the departmental level.	7,872,720.00	1,948,354.50
02	Providing equipment and services to people with disabilities (direct assistance) • Commode Toilets • Provision of Electricity • Provision of Air Mattresses • Provision of Water Mattress • Water Facilities • Other Assistance	30 08 03 03 02 06 08	750,000.00	736 ,529.00
03	Conducting progress reviews/discussions at the national level, progress reviews and awareness programs at the head office, district and divisional secretariats	Divisional / District / National 1370	3,250,000.00	2,989,361.00
04	Hospital welfare programs and officer training programs	03	100,000.00	38,295.00
05	Implementation of Entrepreneurship Training Program	68	1,000,000.00	883480.00
06	Administrative expenses	Telephone bills, stationery, fuel and other general expenses of the CBR division	400,000.00	400,000.00
07	Implementation of the program to provide assistance for development projects	36 programs 49 people	5,000,000.00	4,879,376.00
			18,372,720.00	11,875,395.50

2.1.5 Visually Handicapped Trust Fund

With the objective of providing necessary services, rehabilitation and relief to the visually impaired, various programmes are carried out under this trust fund for the welfare of the visually impaired community and their families throughout the island. The programs planned under this project in the year 2025 and the physical and financial progress achieved through it are as follows.

Visually Handicapped Rehabilitation Trust Fund–financial progress

Expenditure Head 216-02-03-3-1508 (as at 31.12.2025)

Serial No.	Programme	Physical progress	Estimate Rs. Mn.	Expenditure Rs. Mn.
01	Educational and cultural assistance		10,342,414.00	8,839,972.00
	i. Providing scholarships for visually impaired school students and visually impaired university students	Students 303		
	ii. Providing smart mobile phones for visually impaired university students	18		
	iii. Providing Braille writers for visually impaired school students	3		
02	Vocational Training	3 trainees	130,000.00	78,000.00
03	Rehabilitation assistance		1,871,000.00	1,870,621.00
	i. Instructor Allowances	05 instructors		
	ii. Student Allowances for Trainees	19 trainees		
	iii. Provision of Electricity and Drinking Water	01 beneficiaries		
	iv. Audio Books	Books comprising 32,000 printed pages		
04	Contact lenses and eye treatments	03 Contact lenses	400,000.00	102,847.00
05	National White Cane Day Celebration	01 ceremony	3,266,586.00	3,266,586.00
06	Self-Employment Assistance	13 individuals	440,000.00	440,000.00
07	Sports aids	08 schools	700,000.00	499,000.00
08	Requests from Organizations of Persons with Visual Impairments		200,000.00	47,381.25

09	Administrative and Other Expenses		1,367,000.00	1,288,472.29
10	Audit fees		175,000.00	168,504.00
11	Financial expenses		3,000.00	-
12	Miscellaneous expenses		105,000.00	71,751.13
Total			19,000,000.00	16,673,134.01

2.1.11 Providing protection and facilitating the social reintegration of individuals convicted by the courts under the Vagrants Ordinance.

In accordance with the Vagrants Ordinance, the Ridigama Deyention Home, located within the Ambalantota Divisional Secretariat Division in the Hambantota District, is the sole institution to which individuals found to be offenders are referred by court order. At present, the Ridigama Rehabilitation Home provides services to 516 beneficiaries who have been referred under court orders.

The programs implemented for the well-being of beneficiaries included:

1. Engaging residents in rehabilitation activities such as agricultural farming, food technology, floriculture, and kitchen-related tasks.
2. Providing sewing training courses and coir brooms and ekel broom production training
3. Conducting monthly music appreciation programs at the level of residential places.
4. Organizing all-religion programs and cultural celebrations, including Sinhala New Year, Vesak, Poson, and Christmas festivals.
5. Conducting health clinics.
6. Holding religious programs on every full moon (Poya) day.
7. Establishing an open school unit and initiating the “Kalana Mithuru - Akuru Liyamu” literacy program.
8. Introducing a tailoring course to support residents' social reintegration.

In addition, the number of care plans prepared for the socialization of clients is 40. Out of these, the number of clients selected for socialization is 26, and the number of clients who have been socialized by the end of 2025 is 13.

2.2 Drug Addicts Rehabilitation and Socialization Project

The "Jayawiru Samadhi" Institution in Puwakpitiya, operated under the Department of Social Services, is a rehabilitation project aimed at institutionalizing individuals addicted to drugs and guiding them through a structured rehabilitation process. The primary objective of this initiative is to help them gain a true perspective on life and understand genuine happiness, ultimately enabling them to contribute meaningfully to national development.

After admission to the institution, primarily, the drug addicts are engaged in the rehabilitation process through psycho therapeutic and psychological counseling methods and medical approaches. During this 6-month period, they are involved in yoga meditation and religious programmes to stimulate spiritual development in them. The persons being rehabilitated are provided with free accommodation, food and medical facilities during the residential therapy. The residential treatment includes training aimed at vocational skills development too in order to ensure development of the livelihood means of the trainees.

At the beginning of the year 2025, rehabilitation services were provided to 36 clients, and a total of 114 clients were provided with rehabilitation services by the institution during the year, and 98 of them have been socialized as rehabilitated persons.

In addition, in selected districts across the country, Divisional Secretariat divisions implement community-based drug prevention programmes under the theme "Say No to Drugs in Villages".

Financial and physical progress of awareness programs under the drug addicts rehabilitation and socialization program

Expenditure Head 216- 02-03-2-1501 – (as at 31.12.2025)

Activity	Allocation made Rs.	Financial progress Rs.	Physical progress
Community Drug Prevention Program (District and Regional Level)	1.5	1.20	Conducting 32 awareness programs for school children, the community and officials, including at the District and Divisional Secretariat levels and the Puwakpitiya Drug Rehabilitation Institute.

2.3 Employment Support For Persons with Disabilities (ESPD)

The Department of Social Services, in collaboration with the Japan International Cooperation Agency (JICA), launched the Employment Support for Persons with Disabilities (ESPD) with the primary objective of increasing the contribution of the private sector to promoting the employment of persons with disabilities.

Through the Linkage Creation Program (LCP) implemented by the Department of Social Services at the district and divisional levels by utilizing the service of the Social Services Officers and Human Resource Development Officers through an agreement entered into by the Department of Social Services with the Department of Manpower and Employment, a total of 338 individuals were successfully employed in 2025.

As the second step of the ESPD project, 07 Stakeholder Meetings (SHM) were held with persons with disabilities who are expected to be employed in 2025, institutions that have currently provided employment and other identified institutions.

1. Conducting 03 Joint Progress Review Meetings of District Social Service Officers and Human Resource Development Officers at the District Secretariat level with the aim of further enhancing the Linkage Creation Program.
2. Conducting 25 Joint Progress Meetings (JPM).
Establishing an Employment Support Unit within the Department of Social Services.
3. To recognize officials, institutions and employed persons with disabilities by holding 07 award ceremonies at the provincial level.
4. Launching a program called "Sihina Sri Lanka" in 88 Divisional Secretariats with the aim of retaining employed persons with disabilities in employment. It is expected that this will provide opportunities for those employed from the disabled community to spend time with their peer groups outside of the daily work environment.

2.4 Establishment of a National Research Team under the Department of Social Services

As the social issues prevailing at present are complex in nature, the Department of Social Services has established a research team for the purpose of identifying such issues and analysing them through scientific methodologies, and providing the necessary recommendations for policy formulation in the country based on the conclusions reached from such analyses.

Accordingly, in 2025, for the research team established, a group of 25 officers was selected covering all 25 districts. The selected officers received a two-day residential training. Questionnaires were developed under 2 research themes by analyzing prevailing social issues.

2.5 Establishment of Skills Development Day Care Centers at the District Level

Under the concept of “No One Left Behind”, the responsibility for establishing Skills Development Day Care Centers was entrusted to the Department of Social Services, with the aim of safeguarding the rights of persons with disabilities and providing them with opportunities to live with dignity and empowerment in an inclusive society.

Given the existing need in the country for a state mechanism that provides daytime care along with skills development for children with disabilities aged 6 months to under 18 years, a suitable solution has been proposed in the form of day care centers operating from 8:00 a.m. to 5:00 p.m. for children with disabilities who have parents/guardians and possess a certain level of independence (i.e., those who are not bed-ridden and do not have profound intellectual disabilities) and, these centers are expected to be established covering all districts.

Accordingly, in 2025, for the Day Care Centers allocated for children with autism-related conditions under the Ministry of Women and Child Affairs, the Department of Social Services initiated activities for the construction of Skills Development Day Care Centers in eight (08) districts identified by the Department (Kurunegala, Anuradhapura, Galle, Matara, Hambantota, Kalutara, Trincomalee, and Kegalle), utilizing the provision of Rs. 250.00 million allocated for this purpose.

2.6 Achievements

- Identifying the abilities and weaknesses of the youth with disabilities, developing them according to individual development plans for 352 trainees, providing them with vocational training and socializing them.
- Prepare business plans and provide 84 toolkits to trainees who have successfully completed vocational training to start self-employment businesses.
- Providing necessary facilities and guidance to provide employment opportunities to 66 people with disabilities.
- Starting an organization called "Sihina Sri Lanka" in every Divisional Secretariat Division as a program to retain employed persons with disabilities in employment. Implementation in 88 Divisional Secretariat Divisions by 2025.
- Establishment of an Employment Promotion Unit at the national level.
- Facilitation of placement for 338 persons with disabilities in employment within the private sector.
- Preparation of a district-level operational plan relevant to the Employment Promotion Unit (ESU).
- Training of staff to prepare care plans aimed at the social reintegration of the beneficiaries of the Ridiyagama Detention Home, and the preparation of four (04) care plans through the conduct of case studies.

2.7 Challenges

- The difficulty in ensuring the sustainable employment of trainees who have successfully completed vocational training, in a manner that enables them to actively contribute to the economy, and in retaining them in employment over the long term.
- The practical difficulty in providing inclusive opportunities within the fields of education and employment for the community of persons with disabilities in Sri Lanka.
- The lack of adequate resources and facilities to ensure protection and care for the community of persons with disabilities (including children, women, and the elderly) who require long-term care.
- Provision of necessary facilities for officers engaged in hospital welfare services and ensuring their occupational health and safety.

- The inability to recruit the optimal level of staff required to maintain the proper functioning of institutions, due to restrictions imposed in accordance with government policy.
- The limited availability of labour market opportunities for the empowerment and inclusion of the community of persons with disabilities.
- The limited awareness among employers regarding the implementation of the concept of reasonable accommodation within workplaces.

2.8 Targets

- Providing workplace-based training for trainees nearing the completion of vocational training through linkages with the public and private sectors, and increasing employment opportunities for young persons with disabilities in the apparel sector in collaboration with the ILO.
- Creating more employment opportunities for the disabled community (ESU) island-wide through the Employment Promotion Unit.
- Social reintegration of selected residents of the detention home in accordance with the care plans.
- Establishment of skills development day-care centers covering 25 districts.
- Successful identification of two social issues, conducting research thereon, and submission of recommendations by the research team established under the Department of Social Services.
- Promotion of sign language through sign language training for officers and employees in the private sector.
- Empowerment of persons with disabilities socially and their recognition at the national and international levels through national-level festivals.

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Accounting Officer

Name:- W,G. Darshani Karunarathna

Designation :- Director Social Services

Date:- 2026.

Chapter 03

Overall financial performance of the Year

Overall financial performance of the year ended 31st December, 2025

3.1 Financial performance statement

Financial Performance Statement for the period ended 31 December 2025

ACA-F
Rs.

Budget		Note	Actual	
			2025	2024
	Revenue receipts		-	-
	Income tax	1	-	-
	Taxes on Domestic Goods & Services	2	-	-
	Taxes on International Trade	3		
	Non Tax Revenue & Others	4	-	-
	Total Revenue Receipts (A)			
	Non-Revenue Receipts		-	-
	Treasury Imprests		810,790,000	653,773,000
	Deposits		6,628,882	5,991,329
	Advance Accounts		27,959,935	27,134,336
	Other receipts		-	-
	Total Non-Revenue Receipts (B)		845,378,817	686,898,666
	Total Revenue Receipts Non-Revenue Receipts C = (A)+(B)		845,378,817	686,898,666

ACA-1

ACA-3

ACA-4

ACA-5

	Remittances to Treasury		333,566	-
	Net Revenue Receipts and Non-Revenue Receipts		845,045,251	686,898,666
	Less: Expenditure		-	-
	Recurrent Expenditure		-	-
943,800,000	Wages, Salaries & Other Employment Benefits	5	933,457,990	776,651,355
472,314,000	Other Employment Benefits			
488,840,000	Other Goods & Services	6	368,957,151	346,535,877
156,300,000	Subsidies, Grants and transfers	7	135,247,336	95,480,573
-	Interest Payments	8	-	-
50,000	Other Recurrent expenditure	9	-	311,250
1,572,464,000	Total Recurrent Expenditure (D)		1,437,662,478	1,218,979,055
	Capital Expenditure		-	-
63,581,000	Rehabilitation & Improvement of Capital	10	35,456,107	26,459,473
77,805,000	Acquisition of Capital assets	11	76,520,425	51,400,288
24,214,198	Capital transfers	12	14,195,431	-
	Acquisition of Financial assets	13	-	-
3,650,000	Capacity Building	14	2,024,261	1,246,660
-	Other Capital expenditure	15	-	10,268,208
169,250,198	Total Capital Expenditure (E)		128,196,225	89,374,628
	Main Ledger Expenditure (F)			
	Deposit Payments		7,426,328	4,269,359

ACA-2(ii)

ACA- 4

	Advance payments		32,467,295	25,889,841	AC-5
	Other general ledger account payments		-	-	
	General Ledger Expenses (f)		39,893,623	30,159,200	
1,741,714,198	Total expenditure I = (F+G+H)		1,605,752,325	1,338,512,884	
-	Balance as at 31st December J = (E-I)		(760,707,074)	(651,614,218)	
	Balance as per the imprest reconciliation statement		(760,707,074)	(651,614,218)	
	Imprest balance as at 31st December		-	-	
			(760,707,074)	(651,614,218)	ACA-7

3.2 Statement of Financial Position

ACA-P

As at 31 December 2025
Statement of Financial Position

	Note	Actual	
		2025 Rs.	2024 Rs.
<u>Non-Financial Assets</u>			
Property, Plant & Equipment	ACA 6	1,237,387,725	1,155,306,458
<u>Financial Assets</u>			
Advance accounts	ACA 5/5(A)	62,856,176	58,348,816
Cash & Cash Equivalents	ACA- 3		-
Total Assets		1,300,243,901	1,213,655,275
<u>Net Assets / Equity</u>			
Net Assets at the Treasury		61,593,777	56,288,971
Property, Plant & Equipment Reserve		1,237,387,725	1,155,306,458
Rent and Work Advance Reserve	ACA-5 (B)	-	-
<u>Current Liabilities</u>			
Deposits Accounts	ACA 4	1,262,399	2,059,845
Imprest Balance	ACA 3	-	-
Total liabilities		1,300,243,901	1,213,655,275

Details of Accounting Statements in above ACA format Nos. 1 to 6 presented in pages from 40 to 43 and Notes to accounts presented in pages from 44 to 46 are integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to be in agreement.

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Chief Accounting Officer
Name: Sampath
Manthrinayaka
Designation: Secretary
Date : .2026

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Accounting Officer
Name: W.G. Darshani
Karunarathna
Designation: Director Social
Services
Date :2026.

.....
Name:P.K.G.T.N.M.Kularathna
Designation:Chief Accountant
Date : .2026

3.3 Statement of Cash Flows

ACA - C

Statement of Cash Flow for the period ending 31st December 2025

	Actual	
	2025 Rs.	2024 Rs.
<u>Cash Flows from Operating Activities</u>	-	-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue collected for other heads	25,378,485	18,730,438
Impress receipts	810,790,000	653,773,000
Recovery of advances	28,063,469	26,413,396
Deposit received	6,628,882	5,991,329
Total Cash generated from Operations (a)	870,860,835	704,908,164
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	664,988,465	535,468,788
Subsidies & Transfer Payments	105,270,651	73,296,295
Expenditure made on other heads	3,808,549	29,119,767
Impress Settlement to Treasury	333,566	-
Advance payments	32,245,539	25,898,773
Payment of deposits	7,426,328	4,269,359
Total Cash disbursed for Operations (b)	814,073,098	668,052,983
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(a)-(b)	56,787,737	36,855,181
<u>Cash Flows from Investing Activities</u>	-	-
interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recovery of On Lending	-	-

Total Cash generated from Investing Activities (d)	-	-
<u>Less - Cash disbursed for:</u>	-	-
Capital expenditure	56,787,737	36,855,181
Total Cash disbursed for Investment Activities (e)	56,787,737	36,855,181
Net cash flow from investing activities (E)=(D) - (E)	(56,787,737)	(36,855,181)
Net cash flow from investing activities (G)=(C) + (F)	-	-
<u>Cash Flows from Financing Activities</u>	-	-
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Deposits received	-	-
Total Cash generated from Financing Activities (h)	-	-
<i>Less - Cash disbursed for:</i>	-	-
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (i)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(h)-(i)	-	-
Net Movement in Cash (k) = (g) -(j)	-	-
Opening Cash Balance as at 01" January	-	-
Closing Cash Balance as at 31st December	-	-

3.4 Notes to the Financial Statements - not applicable

3.5 Performance of the Revenue Collection – not applicable

3.6 Performance of Utilization of Allocation

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Type of allocation	Allocation made		Actual expenditure	Allocation utilization as a percentage (%) of final allocation
	Original allocation	Final allocation		
Recurrent	1,545,700,000	1,572,464,000	1,437,662,478	91.43
Capital	124,300,000	169,250,198	128,196,225	75.74

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/District Secretariat/Provincial Council as an agent of the other Ministries/ Departments – not applicable

3.8 Performance of the Reporting of Non-Financial Assets

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Assets code	Code description	Balance as per Boar of Survey report as at 31.12.2025	Balance as per Financial Position report as at 31.12.2025	Yet to be accounted	Report ing progre ss as %
9151	Building and Structures	874,494,020			
9152	Machinery and Equipment	283,773,904			
9153	Land	79,100,000			
9154	Intangible Assets	19,800			
9155	Biological Assets	-	-		
9160	Work in Progress	-	-		
9180	Leased Assets	-	-		

3.9 Auditor General's Report

	ජාතික විගණන කාර්යාලය தேசிய கணக்காய்வு அலுவலகம் NATIONAL AUDIT OFFICE	
මගේ අංකය எனது இல. } LSW/D/SSD/FS/2025	ඔබේ අංකය உமது இல. }	දිනය திகதி } June 23, 2026
My No. }	Your No. }	Date }

Accounting Officer,
Department of Social Services.

Head - 216 Summary Report of the Auditor General on the Financial Statements of Department of Social Services for the year ended 31 December 2025 in terms of Section 11(1) of the National Audit Act, No. 19 of 2018.

1. Financial Statements

1.1 Opinion

The audit of the financial statements of the Department of Social Services for the year ended 31 December 2025 comprising the statement of financial position as at 31 December 2023, and the statement of financial performance and cash flow statement for the year then ended, was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act, No. 19 of 2018. This report contains my comments and observations on the financial statements to be presented to the Department of Social Services in terms of Section 11(1) of the National Audit Act, No. 19 of 2018. The report of the Auditor General will be presented in Parliament in due course in accordance with Article 154(6) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 10 of the National Audit Act, No. 19 of 2018.

In my opinion, the financial statements of the Department of Social Services for the year ended 31 December 2025 give a fair view, in all material respects, of the financial position, financial performance and cash flows in accordance with the basis of preparation of the financial statements referred to in Note 1 to the financial statements.

1.2 Basis for Qualified Opinion

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

1.3 Emphasis on a Specific Matter – Basis of Preparation of Financial Statements

I draw attention to the notes accompanying these financial statements, which describe the basis of their preparation. These financial statements have been prepared in accordance with Financial Regulations 150 and 151, and State Accounts Guidelines No. 02/2025 dated December 17, 2025 to meet the requirements of the Department of Social Services, the General Treasury, and the Parliament. Accordingly, these financial statements may not be suitable for purposes other than those mentioned above. My opinion is not modified in respect of this matter.

1.4 Responsibilities of the Chief Accounting Officer and the Accounting Officer for the Financial Statements

In accordance with Financial Regulations 150 and 151, and State Accounts Guidelines No. 02/2025 dated December 17, 2025, It is the responsibility of the Accounting Officer to determine the necessary internal controls required to enable the preparation of financial statements that present a true and fair view of all financial matters, and to ensure that such statements are free from material misstatement, whether due to fraud or error.

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

As per Sub-section 38 (1) (c) of the National Audit Act, the Accounting Officer shall ensure that effective internal control system for the financial control of the Department exists, and carry out periodic reviews to monitor the effectiveness of such systems and accordingly make any alterations as required for such systems to be effectively carried out.

1.5 Auditor's Responsibilities for the Audit of the Financial Statements

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

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

- Appropriate audit procedures were designed and performed to identify and assess the risk of material misstatement in financial statements whether due to fraud or errors in providing a basis for the expressed audit opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- An understanding of internal control relevant to the audit was obtained in order to design procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control.
- Evaluate the structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Evaluate the overall presentation, structure and content of the financial statements including disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Accounting Officer regarding, among other matters significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

1.6 Comments on financial statements

1.6.1 Payment of advances

- (a) Action had not been taken to recover the outstanding loan balance of Rs. 284,727 relating to 03 officers who had retired and remained unsettled as at 31 December 2025.
- (b) According to the age analysis of loan balances recoverable from officers who had vacated service under the Advances "B" Account, action had not been taken to recover a loan balance of Rs. 103,420 recoverable from an officer who had left the service 14 years ago.
- (c) The outstanding balance of disaster loan advances amounting to Rs. 77,500 recoverable from 11 officers attached to Divisional Secretariat Offices had not been settled even as at 31 December 2025.
- (d) Although loan instalments should have been recovered continuously from officers in service, loan instalments relating to disaster loan balances aggregating Rs. 887,026 granted to 11 officers had not been recovered for a period exceeding one year.

1.6.2 Non-financial assets

- (a) In terms of Paragraph 8.2 of State Accounts Circular No. 02/2025 dated 17 December 2025, action had not been taken, even by the end of the year under review, to value and disclose under non-financial assets 04 land parcels measuring 12.3568 hectares that had been vested in the Department of Social Services.
- (b) Although an extent of 54 acres of the land on which the Ridiyagama Detention Home is situated had been vested, its value had not been assessed and brought to account.
- (c) Lands and buildings belonging to the Department of Social Services had not been disclosed in the financial statements until the completion of the processes of legal vesting and valuation thereof.

1.6.3 Non-maintenance of Registers and Books

The following registers had not been maintained by the Department and the vocational training institutions under its purview, and certain registers had not been maintained properly and updated.

Type of Register/Book	Relevant Regulation	Observation
Expenditure Ledger	F.R. 4.47	Had not been updated.
Petty Cash Book (Seeduwa Vocational Training Institute)	F.R. 446	Had not been maintained.
Leave Register (Seeduwa Vocational Training Institute)	Section 1.7 of Chapter XII of the Establishments Code	A leave register in terms of General Form 190 had not been maintained.

2. Report on Other Legal Requirements

I declare the following matters in accordance with Section 6(1)(a) of the National Audit Act, No. 19 of 2018

- (a) The financial statements are consistent with those of the previous year
- (b) The following recommendations made by me regarding the financial statements of the previous year had not been implemented.

Reference to Paragraph in Previous Year's Report	Recommendation Not Implemented	Reference to Paragraph in This Report
1.6.2(b)	Action had not been taken, up to the end of the year under review, to vest and include in the Statement of Non-Financial Assets lands measuring 73.376 hectares on which 05 vocational training institutions, 02 child guidance centres and 02 detention and rehabilitation homes belonging to the Department of Social Services are situated, together with 05 land parcels measuring 10.3804 hectares.	1.6.2(b)
3.2(a)	In terms of Paragraph 5.2 of Chapter X of the Establishments Code, an officer who had obtained no-pay Leave Out of The Island from 21.01.2019 to 20 January 2024 had not reported back for duty up to the last day of the year under review. Accordingly, action had not been taken to recover the surcharge amount of Rs. 667,920 so calculated.	3.2(a)
3.3 (b)	In terms of Financial Regulations 371(2)(b) and 371(5), an officer who obtains an ad hoc sub-imprest should settle it immediately upon completion of the relevant task. However, officers of vocational training institutions and the Head Office had settled advances aggregating Rs. 2,094,063 obtained during the year on 65 occasions after delays ranging from 16 days to 336 days.	3.3
4.2	The Department of Social Services had operated the Navodya Institution at No. 136, Vauxhall Street, Colombo 02, as a rehabilitation centre for drug addicts from 1992 to 2012 and had paid rates and taxes thereon. Although the Department had vacated the building in 2012, due to the failure to duly notify the vacation of the premises, the Department had been required to pay arrears of rates and taxes amounting to Rs. 2,789,684 to the Colombo Municipal Treasury for the period from 2012 to 31.12.2015. Further, due to the failure to hand over the land and building to the institution responsible for taking action in relation thereto upon vacating the premises, the said building had remained idle for a period exceeding 12 years.	4.5

3. Financial Review

3.1 Expenditure Management

Although provisions amounting to Rs. 9,214,198 had been allocated through supplementary estimates under the Development Assistance Expenditure Object, the entire amount had remained unutilized due to the non-implementation of the project.

3.2 Non-compliance with laws, rules, and regulations

Reference to Laws, Rules and Regulations	Non-compliance
Chapter XV, Paragraph 5.2 of the Establishments Code	An officer who had obtained no-pay Leave Out of the Island from 21.01.2019 to 20 January 2024 had not reported back for duty up to the last day of the year under review. Accordingly, out of the surcharge amount of Rs. 667,920 so computed, a sum of Rs. 100,000 should have been recovered as at the end of the year under review.
Financial Regulations of the Democratic Socialist Republic of Sri Lanka	
(i) Financial Regulation 316	The savings passbooks of trainees undergoing training at the Seeduwa Vocational Training Institute had not been kept securely in a safe.
(ii) Financial Regulation 751	Stock books at the Seeduwa Institute had not been maintained in a systematic manner.

3.3 Issue and Settlement of Ad Hoc Sub-Imprests

In terms of Financial Regulation 371(a), and Financial Regulations 371(2)(b) and 371(5), as amended by State Finance Circular No. 01/2020 dated 28 August 2020, an officer obtaining an ad hoc sub-imprest should settle it immediately upon completion of the relevant task. Nevertheless, ad hoc sub-imprests amounting to Rs. 399,117 obtained for various purposes by 52 officers of the Head Office, Regional Offices and Vocational Training Centres had not been settled for periods ranging from 13 to 93 days after completion of the relevant tasks.

3.4 Deposits

- (a) Of the balance of Rs. 1,262,399 remaining in the deposit account as at 31 December 2025, maintained for temporary retention pending reimbursement to third parties, a sum of Rs. 661,494 represented disaster loan instalments and interest recovered from officers attached to Divisional and District Secretariat Offices and officers of the Ridiyagama Kalana Detention Home. However, that amount had not been transferred to the Advances “B” Account even by the end of the year.
- (b) Temporary deposits relating to the year 2024 amounting in aggregate to Rs. 111,294 had not been settled even as at 31 December 2025.

4 Review of Operations

4.1 Performance

- (a) An allocation of Rs. 7 million had been made for the provision of 140 tool kits required in accordance with business plans submitted by trainees who had successfully completed vocational training courses. In providing tool kits valued at Rs. 6.09 million in relation to 84 proposed business plans submitted by trainees who had followed 06 courses conducted in 10 vocational training institutions during the years 2022/2023, no consideration had been given to the irregular and incomplete nature of the business plans or to the failure to submit business plans specific to the relevant courses. Course instructors had not educated the trainees on the business plans, the purpose of preparing such plans, or the manner in which they should be prepared. Further, responsible officers had not carried out follow-up action regarding the utilization of the relevant equipment for self-employment ventures. Although vocational training was intended to assist persons with disabilities to engage in self-employment and thereby stand independently in society alongside others, the failure to provide the appropriate equipment within the stipulated period resulted in the ineffective utilization of the training for such self-employment activities, thereby preventing the achievement of the objectives expected by the Department through the provision of vocational training.
- (b) The number of students enrolled in one-year courses commenced and completed during the year under review was 496, of whom only 261 successfully completed the courses. Out of them, only 66 had obtained employment. Appropriate action had not been taken to increase the number of students successfully completing courses and securing employment thereafter.

4.1.1 Vision and Mission

In line with the mission of the Department, that is “To achieve the expected results by conducting research, formulating policies and implementing programmes in an efficient, expeditious and effective manner, adopting innovative approaches through inter-institutional co-ordination and professional intervention, for integrating the target community into society through protection of their rights and empowerment of them” the Department should conduct research and formulate policies in a expeditious, efficient, and effective manner through innovative approaches in the execution of its functions, but adequate measures had not been taken to achieve the objectives of ensuring equal rights, opportunities, freedom, and social security for marginalized and disadvantaged communities, including persons with disabilities, and improving their quality of life by providing access to income-generating opportunities.

4.1.2. Failure to achieve the expected level of outcome

Under the programme for construction, rehabilitation and maintenance of capital assets, net provisions amounting to Rs. 9,749,000 under the recurrent expenditure object for buildings and constructions and Rs. 34,561,000 under the capital expenditure object for buildings and constructions had been allocated for the rehabilitation and maintenance of the buildings of the Ridiyagama Kalana Detention Home. However, due to delays by the Hambantota District Secretariat Office in obtaining estimates, sums of Rs. 9,703,038, representing 92 per cent, and Rs. 26,421,487, representing 76 per cent, respectively, had remained unutilized, and action had not been taken to achieve the intended objectives for which those provisions had been allocated.

4.1.3 Failure to Achieve Expected Outcomes

- (a) The registration of food suppliers or the adoption of procurement procedures had not been carried out in respect of the vocational training institutes. Although a sum of Rs. 8,693,895 had been spent on food and beverages and Rs. 2,058,774 had been incurred as salaries of cooks engaged in food preparation at the Seeduwa Vocational Training Institute during the year under review, it was observed that adequate nutritious food had not been provided for disabled students, as food items other than those specified in the meal menu had been supplied for the convenience of the cooking staff.
- (b) Although a sum of Rs. 3,005,740 had been paid to a private service provider in respect of 07 employees for the provision of cleaning services during the year under review, the cleaning of the drainage system, surrounding premises, and the kitchen where food was prepared was maintained at a very poor level, and the services had not been carried out in accordance with the agreement.

4.2 Asset Management

The lands on which 02 Child Guidance and Vocational Training Centres and 04 Vocational Training Institutes maintained by the Department of Social Services are situated, comprising an extent of 5.969 hectares, had not been acquired.

4.3 Transactions of the Nature of Financial Irregularities

An intercropping project involving banana and passion fruit cultivation had been carried out on the coconut-cultivated portion of land belonging to the Thelambuyaya Vocational Training Institute, which comprises an extent of 2.7023 hectares and has an assessed value of Rs. 38,000,000. These cultivations had been undertaken by a private party, and it was stated that permission had been granted, subject to covering approval, for the use of the land for under-cultivation purposes for a period of 12 years commencing from 15 July 2024. However, no agreements or licences relating thereto had been furnished for audit. Further, the paddy land belonging to the institution had also been cultivated by another party. The Officer-in-Charge had sought the approval of the Divisional Secretary to remove unproductive trees on the land, and several trees such as *Nelli* and *Lunumidella* had been cut down; however, no information was made available to establish that formal approval had been obtained for such action. Proper supervision had also not been carried out by the management of the Department.

4.4 Losses and Damages

- (a) In the Statement of Write-offs, a loss amounting to Rs. 355,300 arising from a motor vehicle accident had been shown, under Financial Regulation 109, as a write-off and recovery balance carried forward. This motor vehicle belongs to the Ministry of Rural Development and Community Empowerment and had been provided to the Department on a temporary basis. Accordingly, this loss value could not be disclosed under Annexure (ii) of the Departmental Financial Statements; however, it had been so disclosed.
- (b) Food and beverages valued at Rs. 40,820 had been provided to the security officers of the Seeduwa Vocational Training Institute without proper approval, and action had not been taken to recover the relevant amount.

4.5 Uneconomic transactions

The Department of Social Services had operated the Navodya Institution as a rehabilitation centre for drug addicts at No. 136, Vauxhall Street, Colombo 02, from 1992 to 2012, and rates taxes had also been paid in respect thereof. Although the Department had vacated the building in the year 2012, due to the failure to properly notify the vacation of the premises,

the Department had been required to pay arrears of rates amounting to Rs. 2,789,684 to the Urban Treasury of the Colombo Municipal Council for the period from 2012 to 31 December 2015. Further, although it had been reported in the audit report of the previous year that the building had remained idle for a period exceeding 12 years due to the failure to hand over the land and building to an institution responsible for taking action in relation thereto upon vacating the premises, no action had been taken in that regard.

5. Human Resource Management

5.1 Approved Cadre and Actual Cadre

- (a) According to the approved cadre, actual cadre, vacancies, and excess cadre position for the year, there existed vacancies of 04 approved posts at the senior level, 300 posts at the tertiary level, 65 posts at the secondary level, and 30 posts at the primary level. Although approval had been granted to recruit 160 employees on a contract basis, such employees had not been recruited. Further, where the filling of vacancies was not considered necessary, action had not been taken to revise the cadre accordingly.
- (b) Twenty-five Social Service Officers, 25 Vocational Instructors, one Officer-in-Charge, 05 Sign Language Interpreter Officers, and 07 Management Service Officers attached to the Department had been serving at the same duty station for periods ranging from 06 to 30 years without being transferred, and a transfer policy had not been implemented.

K.K.S. Jayakody
Deputy Auditor General
For Auditor General.

Chapter 04

Performance Indicators of the Institution

4.1 Performance indicators of the institution (based on the action plan)

Specific indicators	Actual output as a percentage (%) of the expected output		
	90% - 100%	75% - 89%	50% - 74%
01. Number of vocational training provided to youth with disabilities - 496	√		
02. Number of children with disabilities provided with child guidance - 196	√		
03. Under the Community Based Rehabilitation Program (CBR) Number of direct assistance recipients – 30	√		
04. Number of people with disabilities who received special project assistance under the Community Based Rehabilitation Program (CBR) - 49	√		
05. Number of visually impaired persons benefited under the Visually Impaired Rehabilitation Trust Fund - 368	√		
09. Number of training programs conducted under the Officers' Capacity Development Training Program - 46	√		

Chapter 05

Performance in achieving the Sustainable Development Goals

5.1 Identified sustainable development goals (SDG)

Identified sustainable development goals	Target	Achievement indicator	Percentage		
			0 – 49%	50 – 74%	75 – 100%
4.5 By 2030, eliminate gender-based disparities in education, ensure access to all levels of education and provide vocational training opportunities for persons with disabilities, indigenous peoples and vulnerable children.	To provide child guidance for children with disabilities and to provide necessary guidance for pre-school and general school education. - 200	Number of children with disabilities provided child guidance - 196 Number of referrals to regular pre-schools and regular schools - 13			√
	Providing vocational training and skill development to 290 persons with disabilities aged 16-35 years.	Number of people who completed vocational training and passed the exam 261			√
	Preparation of individual development plans for the development of trainees in vocational training institutes. - 380	Number of individual development plans prepared - 352			√
	Provision of bursary for education of students under Visually Handicapped Trust Fund -400	Number of students who received bursary - 303			√
8.5 Provide effective and sustainable employment	Training guidance and coordination for people with disabilities seeking	Placements in private sector employment -380			√

opportunities for all women and men, including persons with disabilities and youth, by 2030	employment to enable them to pursue self-employment or institutional employment	Number referred for self-employment - 26			
10.2 By 2030, empower and promote the socio-economic and political integration of all, regardless of age, sex, disability, ethnicity, race, religion or economic or other circumstances.	Providing care for people who have lost parents and guardians	Number of people with disabilities provided with care - 126			√
	Rehabilitation and socialization of 100 drug addicts	Number of people rehabilitated and socialized - 98			√
	Providing care and protection for the persons convicted of in accordance with the Vagrants Ordinance.	Number of people provided with protection and care – 508 socialization of - 13			√

5.2 Achievements and Challenges in Achieving the Sustainable Development Goals

The Department of Social Services prepares annual project and programme plans under three (03) Sustainable Development Goals, within the limits of its allocated provisions. Accordingly, during the year 2025 as well, it was possible to achieve the expected targets through most of the planned programmes.

Chapter 06

Human Resource Profile

6.1 Cadre management

Approved cadre and number of vacancies - as at 31.12.2025

- **Permanent staff**

	Approved cadre	Existing cadre	Vacancies / (Surplus) *
Approved cadre	11	06	05
Approved cadre	518	220	101*
Approved cadre	716	638	71**
Approved cadre	289	250	39

* Although cadre has been approved for 494 posts of Social Service Officers, belonging to the Tertiary level, the vacancies of the said post can only be filled on the cessation of the Development Officer posts which have been approved on the personal to the holder basis.

** Also due to the attachment of development officers from time to time by the Ministry of Public Administration, MN 4 posts of Development Officers in secondary level have currently become surplus. Hence, the actual number of existing vacancies related to Tertiary and Secondary level has been stated here.

- **Contract-basis staff**

	Approved cadre	Existing cadre	Vacancies / (Surplus) **
Medical officer	01	0	1
Pharmacist	01	0	01
Rehabilitation assistant	09	0	09
Preschool teacher	84	0	84
Care giver	53	0	53
Office employee	12	0	12

Staff of the Department of Social Services as at 31.12.2025

Seria I No.	Position	Service	Grade	Salary Level P.A.C.	Approved cadre	Existing cadre	Vacancies
1	Director	S.L.A.S.	I	SL 1	1	1	0
2	Additional Director	S.L.A.S.	I	SL 1	2	1	1
3	Chief Accountant	S.L.Ac.S.	I	SL 1	1	1	0
4	Chief Internal Auditor	S.L.Ac.S.	I	SL 1	1	0	1
5	Accountant	S.L.Ac.S.	II/ III	SL 1	2	1	1
6	Deputy Director/Assistant Director	S.L.A.S.	II/ III	SL 1	3	2	1
7	Deputy /Assistant Director	S.L.P.S.	II/ III	SL 1	1	0	1
8	Medical Officer	Contract basis			1	0	1
9	Administrative Officer	M.S.O. (Supra)	Supra grade	MN 7	1	1	0
10	Officer-in-charge	Departmental	Special	MN 7	22	3	19
11	Work manager	Departmental	Special	MN 7	1	0	1
12	Social Service Officer*	Departmental	I /II	MN 5	494	216	81
13	Physio therapist	Supplementary medical service	I /II/ III	MT 6	1	0	1
14	Vocational therapist	Supplementary medical service.	I /II/ III	MT 6	1	0	1
15	Speech therapist	Departmental	I /II/ III	MT 6	1	0	1
16	Pharmacist	Contract basis			1	0	1
17	Social Development Assistant **	Associated services	I /II/ III	MN 4	1	1	0
18	Development Officer (Social service) ***	D.O. Service	I /II/ III	MN 4	219	261	-42
19	Development Officer (Ridiyagama)	D.O. Service	I /II/ III	MN 4	7	6	1
20	Development Officer (Elders/social service)	D.O. Service	I /II/ III	MN 4	285	263	22
21	Apprentice translator	Associated services Contract basis		MN 4	1	0	1
22	Vocational instructor	Departmental	I /II/ III	MT 1	67	39	28
23	Technical Officer	S.L.T.S.	I /II/ III	MT 1	1	0	1
24	Information and Communication and Technology Assistant	SL.I.C.T.A service	I /II/ III	MT 1	1	0	1
25	Management Services Officer	M..S.O. service	I /II/ III	MN 2	67	47	20

26	Sign Language Interpreter	Departmental	I /II/ III	MN 2	26	10	16
27	Preschool teachers	Departmental	I /II/ III	MN 1	10	2	8
28	Warden (Male/female)	Departmental	I /II/ III	MN 1	26	15	11
29	Nurse***	Departmental	I /II/ III	MN 1	2	2	0
30	Driver	Driver's service	I /II/ III	PL 3	17	13	4
31	Cook*****	Departmental	I /II/ III/specia 1	PL 2	17	12	5
32	Electrician	Departmental	I /II/ III/specia 1	PL 2	1	0	1
33	Carpenter***	Departmental	I /II/ III/specia 1	PL 2	1	1	0
34	Attendant (Ridiyagama)	Departmental	I /II/ III/specia 1	PL 2	38	34	4
35	Watcher*****	Departmental	I /II/ III/specia 1	PL 2	9	9	0
36	Child Development Assistant	Departmental	I /II/ III/specia 1	PL 1	5	5	0
37	Cook Assistant	Departmental	I /II/ III/specia 1	PL 1	25	20	5
38	Attendant	Departmental	I /II/ III/specia 1	PL 1	59	52	7
39	Office employee	කා.කා.වේ.	I /II/ III/specia 1	PL 1	51	42	9
40	Office employee ***	Departmental	I /II/ III/specia 1	PL 2	23	19	0
41	Labourer	Departmental	I /II/ III/specia 1	PL 1	10	9	1
42	Sanitary labourer	Departmental	I /II/ III/specia 1	PL 1	20	20	0
43	Watcher	Departmental	I /II/ III/specia 1	PL 1	13	13	0
44	Water pump operator ***	Departmental	I /II/ III/specia 1	PL 1	1	1	0
45	Rehabilitation assistant	Contract basis		PL 1	9	0	9

46	Preschool teacher	Contract basis		MN1	84	0	84
47	Attendant	Contract basis		PL 1	53	0	53
48	Office employee	Contract basis		PL 2	12	0	12
Total					1695	1122	372

* Vacancies in the post of Social Service Officer shall not be filled until the holders of the post of Social Development Assistants are recruited as Social Service Officers and the 196 posts of Development Officers are abolished.

** Subject to non-filling of vacancies

*** Subject to subsequent abolition on the personal to holder basis.

**** Two posts have been approved subject to subsequent abolition on the personal to holder basis.

***** It has been approved to be personal to the holder, and when this post becomes vacant, steps should be taken to recruit the total number of attendant posts up to 40.

Special Note: The 67 approved posts of Vocational Instructors include 09 posts approved to fill vacancies on a contract basis, and the actual staff also includes the officer serving on a contract basis.

6.2 Impact of Human Resource Shortages/Surpluses on performance of the institution

There is an overall staff shortage within the approved cadre for the Department of Social Services. However, there is a surplus of Development Officer posts due to the appointment of newly appointed Development Officers by the Ministry of Public Administration to the Department of Social Services.

However, it is not possible to recruit officers for the post of Social Service Officer until the posts of Development Officer approved on the personal to the holder basis are abolished, and there are a large number of actual vacancies in the post of Social Service Officer, and required tasks have been carried out by assigning surplus development officers to vacant positions in the Social Service Officer position. Thus, Human resources have been effectively utilized within the approved cadre.

The existing human resources were deployed fairly according to the service requirements and the department was directed to achieve the desired level of performance by performing its functions effectively and efficiently. It is appropriate for the department to have the approved amount of human resources to fulfill its duties of ensuring the rights of marginalized and disadvantaged communities more efficiently and effectively.

6.3 Human Resource Development

	Name of the programme	No. of staff trained	Programme duration	Total investment Rs.	Nature of the programme (local/foreign)	Output/knowledge gained
01	The first program to update the knowledge of sign language officers - New Trends in Sign Language	8	1 Day	8,080.00	Local	New trends in sign language
02	Financial Regulations - Payment Procedures Training Program - For Head Office Officers	52	03 hours	5,597.50	Local	Financial Regulations – Knowledge relating to payment procedures.
03	First training program on the introduction of research methods	23	2 Days	74,864.00	Local	Knowledge of research methods
04	Training program related to personal files	7	01 Day	45,500.00	Local	Knowledge of personal files
05	Training program on project proposal preparation (physical and online)	123	01 Day	1,23530.00	Local	Knowledge of preparing project proposals
06	Second program to update the knowledge of sign language officers	8	Days01	9,675.00	Local	New trends in sign language
07	Awareness program for officials regarding the employment of people with disabilities	27	01 Day	7930.00	Local	Knowledge related to employing people with disabilities
08	Third program to update the knowledge of sign language officers - introduction of police	7	01 Day	11,510.00	Local	New trends in sign language

	complaint recording and related laws					
09	Two-day training program introducing the sign language training module for new sign language interpreter officers	3	02 Days	4,900.00	Local	Knowledge of sign language training module
10	Financial Regulations - Awareness Training Program on Payment Procedure, Board of Survey and Allocation of Provisions - for Vocational Training Institute Officers	49	01 Day	44,962.50	Local	Financial Regulations – Knowledge relating to payment procedures, board of survey, and allocation of provisions.
11	Training on Departmental Website Administration	1	2 Days	7,000.00	Local	Knowledge of website administration
12	Training program on public servant salary conversion and calculation	10	01 Day	50,000.00	Local	Knowledge of government employee salary conversions and calculations
13	Awareness Program on Patient Care	70	01 Days	64,250.00	Local	Knowledge of patient care services
14	Training workshop on research methodology and questionnaire development for the research team	31	01 Day	31,000.00	Local	Subject knowledge of research methodology and questionnaire design
15	CBR Training Program - For Head Office Officers	65	01 Day	16,975.00	Local	Training on CBR
16	Training program on government salary processing	1	03 days	18,000.00	Local	Subject knowledge on government salary calculation

17	Introduction to the Establishments Code and Financial Regulations for Wardens and Head Office Officers.	15	01 day	109,950.00	Local	Knowledge of the government procurement procedure
18	Third program to update the knowledge of sign language officers	4	½ day	3,600.00	Local	New trends in sign language
19	Two-day training on office management and financial regulations	1	02 days	12,000.00	Local	Subject knowledge in office management and financial regulations.
20	Copetency Development for Receptionist/Telephone Operators	3	01 day	19,500.00	Local	Knowledge upgrading of Receptionist/Telephone Operators
21	Efficiency Bar Pre-Training Program for Chef Assistants and Attendants	20	01day	12,643.00	Local	Pre-efficiency bar training for Assistant Cooks and attendants
22	Course on Public Procurement Procedures	3	02 days	39,000.00	Local	Knowledge of automotive mechanics and traffic laws
23	Two-day training on office procedures	6	02 days	72,000.00	Local	Knowledge of office procedures
24	Awareness programme on the Bribery or Corruption Investigation Act	75	½ days	18,250.00	Local	Knowledge of the Bribery or Corruption Investigation Act
25	Three-day training workshop on procurement process and practical application	3	03 days	54,000.00	Local	Knowledge of the procurement procedure and practical application

26	training course on Bookbinding	2	02 days	15,000.00	Local	Knowledge of bookbinding
27	Stress management program including counseling	71	01 day	127,090.00	Local	Stress management
28	Warehouse Management Training Program for Government Officials	2	01 day	13,000.00	Local	Knowledge of stores management
29	Training workshop on conducting interviews for vocational training institution officials	56	01 day	84,213.00	Local	Knowledge of conducting interviews for vocational training institution officials
30	Skills development training programs for development officers and management service officers	4	02 days	48,000.00	Local	Skill development of development officers and management service officers
31	Certificate Program in English for Office Management Training Course	1	10 days	25,000.00	Local	English language training
32	Two-day training on office management and financial regulations	1	01 day	12,000.00	Local	Knowledge of office management and financial regulations
33	Role of the Leave Officer	1	Days01	6,500.00	Local	Knowledge of the role of the leave officer
34	Data Entry Program for the Integrated Social Security Data System	56	½ day	112,300.00	Local	Data entry training for the Integrated Social Security Database

35	Course on preliminary inquiry	1	01 day	6,500.00	Local	Knowledge of preliminary inquiry
36	Course on filing	1	01 day	6,500.00	Local	Knowledge of filing
37	Counseling Skills and Capacity Development Program for the Staff of Ridiyagama Detention Home	120	02 days	29,713.00	Local	Counseling and Capacity Development Program
38	Training workshop to educate the officers of the institution and key officers on the procurement process	85	01 day	81,225.00	Local	Knowledge of the procurement process
39	Attitude Development Program for Hospital Social Service Officers and Head Office Officers	70	½ day	29,900.00	Local	Knowledge of project management
40	Data Entry Program for the New Database - Matara	120	01 day	109,350.00	Local	Data entry knowledge for new databases
41	Data Entry Program for the New Database - Anuradhapura	135	01 day	124,200.00	Local	Data entry knowledge for new databases
42	Data Entry Program for the New Database - Colombo	140	01 day	189,000.00	Local	Data entry knowledge for new databases
43	Accounting role and practical application	1	Days02	12,000.00	Local	Knowledge of accounting and practical applications
44	Training on Office Methods	1	02 day	12,000.00	Local	Training in office procedures
45	Training on the duties of the Office Employee's Service	1	02 day	12,000.00	Local	Training on the duty of the office employees' service
Overseas training/programs						

JICA Knowledge Co-Creation Program: Promotion Employment of Person with Disabilities (in Japan)	01	2025.09.01 – 2025.10.11			
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Contribution from the training programs towards the performance of the institution

The prime task of the Department of Social Services is to rapidly, efficiently and effectively formulate policies and implement programs through innovative approaches through inter-institutional coordination and professional intervention in order to secure and empower the rights of the marginalized and disadvantaged community.

Nearly 1122 officers serving under the Department of Social Services, who are attached to various divisions, institutions, Divisional Secretariats and District Secretariats are working towards fulfilling this task.

In order to provide an efficient and effective service to the target community, it is essential to develop the human resource providing subject knowledge and fostering attitude; therefore, training programs were planned in a manner that covered all positions. But training programs were conducted at minimal cost by identifying essential training needs, prioritizing those that were possible to be carried out, subject to the circulars issued for government expenditure control.

Job satisfaction, attitude development programs, various awareness programs, subject knowledge updating programs, were carried out and various training opportunities were provided. Several officers had the opportunity for having trainings, seminars and workshops abroad. Some of these training programs were conducted under the sponsorship of non-governmental organizations, and the human resource equipped with knowledge, skills and positive attitudes provide a great contribution to increase the Department's performance.

Chapter 07

Compliance Report

7.1 Compliance Report

No.	Applicable Requirement	Compliance status (complied/ not complied)	Brief explanation for non- compliance	Corrective actions proposed to avoid non- compliance in future
1	The financial statements/accounts have been presented by the 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			
1.5	Special advance accounts			
1.6	Others			
2	Issue of books and registers (F.R. 445)			
2.1	The fixed assets register has been maintained and updated in terms of Public Administration circular No. 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and updated	Complied		
2.3	Audit Query register has been maintained and updated	Complied		
2.4	Internal Audit query register has been maintained and updated	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Cheques and money order register has been maintained and updated	Complied		
2.7	Inventory register has been maintained and updated	Complied		
2.8	Stocks register has been maintained and updated	Complied		
2.9	Losses register has been maintained and updated	Complied		
2.10	Commitment register has been maintained and updated	Complied		
2.11	Counterfoil Books(GA – N20) register has been maintained and updated	Complied		

No.	Applicable Requirement	Compliance status (complied/ not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institution	Complied		
3.2	The delegation of financial authority has been communicated within the institution	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 11.05.2014 in using the Government Payroll Software Package	Complied		
4	Preparation of annual plans			
4.1	Annual action plan has been prepared	Complied		
4.2	Annual procurement plan has been prepared	Complied		
4.3	Annual internal audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the Department of National Budget	Complied		
4.5	Annual cash flow statement has been prepared and submitted to the Department of Treasury Operations on the due date	Complied		
5	Audit Quarries			
5.1	All audit quarries have been replied before the due date specified by the Auditor General	Complied		
6	Internal Audit			
6.1	In terms of financial regulation 134 (2) DMA/1 - 2019, internal audit plan has been prepared at the beginning of the year in consultation with the Auditor General	Complied		
6.2	All internal audit reports has been replied within one month	Not complied	One audit inquiry has been issued. The audit plan has not been implemented due to the vacancy of the Chief Internal Auditor position.	

6.3	In terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to Management Audit Department	Not complied	One audit inquiry has been issued. The audit report has been submitted. The audit plan has not been implemented due to the vacancy of the Chief Internal Auditor.	
6.4	In terms of financial regulation No. 134(3), copies of all internal audit reports have been submitted to the Auditor General	Not complied	One audit inquiry has been issued. The audit report has been submitted. The audit plan has not been implemented due to the vacancy of the Chief Internal Auditor.	
No.	Applicable Requirement	Compliance status (complied/not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
Audit and Management Committees				
7.1	As per the Department of Management Audit Circular 1/2019, a minimum of 04 Audit and Management Committee meetings have been held within the year	Complied		
8	Assets Management			

8.1	As per the Paragraph 07 of the Asset Management Circular No. 01/2017, the information of purchase of assets and disposal has been submitted to Comptroller General's Office.	Complied		
8.2	A suitable officer has been appointed to coordinate the implementation of the provisions of the circular and details of the nominated officer has been sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	Board of Survey has been conducted and submitted relevant reports to the Auditor General on due date in terms of the Public Finance Circular No. 05/2016.	Complied		
8.4	The excesses and deficits were disclosed through the annual board of survey and other relating recommendations, actions were carried out during the period specified in the circular.	Complied		
8.5	Disposal of the condemned articles has been carried out in terms of F.R. 772.	Complied		
9	Vehicle Management			
9.1	Daily running charts and monthly summaries of the pool vehicles have been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles have been disposed of within less than 06 months after condemning	Complied		
9.3	vehicle log books have been maintained and updated	Complied		
9.4	Action has been taken in terms of FR. 103,104,109 and 110 with regard to every vehicle accident	Complied		
9.5	Fuel consumption of the vehicles has been re-tested in terms of the provisions of the Paragraph 3.1 of the Public Administration Circular No. 2016/30 dated 29.12.2016.	Complied		
9.6	The absolute ownership of the leased vehicle had been transferred after the lease period.	Complied		
No.	Applicable Requirement	Compliance status (complied/not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future

10	Management of Bank Accounts			
10.1	The bank reconciliation statements have been prepared, got certified and made ready for audit by the due date.	Complied		
10.2	The dormant bank accounts that had existed in the year under review or since the previous years have been settled	Complied		
10.3	Action has 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 adjustments been made within one month.	Complied		
11	Utilization of provisions			
11.1	The provisions allocated have been without exceeding their limit.	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per FR 94(1)	Complied		
12	Advances to the Public Officers Account			
12.1	The limits have been complied with	Complied		
12.2	A time analysis on the loans in arrears has been carried out	Complied		
12.3	The loan balances in arrears for over one year have been settled	Complied		
13	General Deposit Account			
13.1	Action has been taken in terms of FR. 571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits has been maintained and updated	Complied		
14	Imprest account			
14.1	The balance in the cash book has been remitted to the Department of Treasury Operations at the end of the year	Complied		
14.2	The ad-hoc sub imprests issued as per FR. 371 have been settled within one month from completion of the task	Complied		
14.3	Ad-hoc sub imprests have been issued not exceeding the limit approved as per FR. 371	Complied		
14.4	Imprest account balance has been reconciled with the Treasury books monthly.	Complied		
15	Revenue accounts			
15.1	Refunds have been made from the revenue in terms of regulations.	-		
15.2	The revenue collection has been credited to the revenue account directly without crediting to the deposit account.	-		

15.3	Returns of arrears of revenue have been submitted to the Auditor General in terms of FR. 176	-		
No.	Applicable Requirement	Compliance status (complied/ not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre.	Complied		
16.2	All members of the staff had been issued duty lists in writing	Complied		
16.3	All reports had been submitted to the Department of Management Services in terms of MSD circular No. 04/2017 dated 20.09.2017	Complied		
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	Implementing citizens charter	Complied		
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		

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