



அடிக்கல், உயர் அடிக்கல் லாக்கீய அடிக்கல் அலாக்கல்
கல்வி, உயர்கல்வி தொழில் கல்வி அலாக்கல்
Ministry of Education, Higher Education and Vocational Education

லாக்கீய கார்ப்பாக்கல் லாக்கல் வருடாந்த செயல்திறன் அறிக்கை **Annual Performance Report** **2025**



லாக்கல் III - லாக்கீய அடிக்கல்
இதழ் III - தொழில் கல்வி
Volume III - Vocational Education

Annual Performance Report 2025

Vol. III

Vocational Education

Ministry of Education, Higher Education
and Vocational Education

Vocational Education Division

Expenditure Head No. – 126

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Chapter 01

Institutional Profile/Executive Summary

1.1. Introduction

The Vocational Education Division and the institutes under the Ministry of Education, Higher Education, and Vocational Education, operating with the prime objective of producing a workforce equipped with the skills required to achieve national development goals, have successfully achieved the expected outcomes during the year under review 2025. This success has been achieved through the maximum utilization of existing physical infrastructure and human resources, the enhancement of vocational training quality, and the production of a skilled and competent workforce aligned with job market requirements. In conformity with the Government's policy framework "A Thriving Nation, A Beautiful Life," the Vocational Education Division has made a significant contribution to national human resource development by fulfilling its responsibilities toward strengthening the national economy, promoting sustainable development, and expanding access to employment opportunities.

Recognizing that foreign employment continues to be a major source of foreign exchange for the national economy, the Government places strong emphasis on developing vocational education programs that support the creation of a globally competitive workforce. Accordingly, the Vocational Education Division has taken initiatives to direct skilled technocrats toward foreign employment by upgrading training programs to meet international labor market requirements and introducing innovative technical methods in technology-based education.

Despite economic challenges and a volatile global commercial environment, the vocational education sector continues to advance through the implementation of quality training programs across various disciplines such as Information and Communication Technology, Construction, Health, Food and Beverages, Environment, and Mechanical Technology. By developing a generation of youth equipped with specialized skills that meet labor market demands, the sector continues to make a vital contribution to the nation's economic growth.

Furthermore, the Division extends support to low-income groups through several welfare and empowerment programs such as the "Nipunatha Sisu Diriya" Bursary Scheme, the Self-Employment Promotion Initiative (SEPI) Loan Scheme, and the "Skills Vista" Career Guidance Program, all of which aim to enhance the employability and occupational reputation of the workforce. Under the SEPI Program, Rs. 350 mn has been allocated as seed capital to encourage skilled workers to establish self-employment ventures, while Rs. 900 mn has been disbursed as bursaries to 27,350 trainees under the Nipunatha Sisu Diriya scheme. The Division has also succeeded in improving infrastructure facilities and technological capabilities of vocational training institutes through development projects supported by international partners, particularly the Governments of Germany and the Republic of Korea.

As of 31st December 2025, a total of 245,179 trainees were engaged in vocational education across the country, including 106,725 trainees enrolled in institutes directly managed by the Vocational Education Division. These institutes offer 489 curricula across various training courses. During the same period, the Tertiary and Vocational Education Commission (TVEC) issued 111,352 National Vocational Qualification (NVQ) certificates.

Looking ahead to 2026, the Vocational Education Division aims to further strengthen the vocational education system, operating at full capacity to produce a dynamic youth community equipped with technological, innovative, and entrepreneurial skills.

1.2 Vision and Mission

Vision

A Highly Skilled Workforce

Mission

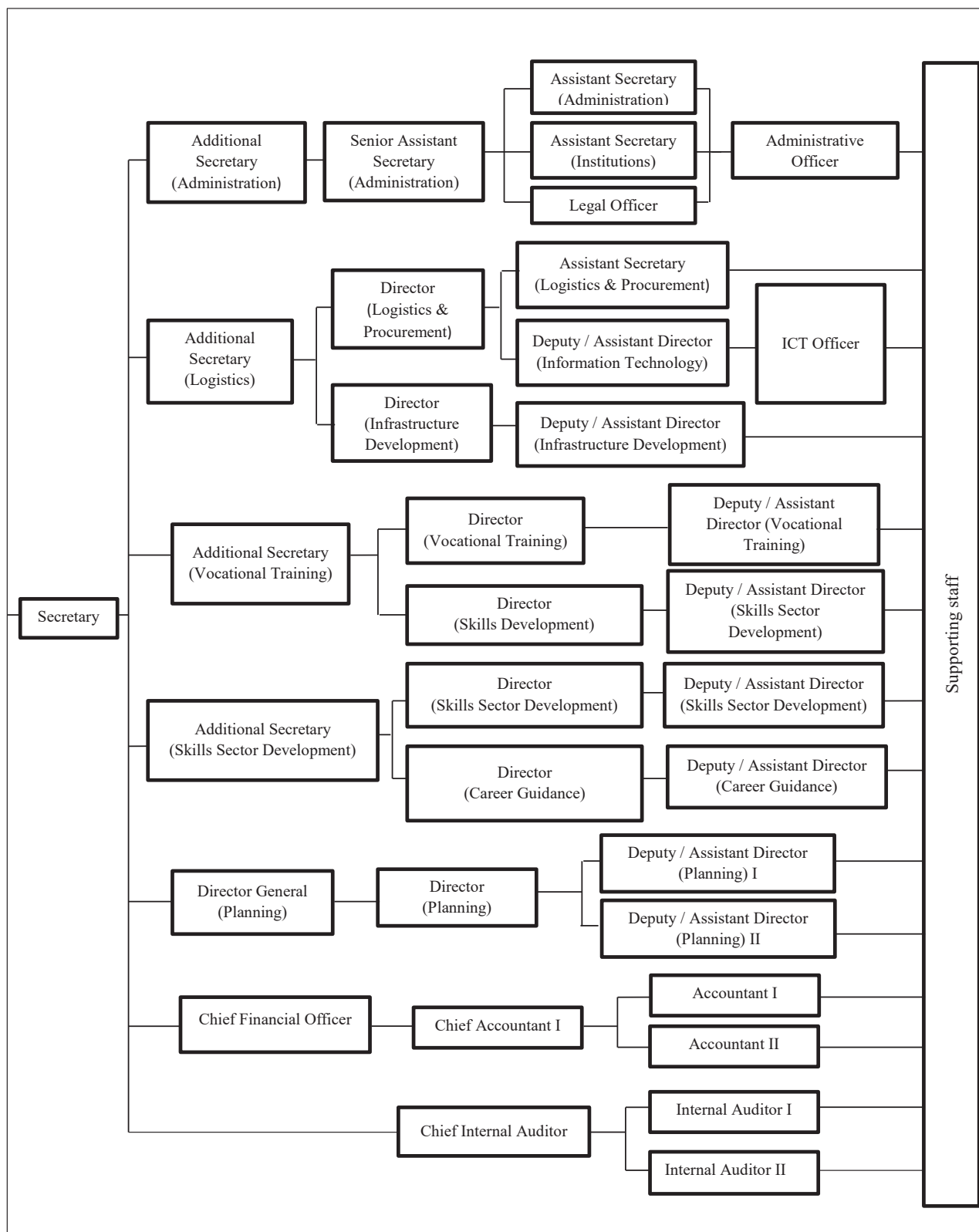
Create the Foundation for Developing a Smart Society Equipped with Knowledge, Vocational Skills and Talents

1.3. Main Functions

- Formulation and implementation of strategies to enhance the trend towards vocational education
- Creation of opportunities to acquire vocational education regardless of educational qualifications
- Modernization of industrial and technical education for the purpose of creating a workforce suitable for the local and foreign employment market

- Formulation of policies and provision of facilities to enable students who do not qualify to obtain university education after leaving school to broaden their opportunities for vocational education
- Promotion of apprenticeship training opportunities
- Transforming suitable vocational training institutions into Technology Degree Awarding institution
- Increase the existing National Vocational Qualification level from current 7 to 10 and amend the Sri Lanka Qualification Framework accordingly
- Amend vocational training curricula to incorporate subjects such as Entrepreneurship, Information Technology, English and other languages into vocational education courses
- Expanding vocational training opportunities through the use of mobile technical education services

1.4. Organizational Structure



1.5. Department under the Ministry

- Department of Technical Education and Training (DTET)

1.6. Institutions under the Ministry

- Tertiary and Vocational Education Commission (TVEC)
- National Apprentice & Industrial Training Authority (NAITA)
- Vocational Training Authority of Sri Lanka (VTASL)
- Ceylon German Technical Training Institute (CGTTI)
- University of Vocational Technology (UNIVOTEC) and University Colleges
- Ocean University of Sri Lanka (OCUSL)
- National Institute of Business Management (NIBM)
- Skill Development Fund (Ltd) (SDFL)

1.7. Details of the Foreign Funded Projects

Name of the Program/Project	Funding Agency	Project Cost	Project Duration
TVET Career Platform Project in Sri Lanka	Korea International Cooperation Agency (KOICA)	USD 6 Mn	Dec/2022- Dec/2026
Vocational Training in Sri Lanka Phase II (VTSL II)	Deutsche Gesellschaft für International Zusammenarbeit GmbH (GIZ)	Euro 8.24 Mn	Jun/2023- Nov/2026
Establishment of Colombo Vocational Training Center and Gampaha Technical College	Export-Import Bank of Korea (Korean EXIM Bank)	USD 1.5 Mn	Jan/2024- Jan/2025
Strengthening Vocational Training Center in Niyagama	Human Resources Development Service of Korea (HRD Korea)	KRW 2.15 Bn	May/2023 May/2025
Post management in Auto- mobile workshops in TCs and CoTs	KOICA	USD 75000	Dec 2023 - 2025

Chapter 02

Progress and Future Outlook

2.1. Progress of the Development Programmes

In order to accomplish the requirements and shortages to meet the immense demand for the skilled youth in vivid areas, the following specific programs were implemented, subject to the budget proposals submitted in previous years.

2.1.1. Improving the Infrastructure Facilities of Vocational Training Institutes

The Ministry has decided to develop the infrastructure facilities in vocational training centers in order to increase the student intake for the courses having a higher demand in the labor market. As such, in the year 2021, it has commenced to upgrade the class rooms, workshops, laboratories, canteens, rest rooms, changing rooms, sanitary units and students / teacher's quarters. In 2025, a provision of Rs. 14.90 Mn has been allocated for a continuous project of Ocean University of Sri Lanka (OCUSL) implemented under the above programme. The project aimed at the rehabilitation and improvement of the existing building at the Regional Centre Boossa of OCUSL. The project has been completed and the financial Progress for the year under review is Rs. 11.83 Mn.

2.1.2. "Tec Udana" Program

In order to attract youth generation to technical and vocational training, actions have been taken to develop the Technical Colleges and Colleges of Technology (CoTs) of Department of Technical Education and Training (DTET), according to a unique architectural system under "Tec Udana Programme." Accordingly, the projects for renovation activities in the Colleges of Technology in Kandy, Kurunegala, Maradana and Technical Colleges in Homagama, Dambulla, Matara are currently in progress since 2021. Sri Lanka Navy implements the construction work of Technical College - Matara and College of Technology - Maradana. Rs. 500 Mn. has been allocated for this programme in the year 2025 and the financial progress for the year under review is Rs. 197.98 Mn.

2.1.3. Skills Sector Development Program

- "Skills Expo Exhibition"

The "Skills Expo" Exhibition was held successfully in "Temple Trees" on 10th and 11th of October 2025 for the third time by Skills Sector Development Division and Industry Sector Skills Council aiming to point out opportunities in the skills, merit and industry sector. This was international level conference and exhibition and was succeeded to bring the national and international level stakeholders linked with skills, merits and employment opportunities into one stage. The exhibition was consisted of 100 stalls and number of experts in skills, merits and industry sector were participated.

The Exhibition was held with the precedence of Hon. Prime Minister and the Ministers, government officials, Industry sector representatives, international organizations along with the general public. Providing priority to the schools in remote areas of the Island, 15,000 school students were took part for the "Skills Expo" exhibition.

- "Skills Vista" Program

The Skills Vista program was held for the students who concluded G.C.E. A/L in selected 158 schools in the country to provide career guidance since 27th January 2025 to 3rd April 2025 so as to complete 03months. There were 3,030 students have been completed this program and a certificate which is nationally accepted was given to them. As such "Skills Vista" Program was conducted successfully in the year 2025.

- Strategic Framework for TVET Sector

Strategic Framework for the Technical, Vocational Education and Training sector is being prepared up to now. The final step of it is already being in progress and the workshop for validation was held in 27th November 2025.

- **Education Reforms**

In line with the educational reforms new modules have been identified in respect of the Grade 10 and 11 classes. Accordingly, 120 modules in 612 subject areas have been identified.

In order to give assistance to the students to select subjects in skills stream for G.C.E. A/L, the experts who acquired subject knowledge are being identified up to now through appropriate committees. The General Education Division along with the National Institute of Education are taking future actions in this regard.

- **“Skills Development Program”**

A new Skills Development Program has been identified and actions were organized to design and identify programs for that with the patronage of Asian Development Bank.

- Progress of the Skills Development Officers since January to 31st December of 2025

Serial No	Program			No. of programs carried out	No. of recipients
1.	Youth who left the school education	1.1	Guidance to provide vocational training	3,712	66,899
		1.2	Carry out psychometrical tests	2,523	43,107
		1.3	Direct to the vocational training institutes	2,685	42,424
		1.4	Coordination and placement in job opportunities in the industrial sector	2,272	42,265
		1.5	Direct for the self – employment opportunities	2,134	35,238
2.	Regarding RPL system	2.1	Provide awareness	2,457	40,257
		2.2	Direct to send applications	2,240	36,115
3.	Aware government officers /Parents (Principals, teachers, Sammurthi officers			3,271	74,260
4.	For school students	4.1	Aware G.C.E. O/L students	3,201	88,952
		4.2	Aware G.C.E. A/L students	2,521	58,877
Total				27,016	528,374

- In order to improve the work capacity of the field officers, 02 capacity building programs were organized in 2025 and held the programs in Forest Conservation Institute located in Nuwara Eliya. Out of two programs one program was held on 18th, 19th, 20th, 21st days of August and other program was held on 09th, 10th, 11th, 12th of September 2025 in successful manner.
- Career Guidance required for island wide service needed people have been facilitated via National Career Guidance and Counseling center. 231 recipients have been obtained the service over the telephone dialogue service and 101 people received information by visiting the office. Furthermore, career guidance services have been facilitated through the Development Officers who attached to the Island wide Divisional Secretariats and having personal career guidance sessions for school students, teachers, private sector personnel, retired persons and the venerable clergies who visit the National Career Guidance and Counseling center.
- The Hot Line telephone service through 1966 was commenced on 06.11.2025 and currently implementing in 3 languages. There are 10 trained officers are currently engaged in the service and 986 people have already been obtained the service so far. This Hot Line service provides essential information for the

students, parents, teachers and any person who search information regarding vocational education sector in Sri Lanka.

- For the first time in Sri Lanka, the Vocational Education Division has created a Robot Dialogue system on AI technology basis to distribute public services. This new service provides service to students, parents, teachers and the any party who encourage to find information on vocational education of the country. This VATBOT system implements in Sinhala Tamil and English languages and provides especially “Singlish” a language response which is the mixture of Sinhala and English language to the youth which is currently the famous language among the youth community.

2.1.4 Achievements of the Vocational Education and Training sector

- The Ministry Circular No. 01/2024 (I) dated 25.04.2025 has been issued by revising the Circular No: 01/2024 dated 04.04.2024 to expand the “Nipunatha Sisu Saviya Bursary Scheme” which facilitated to the apprentices in less income receiving families who follow vocational training courses up to National Vocational Qualifications (NVQ) level 7. In compliance to this circular the bursary amount which provide for the apprentices who intake for selected courses up to NVQ level 7 has been increased Rs. 4000 up to Rs. 5000 As such, a sum of Rs. 899.47 Mn has been given to 27,350 apprentices under “Nipunatha Sisu Saviya” Bursary Scheme, since the month of January to December of 2025.
- In line with the program of providing safety overall kits to the vocational trainees who train in workshops, 8,235 overall kits have been distributed to the trainees in the institutes of Vocational Training Authority of Sri Lanka (VTASL), National Apprentice & Industrial Training Authority (NAITA), Department of Technical Education & Training (DTET), Ceylon German Technical Training Institute (CGTTI) during the year 2025.
- In order to mark the “World Youth Skills Day” on 15.07.2025 along with the theme of “Youth Empowerment through AI and Digital Skills” several programs such as “specific walk, open day with exhibitions and awareness deliverance on AI technology” were held in vocational training institutes such as Sri Lanka German Training Institute – Kilinochchi, K –Tech in Orugodawaththa, College of Technology in Kurunegala and Technical College in Matara. Its main celebration was held in K – Tech - Orugodawaththa with the precedence of Hon. Deputy Minister of Vocational Education.
- Under “Self-Employment promotion Initiatives (SEPI)” loan scheme Rs. 24.7 Mn has been issued among 28 beneficiaries in the year 2025.
- The “Nipunatha Force” student career guidance program, which implemented by the Ministry of Education in connection with “Derana” media channel aims to direct the school leaving youth community to vocational education and through that to empower them was successfully implemented aiming 14 districts as its pilot program. The second program covered the cities of Galle, Dambulla, Tangalla and Rathmalana.
- “Face - to - Face In - Country Program” local training program to train trainers on “Digital transformation for vocational and technological educational institutes” was held in Colombo on 13th to 17th October 2025 with the combination of the Ministry and the Colombo Plan Staff College (CPSC). Nearly 39 local trainers were participated for this Trainer Training program.
- University of Vocational Technology (UOVT), Ocean University of Sri Lanka (OCUSL), Vocational Training Authority of Sri Lanka (VTASL), National Apprentice & Industrial Training Authority (NAITA), Department of Technical Education & Training (DTET) and Ceylon German Technical Training Institute (CGTTI) have provided Successful Stories which highlighted the background of the Institute, new projects, excellent student achievements that required to prepare video documentary clips on occupations aiming to upgrade the Technical, Vocational Education and Training (TVET) sector. Actions are being taken to prepare occupational video clips by utilizing above mentioned videos to promote TVET sector.
- The German Federal Republic and Swiss Development Cooperation have granted Euro Mn 8.24 for the second phase of the GIZ -Vocational Training in Sri Lanka Project (VTSL Phase II) for the year 2023 to 2026. Following programmes are being in progress up to now under this.

- Conduct Capacity Building Programmes for the managerial level positions in the vocational training sector.
 - Implement workshops for the digitalization of TVET sector.
 - Conduct workshops required to prepare a pool for Teacher Training (ToT pool).
 - Conduct workshops on Gender Transformation.
 - Conduct workshops to introduce Management Tools.
 - Conduct programs for the 349 marginalized people in the society.
 - Conduct 32 job-oriented programs aiming the marginalized people in the society.
 - Implement 23 vocational training programs for environmental sustainability.
- Considering the request made by the government of Sri Lanka to further strengthen the facilities available up to now in Korean National Vocational Training Institute (K –TEC) which established in Sri Lanka, a Memorandum of Understanding (MOU) was signed to obtain a grant of US \$ 1.5 Mn through the EXIM Bank of Korea to support for the program of “Post Completion Support to Sri Lanka Korean National Training Institute (K – TEC). Accordingly, the equipment valued of US \$ 421 agreed through the MOU for the courses of CNC, welding, electric, electronic, automobile and robotics have been facilitated to the K –TEC and Rs. 117.43 Mn has been paid as Tax. (VAT).
 - The “TVET Career Platform” Program which commenced with the grants of KOICA has been formed to provide high quality technologically active career guidance service to the TVET apprentices in all over the Island who acquired advanced skills levels. During the period of January to September 2025, the program recorded considerable progress though launching several key junctures like published the “Career One” platform officially on 13th February, handed over it to TVEC in formal manner on 28th March, Opening ceremony of the devoted server room in TVEC and held project operational committee meetings for the year 2025. The industry promotional conference which was held in 1st of April has further strengthen the linkages and the participation of the parties. Priority has given to capacity building initiatives too. Especially, two weeks invited training program for “Career One” stage activators held in Korean Republic since 1st – 14th June, third policy workshop on 31st July and the two days inclusive development work shop held on 4th – 5th, Career One inclusive development gifts awarding ceremony on 13th August, published the relevant TVET circular and the standard operation procedures (SOPs) by TVEC.
Therefore, Institutionalization, capacity building and the readiness for operations have been developed into a considerable level in the TVET platform.
 - The Governing authority and the Line Ministry are in the consideration to find a suitable land to construct a university premise which is equipped with facilities to Ocean University of Sri Lanka (OCUSL). The future actions are planning to do the constructions of the University under the support of Korean loan grants project or another project.

2.2. Targets for the year 2026

- Under the “Nipunatha Sisu Saviya” bursary scheme Rs. 1250 Mn has been paid for the vocational training institutes to give Rs. 7,500/- as a monthly bursary amount for nearly 21,500 apprentices who train up to NVQ level 7 in vocational training institutes.
- Provide 30,000 safety tool kits through the provisions of Rs. 125 Mn which allocated for facilitating tool kits for the apprentices who follow vocational training in workshops
- Issue loans value of Rs. 300 Mn under Self Employment Promotion Initiatives (SEPI) loan scheme for more than 300 beneficiaries.
- Hold an island wide skills competition to mark the “World Youth Skills Day” which is scheduled to be held on 15th July 2026.
- Train trainers (ToTs) who carry out the entrepreneurship development programs which is considered as basic qualifications required for the trainees to apply for the SEPI loan scheme.

- The five days “CPSC Regional Program for 2025 /2026” under the theme of “Transforming TVET for a Digital, Green and Inclusive Economy” will be held on 23 -27 March 2026 in Colombo. This event will be organized by the CPSC Institute with the partnership of Vocational Education Division. Representatives from nearly 16 of membership countries of the CPSC and local as well as foreign resource persons will be joined for this program.
- Provide technological assistance for the vocational training sector institutions CGTTI, SLGTI which established under the assistance of GIZ – VTSL – Phase II project of the Germany including other state institutions and hold capacity building programs for the managerial and decisional level officers. Furthermore, jobs oriented basic vocational training programs will be launched to special need people and marginalized people in the society. It also expected to implement the environmental sustainability oriented vocational education training programs (VET programs) like Nourishment, Renewable energy, Waste Management along with providing technical assistance to prepare subject curriculums for the vocational training courses. A road map was prepared to digitalize the Technical and Vocational Education and Training (TVET) sector with the direction of Ministry and the assistance of the GIZ – VTSL Project II. In order to implement the activities mentioned in the said Road Map a Digitalization Task Force team compiled with 12 officers has been appointed representing the vocational training institutes. The objective of this Task Force is to supervise the activities of the Road map and aware the Ministry regarding its current progress. Furthermore 4 work packages have been designed as follows.
 - Form a Student Management system and dash boarder reporting
 - Digitalize the content of the selected NVQ courses
 - Develop the human resources of Digitalization Task Force team and the main trainers and improve the skills
 - Give recommendation and to formulate the policies to digitalize the TVET sector and approve the digitalization process.
- Prepare separate Success Stories from the Vocational Training institutes. (TVEC, UOVT, OCUSL, VTA, NAITA, DTET and CGTTI) to upgrade the technical, vocational education & training sector.
- Perform the future actions of the “TVET Career Platform Project in Sri Lanka” program implements with the objective of Career guidance for vocational trainees who follow NVQ level 5,6 and 7.
- Giving the priority to the state policy, it is aimed to fulfill 70% of the energy requirement of the country through renewable energy in the year 2030 and 100% in the year 2050. Even though it is a difficult achievement, the “Renewable Energy Technology” course has been commenced under NVQ level 4,5,6 in year 2024 in CGTTI – Moratuwa and SLGTI – Kilinochchi jointly with Ministry of Education, GIZ institute, SLSEA and the industries to fulfill the aforesaid targets. At present the course is implementing successfully.
- Provisions have been allocated from this Budget to establish “Renewable Energy Training Hub” in Hambanthota in the year 2026, with aligning the North and South areas of the country. The main objective of this Hub is to provide trainings to the sectors like Solar Wind Power, Hydro Power, Biomass, Hydrogen Storage, Battery Storage and Maintenance System, Energy Management System aiming to provide solution to the energy requirement. This will also be known as “Asian center of Energy Transition” and will be implemented by the SLGTI and Training center - Hambanthota. Other renewable energy technology courses, Battery storage system, Hydrogen courses also will be commenced in this training center. The student intake for this will be 120 students for a year. Aligning the North and South areas of the country, this training center will be implemented as Rotational Training system.
- Guide to plan programs in training institutes to generate skilled workers who qualified for foreign employments through identifying the high demandable foreign jobs via Foreign Employment Bureau. Action plan for “Global Compact for Migration” which is relevant to the Vocational Education division will be implemented jointly with Foreign Employment Bureau with supervision.

- Provide vocational training for 1,900 apprentices through expanding vocational training opportunities for the students who do not attend the Universities under A/L subject stream.
- Implement career guidance programs in district wise.
- Held “Skills Expo – 2026” Exhibition.
- Implement actions regarding educational reforms.
- Held “Skills Vista” career guidance program for the students who conclude the G.C.E. A/L examination.
- Capacity development of the field officers.
- Provide technical equipment for the field officers.

2.3. Challenges

Even though an advanced success in the Technical, Vocational Education and Training (TVET) sector in Sri Lanka, still it is being faced structural and systematic issues creating hindrances to use its total capacity.

- **Social disputes and less acceptability** – Consider TVET path as a second alternative for the Academic studies.
- **Mismatch of skills** – Less coordination between TVET courses and job market requirements.
- **Less utilization of resources** – Most of the TVET institutes are not implementing for the full capacity and not utilize the physical and financial resources efficiently.
- **Divided control** – Cover up the roles between training providers and the regulatory institutes and weak coordination of them.
- **Weak industry liaisons** – No sufficient assistance with the employers to plan courses, to give apprentices training programs and for the job placement.
- **Limits in accessibility and the justification** – Inadequate accessibility of the women, disabled people and commissary groups including rural youth to the TVET sector.
- **Limitation of digital infrastructure facilities** – Less speed in utilizing mixed learning methods, on – line assessments and digital including development
- **Shortage in career guidance and publicity** – Most of the male youth are unaware regarding TVET opportunities and vocational path.

Chief Accounting Officer

Name:

Designation:

Nalaka Kaluwewe

Date: 04.06. 2026

Secretary

Ministry of Education, Higher Education and
Vocational Education

Chapter 03

Overall Financial Performance for the Year Ended 31st December 2025

3.1. Statement of Financial Performance

ACA -F

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

Revised Budget Allocation 2025 Rs.		Note	Actual		
			2025 Rs.	2024 Rs.	
-	Revenue Receipts		-	-	
-	Income Tax	1	-	-	ACA-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		1,948,406,580	1,942,672,624	ACA-3
-	Deposits		8,492,628	19,928,861	ACA-4
-	Advance Accounts		32,719,915	24,808,841	ACA-5
-	Other Main Ledger Receipts			-	
-	Total Non Revenue Receipts (B)		1,989,619,124	1,987,410,327	
-	Revenue Receipts C = (A) + (B)		1,989,619,124	1,987,410,327	
	Remittance to the Treasury (D)		47,501,065	16,121,803	
	Revenue Receipts E = (C)-(D)		1,942,118,059	1,971,288,524	
	Less: Expenditure				
-	Recurrent Expenditure		-	-	
690,320,000	Wages, Salaries & Other Employment Benefits	5	657,619,947	676,582,327	ACA-2(ii)
102,680,000	Other Goods & Services	6	94,003,688	199,390,925	
6,454,378,238	Subsidies, Grants and Transfers	7	6,129,285,493	6,475,289,519	
-	Interest Payments	8	-	-	
200,000	Other Recurrent Expenditure	9	37,500	150,000	
7,247,578,238	Total Recurrent Expenditure (F)		6,880,946,629	7,351,412,771	
	Capital Expenditure				
557,000,000	Rehabilitation & Improvement of Capital Assets	10	231,846,084	176,231,310	ACA-2(ii)
1,028,237,027	Acquisition of Capital Assets	11	766,962,803	204,462,908	
1,161,000,000	Capital Transfers	12	922,053,017	895,909,868	
350,000,000	Acquisition of Financial Assets	13	24,700,000	69,420,000	
1,100,000	Capacity Building	14	1,070,666	16,511,700	
1,461,494,735	Other Capital Expenditure	15	882,318,761	1,152,328,069	
4,558,831,762	Total Capital Expenditure (G)		2,828,951,331	2,514,863,855	
	Deposit Payments		15,241,085	14,968,924	ACA-4
	Advance Payments		48,351,119	39,197,453	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		63,592,204	54,166,377	
	Total Expenditure I = (F+G+H)		9,773,490,163	9,920,443,003	
11,806,410,000	Balance as at 31st December J = (E-I)		(7,831,372,104)	(7,949,154,479)	
	Balance as per the Imprest Adjustment Statement		(7,831,372,104)	(7,949,989,441)	ACA-7
	Imprest Balance as at 31st December		-	834,961	ACA-3
			-	-	

3.2. Statement of Financial Position

ACA-P

Statement of Financial Position
As at 31st December 2025

	Note	Actual	
		2025	2024
		Rs	Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	6,589,878,500	6,458,429,662
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	81,987,287	66,349,369
Cash & Cash Equivalents	ACA-3	-	834,961
Total Assets		6,671,865,787	6,525,613,991
<u>Net Assets / Equity</u>			
Net Worth to Treasury		(14,650,413)	(209,169,887)
Property, Plant & Equipment Reserve		6,589,878,500	6,458,429,662
Rent and Work Advance Reserve	ACA-5(b)	-	-
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	96,637,700	275,519,255
Unsettled Imprest Balance	ACA-3	-	834,961
Total Liabilities		6,671,865,787	6,525,613,991

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 07 to 60 and Annexures to accounts presented in pages from 61 to 81 form an integral part of these Financial Statements. **The Financial Statements have been prepared in accordance with the Government Financial Regulations 150 & 151 and State Accounts Guideline No. 02/2025, dated 17.12.2025** and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out as per section 38(1) (C) of the National Audit Act No. 19 of 2018

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Chief Accounting Officer
Name :
Designation :
Date : 04.06.2026

Nalaka Kaluwewe
Secretary
Ministry of Education, Higher Education and
Vocational Education

.....
Accounting Officer
Name :
Designation :
Date :

.....
Chief Financial Officer/ Chief Accountant/
Director (Finance)/ Commissioner (Finance)
Name : M.N.Priyangika Fernando
Date : 17.02.2026

M.N. Priyangika Fernando
Chief Financial Officer
Vocational Education Division
Ministry of Education, Higher Education and
Vocational Education

3.3. Statement of Cash Flow

**Statement of Cash Flows
for the Period ended 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	39,614,035	59,112,914
Revenue Collected on behalf of Other Revenue Heads	-	-
Imprest Received	1,949,241,541	1,942,672,624
Recoveries from Advance	18,745,486	19,876,739
Deposit Received	8,492,628	19,928,861
Total Cash generated from Operations (a)	2,016,093,690	2,041,591,138
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	732,760,788	858,081,701
Subsidies & Transfer Payments	718,061,243	590,943,884
Rehabilitation & Improvement of Capital Assets, Capital Transfers, Capacity Building and other capital Expenditure	1,558,853,569	
Expenditure incurred on behalf of Other Heads	24,386,097	20,617,032
Imprest Settlement to Treasury	47,501,065	16,121,803
Advance Payments	44,921,421	35,054,460
Deposit Payments	15,167,431	14,968,924
Total Cash disbursed for Operations (b)	3,141,651,613	1,535,787,803
NET CASH FLOW FROM OPERATING ACTIVITIES (C) =(a)-(b)	(1,125,557,923)	505,803,335
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (d)	-	-
<u>Less - Cash disbursed for:</u>		
Purchase or Construction, Purchases and Other Investment Acquisitions		505,803,335
Total Cash disbursed for Investing Activities (e)	-	505,803,335
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(d)-(e)	-	(505,803,335)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) + (f)	(1,125,557,923)	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	1,125,557,923	-
Total Cash generated from Financing Activities (H)	1,125,557,923	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	1,125,557,923	-
Net Movement in Cash (K) = (G) -(J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

3.4 Notes on Financial Statements

Basis of the Reporting

1) Purpose of Preparation

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

2) Reporting Period

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

3) Basis of Measurement

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

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

4) Recognition of Revenue

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

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

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

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

6) Property, Plant and Equipment Reserve

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

7) Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2025.

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

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

3.5 Performance of the Revenue Collection

Not applicable

3.6 Performance of the Utilization of Allocation

Rs.

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a
	Original	Final		
Recurrent	7,285,000,000	7,247,578,238	6,880,946,629	95%
Capital	4,270,000,000	4,558,831,762	2,828,951,331	62%
Total	11,555,000,000	11,806,410,000	9,709,897,960	82%

3.7. In terms of FR 208 grant of allocations for expenditure to this Department/District Secretariat/ Provincial Council as an agent of the other ministries/Department

Rs. 000

#	Ministry / Department received the provisions	Object of the provision	Provision		Actual expenditure	Provision which utilized as percentage of final provisions which given
			Initial provisions	Final provisions		
1.	Presidential Secretariat	For “Clean Sri Lanka “project	9,500	9,500	8,300	87%
2.	Election Commission	For the Election claims under Election duty official payments	838	934	934	100%
3.	Ministry of Education	To spend for the staff of the Deputy Minister office	13,375	18,087	15,107	83%
4.	Department of Pensions	To charge the amount to be recovered for the government from the pension / death gratuity	45	60	45	75%

3.8 Performance of the Reporting of Non-Financial Assets

Rs.

Code of the asset	Detail of the code	Balance as at 31.12.2025 as per the Board of Survey	Balance as at 31.12.2025 as per the Quality reports	Scheduled to be accounted in future	Progress as a percentage %
9151	Buildings and structures		1,652,822		
9152	Machineries		1,329,939		
9153	Lands		1,494,318		
9154	Intangible assets		-		
9155	Biological assets		-		
9160	Work in progress		2,112,800		
9180	Lease assets		-		

3.9. Auditor General's Report

Auditor General's Report has been included under the paragraph 3.9 in Volume I

Chapter 04

Performance Indicators

4.1. Performance Indicators (Based on the Action Plan)

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100%-90%	75%-89%	50%-74%
Student intake in TVET Programs		√	
No. of Certificates Issued			√
No. of Curricula Developed	√		
No. of National Competency Standard (NCS) Developed	√		

Chapter 05

Performance of Achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified Respective Sustainable Developments Goals

Goal/objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0% -49%	50% - 74%	75% - 100%
4.Ensure inclusive and equitable quality education and promote life-long learning opportunities for all.	4.3 By 2030, ensure equal access for all women and men to affordable and quality technical, vocational and tertiary education, including university.	4.3.1. Percentage of 15-24 years old enrolled in vocational education.	√		
	4.4. By 2030 substantially increase the number of youth and adults who have relevant Skills, including technical and vocational skills, for employment, decent jobs and entrepreneurship.	4.4.1. Percentage of student intake of Information Communication and Multimedia sector by target of the same sector.			√
	4.5 By 2030, eliminate gender disparities in education and ensure equal access to all levels of education and vocational training for the vulnerable, including persons with disabilities, indigenous people children in vulnerable situation.	4.5.1. Percentage of female completion to male completion in vocational education.			√

5.2. Achievements and challenges of the Sustainable Development Goals

Challenges

- Limited digital infrastructure facilities – Less utilization of mixed learning methods, on – line assessments and digital developments.
- Limitations in accessibility and justifications - Inadequate accessibility of the women, disabled people and commissary groups including rural youth to the TVET sector.
- Less attraction of the female students towards courses existing in TVET sector.

Achievements

- Achieved 77% out of targeted recruitments for the Information Communication sector in the year 2025.
- The number of female trainees who completed the courses in the year 2025 is 84.48% in the percentage of the proportion between the number of male trainees who completed the courses.
- Achieve to attract 11% of youth in the age between 15- 24 years for the vocational training sector in year 2025.

Chapter 06

Human Resource Profile

6.1 Cadre information as at 31.12.2025

Service Level	Approved cadre	Existing cadre	Vacancies
Senior	32	24	08
Tertiary	04	02	02
Secondary	519	510	09
Primary	58	45	13
Total	613	581	32

As per the actual number of permanent cadre of the Development Officers as at 10.01.2025, 412 posts have been approved by the Department of Management Services for this Division. However, this Division has given a request to the Department of Management Services to approve 436 posts for that post.

6.2 How the shortage or excess of the human resources impact to the performance of the Institution Mention briefly.

Even though the officers who obtained the local / foreign no – pay leave as per the Public Administration Circular No. 14/2002 and consequential circulars were not in the actual service, they have been included in the existing cadre. There are 33 officers have obtained the local / foreign leave as at 31.12.2025. However, the other officers involve much effort to do their official duties on covering basis in order to perform the work up to an optimum productivity.

6.3 Human Resources Development

Name of the program	Number of trainings received	Duration of the program	Total investment (Rs. 000)		Nature of the program (Local / Foreign)	Output / Knowledge obtained *
			Local	Foreign		
Higher National Diploma on Procurement and Contract Administration conducted by Sri Lanka Institute of Development Administration (SLIDA) – Assistant Director (Skills Development).	01	01 year	138.0	-	Local	Achieve the procurement process of this Division formally and efficiently through the knowledge on Procurement principles.
Training program on computer hardware and internet usage – Office employee assistants.	01	February to October of 2025	49.60	-	Local	Knowledge on computer hardware and internet usage / Carry out the daily official work of this Division formally and efficiently.

Name of the program	Number of trainings received	Duration of the program	Total investment (Rs. 000)		Nature of the program (Local / Foreign)	Output / Knowledge obtained *
Establishment Code and the procedural rules by Mrs. Pathirage Suvineetha, Administrative Officer of the Piriven Division of the Ministry of Education, Higher Education and Vocational Education held in this Ministry premise.	18	One day	3.60	-	Local	Improve the knowledge of the office employees / Assist for the efficiency bar examination of the employees.
Financial regulations by Mrs. H.C. Anuruddhika, Chief Internal Auditor of the Vocational Education Division held in this Ministry premise- Development Officers / Office employee assistants.						
Safety use of internet and AI Technology for All the non –staff grade employees by Mr. Thilina Panduka, Assistant Director (Information Technology).	89	One day	33.45	-	Local	Avoid Technology threats through following safety steps in professional and private life / Create smart attitudes in employees.
AI Technology for All the staff grade officers by Mr. Thilina Panduka, Assistant Director (Information Technology)	24	One day	6.92	-	Local	Aware on adopting modern technological methods for official duties / Create smart attitudes in employees / Optimum work capacity through minimum time average.
Training session for the drivers on technological knowledge and maintenance of required documents by CGTTI.	19	03 teams Three days for each team	167.00	-	Local	Transparency through the knowledge of drivers to maintain running charts etc. / no issues in checking the documents.
Awareness program on hospitality treatments for office employee assistants by VTASL in Vocational Training center – Narahenpita.	22	Two days	13.150	-	Local	Aware on the way how to treat the public in providing direct services and providing assistance to the officers in the premise. / Create skilled team through sharing duties, efficiency duty management, identifying priorities. Provide productive service through improving duty capacities.

Name of the program	Number of trainings received	Duration of the program	Total investment (Rs. 000)		Nature of the program (Local / Foreign)	Output / Knowledge obtained *
Training for preparing salaries of government employees for two officers in Accounts division by Metropolitan Campus KDU at the premise itself.	02	Three days	36.00	-	Local	Obtain the knowledge on Payroll system relevant to prepare salaries. / Prepare salaries of the government employees accurately, without delay and with transparency. Motivate the employee through preparing increments, salary conversions and create efficiency.
Service Initiations Training Program in the premise of the Ministry by resource persons from this Ministry – For the new Management Services Officers.	14	One day	13.73	-	Local	Provide optimum public service through identifying the new service station and filing system / Formal management of official duties, creating positive thoughts on new service station and the public service.
Training session to give recognition on new revisions occurred through the new circular for the Procurement subject by Mr. H.P. Ranjith Kumara, Senior Supply Officer of Technician Technology Institute at Ministry premise – To the staff officers and the subject officers.	38	One day	47.145	-	Local	Updated knowledge on procurement activities / Use the knowledge for doing procurement process of this Division systematically.
Training program on inter communication skills and capacity to hold responsibilities by Mrs. Nilmini Daladawaththa, Instructor of the SLIDA in Ministry premise – All the employees except the staff officers.	114	One day	145.91	-	Local	Improve the knowledge, attitudes and skills of the officers. Create a friendly service background in the premise.
Training program on Disciplinary Investigations and Disciplinary by Mr. Ruwan Nawarathna, Instructor of the SLIDA in Ministry premise – All the employees.	105	One day	56.305	-	Local	Use the received knowledge to maintain the personal files of this Division / Self-understanding on how to act in vivid duty circumstances and avoid the issues occurred due to misunderstanding though motivating the officers and do follow up activities and comfort the institutional affairs through it.

Name of the program	Number of trainings received	Duration of the program	Total investment (Rs. 000)		Nature of the program (Local / Foreign)	Output / Knowledge obtained *
Training program on Policy formulation / Strategic Planning by Mr. B.A. Sampath Mallawaarachchi, Senior Instructor of the SLIDA in Ministry premise – To the staff officers.	16	One day	47.230	-	Local	Do the affairs related to the subject in this Division in formal manner.
Stores Management, Inventory maintenance, Annual Board of Survey and assets disposal course in SDFL premise – Two officers in the Accounts Division.	02	Two days	26.00	-	Local	Obtained broaden knowledge on disposal which is a general issue in public Institutes and prepare plans formally to do the relevant process in this Division. 2.
Diploma in Public procurement and Contract Administration in Labor Studies Institute –Miss. H.P. Probodhini, Accountant.	01	One year	80.00	-	Local	Carry out the affairs related to the subject of this Division formally.
Training session on written communication and financial regulations for the new office employee assistants in Ministry premise with the patronage of resource persons of the Ministry.	22	Two days	13.150	-	Local	Use the knowledge received on written communication for the office duties in optimum manner. / reduce the errors and shortages through proper understanding on financial regulations.

Chapter 07
Compliance Report

No.	Applicable Requirement	Compliance Status (Complied / Not Complied)	Brief explanation For Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.	The following financial statements/ accounts have been submitted on 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 relevant		
1.4	Stores Advance Accounts	Not relevant		
1.5	Special Advance Accounts	Not relevant		
1.6	Others	-		
2.	Maintenance of books and registers (FR445)			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		Only losses related to vehicle damages are recorded
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	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 institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have 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	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
4.6	Submitted of Annual Cash Flow Report to Department of Treasury	Complied		
4.7	Submission of Quarterly Reports to Treasury on due date	Complied		
5	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6	Internal Audit FR 134(2)			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		

No.	Applicable Requirement	Compliance Status (Complied / Not Complied)	Brief explanation For Non-Compliance	Corrective actions proposed to avoid non-compliance in future
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Not Complied		Ministry of Education is consisted of 3 Divisions and in case of arising practical issues when booking dates for meetings in each division, there were 02 meetings were held for this Division.
8	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in Terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		

No.	Applicable Requirement	Compliance Status (Complied / Not Complied)	Brief explanation For Non-Compliance	Corrective actions proposed to avoid non-compliance in future
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle log books had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term.	Complied		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month.	Complied		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Not Complied		Take necessary measures and legal action to recover outstanding loans.
13	General Deposit Account			

No.	Applicable Requirement	Compliance Status (Complied / Not Complied)	Brief explanation For Non-Compliance	Corrective actions proposed to avoid non-compliance in future
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Complied		Promptly transfer deposits outstanding for over 2 years to government, revenue
13.2	The control register for general deposits had been updated and maintained	Complied		
14	Impress Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub impress issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub impress had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the impress account had been reconciled with the Treasury books monthly.	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular No.04/2017 dated 20.09.2017.	Complied		
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		

No.	Applicable Requirement	Compliance Status (Complied / Not Complied)	Brief explanation For Non-Compliance	Corrective actions proposed to avoid non-compliance in future
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			
18.1	A citizen's 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	Respond to Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		