

Contents

01. Chapter 01 - Institutional Profile/Executive Summary	1
1.1 Introduction.....	1
1.2 Vision, Mission, Objectives of the Institution	6
1.3 Key Functions.....	7
1.4 Organization Chart of the District Secretariat, Ampara	8
1.5 Departments under the Ministry/ Main Divisions of the Department	9
1.6 Institutions/Funds coming under the Ministry/Department/Provincial Council	10
1.7 Details of the Foreign Funded Projects (if any).....	10
02. Chapter 02 – Progress and the Future Outlook	11
03. Chapter 03 - Overall Financial Performance for the Year ended 31 st December 2020.....	14
3.1 Statement of Financial Performance.....	14
3.3 Statement of Financial Position	15
3.4 Statement of Cash Flows	16
3.5 Notes to the Financial Statements.....	17
3.6 Performance of the Revenue Collection	25
3.7 Performance of the Utilization of Allocation	26
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	27
3.8 Performance of the Reporting of Non-Financial Assets.....	29
3.9 Auditor General’s Report**	30
04. Chapter 04 – Performance indicators	40
4.1 Performance indicators of the Institute (Based on the Action Plan)	40
.05 Chapter 05- Performance of the achieving Sustainable Development Goals (SDG)	41
5.1 Indicate the Identified Respective Sustainable Developments Goals.....	41
5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals	43
06. Chapter 06 - Human Resource Profile	44
06.1 Cadre Management	44
06.2 Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.	44
06.3 Human Resource Development	45
07. Chapter 07– Compliance Report	46

Massage of the District Secretary



It gives me pleasure to present this annual performance report of services and projects carried out by District Secretariat, Ampara for the year 2019. This report has been prepared based on financial control of District Secretariat and Divisional Secretariats as per financial circular no 402 of 12.09.2002.

The Ampara District which was established as an administrative district in the year 1961 has filled its half way with the bloody memories of nasty war. The development mechanism which were blocked during these period, now have been generated with the mega power. The Ampara District has special characteristics of unity with multilingual, multi religious and multiculturalism background of Sinhala, Tamil, Muslim and other community. It should be our first task to create an environment within the district for giving opportunity to all the people with the hope of living in the economic and social satisfaction and mutual trust.

The Ampara contributes for paddy production in many years and cow fee production continuously, is recognized as a pioneer district in providing most contribution in the national agriculture products. The most peoples of the district where filled with many natural resources, involve in the agriculture as their livelihood in addition to fresh water fisheries and marine water fisheries. The massive responsibilities have been handed over to implement the government policies efficiently for making better future towards healthy and happiness life of peoples. I am happy to dedicate my gratitude to the religious leaders, political leaders, political authorities and non-governmental organizations for their instruction and cooperation tendered for the administrative activities to achieve targets highlighted in this performance report.

The Divisional Secretariats play major roles to spread the public service at the bottom level. I dedicate my gratitude to two Additional District Secretaries, Chief Accountant, Director Planning and other Directors, District Engineer, Chief Internal Auditor, Assistant District Secretary, Accountant, Administrative Officers including all staff and Divisional Secretaries of the district including staff officers and other staff for rendering highest support to achieve our target last year through the coordination and management between these offices.

Also, I dedicate my heartiest gratitude to all officers engaged in rendering the services realized the necessity of the service during the period of spreading the VOVID 19 virus.

A handwritten signature in black ink, appearing to read 'D.M.L. Bandaranayake'.

D.M.L. Bandaranayake,
District Secretary/Government Agent,
Ampara

01. Chapter 01 - Institutional Profile/Executive Summary

1.1 Introduction

The present Ampara district called as ancient Digamadulla Colony is situated in the Eastern Province of Sri Lanka. There is flat hill land here and there in this district. This land 200 feet is upper from the sea level and hill 1000 feet is upper from sea level. This land consist all resources. There are paddy continues land from Uva range to the east coast and there are lot of charming places. The lagoons are beautiful in the rainy season. The paddy field look very charm during the monsoon period and watch tower will be setup here and there by Sinhala, Tamil and Muslim farmers in these paddy field. It is easy to find wild life such as elephants, pigs and peacock during the harvesting period and goats and cattle will be in the paddy land after the harvesting. During the month of July, it will be in heavy dried condition.

In 1924, these area ware administrated in the name Wevehampattu by the then government officers under the Government Agent of Batticaloa. As Mr Veddave was the first load of the country, the ancient irrigation system was rapidly reconstructed under his administration. Based on the above development works, DS Senanayaka started the Galoya Development Project. The Ampara is a good creation of agriculture colony scheme. Ampara District was established as an administrative district in the year 1961 including previous administrative unit of Wevehampattu, Binthannapattu, Panamapattu, Sammanthuraipattu, Nintavurpattu and Akkraipattu. Mr. J.D.S.D. Liyanage assumed his duty on 10th April, 1961 as first Government Agent of Ampara District. In the year 1980, the Dehiyattakandy area which was under “C” Zone of Mahaweli Development Scheme was attached to this district.

There are four electoral divisions such as Sammanthurai, Pottuvil, Kalmunai and Ampara and 20 Divisional Secretariat Divisions, 503 Grama Niladhary Divisions and 614 villages including 02 Municipal Council, 01 Urban Council, 17 Pradeshiya Sabhas and 14 Police Stations in the present Ampara District. This district is very beautiful with 115 km extent of seashore, hill and flat land, rivers and lake crossing the villages, fruitful paddy land and free wild life. There are 223 Buddhist Temples, 203 Hindu Temples, 369 Muslim Mosques and 74 Christian Temples that are reflecting various ethnic culture in the Ampara district.

As per census report of last year (Census Office, Ampara-2019) total population of Ampara District are 728,086 and total families are 205,211, as 41.49% of Muslim, 35.32% of Sinhala, 22.58.1% of Tamil and 0.6% of other community peoples are living together with hormonally.

This district consist of 4,415 Km² of land extent. There are 1,264.47 Km² agriculture land, 328.03 Km² Internal reservoir area and 2,097.53 Km² forest and range land. In this district, annual rain fall is 1886 ml and average heat is 29.81C. Ampara District was rewarded as “Jathiye Vee Bissa” for the agriculture contribution with yield of 22.5% in the paddy cultivation through the large irrigation system of Senanayaka Samudraya and this district contributes to the national food production through the sugar cane cultivation, additional crops cultivation, animal husbandry and fisheries. Ampara district is able to provide higher status in the education sector through the University, Advance Technological Institute, College of Education, Technical College, Vocational Training Centre, National Schools and other developed schools. It is proud that national and international rewards for productivity to Ampara health service. Ampara district has been converted as an attractive place for local and foreign tourists with specific places such as Galoya National Park, Kumana Natural Park, Lahugala National Park and Arukampai Surfing Place and also significant religious and cultural places such as Rajagala, Deegawapiya, Magul Maha Viharai, Buddangala, Uhanthai Temple and Kadatkaraipalli.

Historical Background of Ampara District

The ancient Sri Lanka consisted of three kingdoms such as Ruhunu, Rajarata and Mayarata. The historical evidence ratifies that the history of Deegawapi or Digamadulla kingdom which was considered as a vital wealthiest resource of Ruhunu kingdom prolongs up to the period of Lord Buddha. In terms of the ancient chronicle stories, Vijaya came to Sri Lanka when Lord Buddha reached the utmost stage of blissful rest of lying on the bed of his nibbana. When Lord Buddha was graciously present in Sri Lanka for the third time at the invitation of king, Manik Akkitha Nagar, it is said that he was graciously present in the Deegawapi area.

Ampara emerged as a settlement of Aryans during the monarchy of Bandugasdeva who ruled the country after Vijaya. The chronicle stories state that Thiyaugamam established by the Prince, Thiyyahu who is a brother of the queen of Bandugasdeva king, Kathiyana Kumari was later called in the names of Deegawapi and Digamadulla.

Bandugabaya Prince, son of Dugagamini brought Anuradhapura under his rule and made it as the capital of his monarchy. Thereafter, Digamadulla was ruled as an administrative area under Anuradhapura kingdom. It also prospered as a vital granary. When the Polonaruwa kingdom declined, its reign was pushed to the south western area and Ampara emerged as a forest reserve.

The Major Irrigational Technology of Mahasena expanded from the area of Viththanna in the east to Kandy through Thamankaduwa and Serunuwera. Ruhunu area cannot be easily forgotten for its self-development activity. When we travel around the areas of the Ampara District, we may witness several ruins related with irrigation development that had been developed for a long time.

Professor R.L. Brokiyar says that Galoya was the food land of Veddha society before the historical inscriptions of Sri Lanka was maintained. This is seen in the inscriptions up to the period of 03rd century A.D. established by the prehistoric Aryan society.

The sentences “ye rethiya abaraya ithiya akanatha ithika theramahinda therathuwa” has been inscribed in an inscription located near the Dagoba ruins in the area. In terms of the inscription, the Dagoba has been brought for the development of the Island. This has been introduced as the Dagobas of Mahinda and Iddithiya. This ratified the information/news in Mahawamsa regarding the visit of Mahinda and Iddithiya to Sri Lanka. News confirms that Dagobas were constructed throughout the Island burying tusks/ivories as treasures under them. In the meantime, the letter obtained in Rajagala area says about a woman called Rabitha who is the queen of King Dutugemunu. This is a historically important letter. Likewise, the inscription gives the evidence about the matrimonial relationship between the families of the Queen Nanthamithri and King Dugemunu. According to this inscription and inscription in Omunugala in the Ampara District prove that the daughter of the king Dutugemunu and son of Nanthamithri got married.

The scholars accept/recognize that the inscription of 10th century as an extra ordinary historical resource. In terms of the inscription, it is proven that Sachchiriya Singha lived in Ampara during his ultimate period. The inscription says that the village referred to in the inscription was a self-sufficient village and things were not brought from the outer areas for the sale. The said inscription further refers to that the area was ruled by the kingdom of Anuradhapura

Historical evidence proves that Ampara was a prominent place during the Polonnaruwa regime. Digamadulla had immensely assisted the campaign led by Maha Vijayabahu to redeem the country from the Cholar dominance. The inscription also mentions about the wars made by him in his mission. Further information says that Digamadulla had been under the dominance of Suhara and Rabeena. The book published by the University of Sri Lanka on the history of Sri Lanka says that the king Maha Parakiramabahu warred with Suhara Rabeena in Ampara in order to confiscate the tusks/ivories. This book also reveals that the right/entitlement Thalava priests during the period of Sri Lanka history belongs Deegawapi. According to the Deegawapi book explaining the precious terms, the King Keerthi Raja Singhan during the period of 1756 visited Deegawapi and reconstructed the Deegawapi Dagoba and paid the homage to the priest of the viharaya. The inscriptive notes that were seen in the Dagoba entrance on the west until the recent time, that have lost their beauty now belongs the inscriptive tradition of Kandy rule.

The contribution of British in the irrigation development made in the Ampara can be pointed out as an important event after the year of 1818, especially the Governor Henry Road visited the eastern province and provided money for the development of irrigation sector. This was a highly valued event. This was a great reason for the British rulers to provide money to reconstruct the irrigation sector. Reconstruction of water reservoirs in the Divulana, Dadayanthalawa and Sagamam in the Ampara District and commencement of Paddipalai river project in 1880 were held under this plan. Under the Paddipalai river project, Ampara tank and Kondawatuwan tank and construction of dams across the Gal Oya river supply water to about 40000 acres, Ampara district was transformed as a stretch of paddy lands.

Thereafter, the fundamental objectives of the Gal Oya Irrigation Project were streamlined and once again Ampara District was formed as the center of development in the east. It should be noted that the ways and means for irrigating water to the lands by constructing reservoirs in high lands was done under the Gal Oya Project. Gal Oya project is a historical one since it was the first time in Sri Lanka that such a project was implemented in Sri Lanka.

According to Coul Brooke and Gamaran Proposal which helped the British to form a new foundation in the British rule of Sri Lanka, Sri Lanka was divided into five provinces. Ampara area had been included in the eastern province. The eastern province also consisted of the districts

Batticaloa and Ampara and the areas of Thamankaduwa and Vinthana. The provinces formed so were later divided into districts. Accordingly, the eastern province consisted of Trincomalee and Batticaloa. Digamadulla and Linthanai were under the Batticaloa district. In 1837, Linthanai was merged with the Badulla district. From 1961 up to the establishment of Ampara district, Digamadulla was not brought under any Administrative Divisions.

1.2 Vision, Mission, Objectives of the Institution

Vision

“A prosperous district with an awaken community”

Mission

To build a prosperous district with the community adopting decent and standard living consists in skills, creativity and wellbeing in the fabric of freedom, safety and fascination by managing all the resources of the district complying with good governance mechanism, leading to sustainable development.

Values

- Customer friendly, Service – Sensitive, efficient Staff.
- A working culture of instant solutions with modern and innovative approaches.
- Trustworthy service for all.
- Clean and green environment.
- A mechanism of good governance

1.3 Key Functions

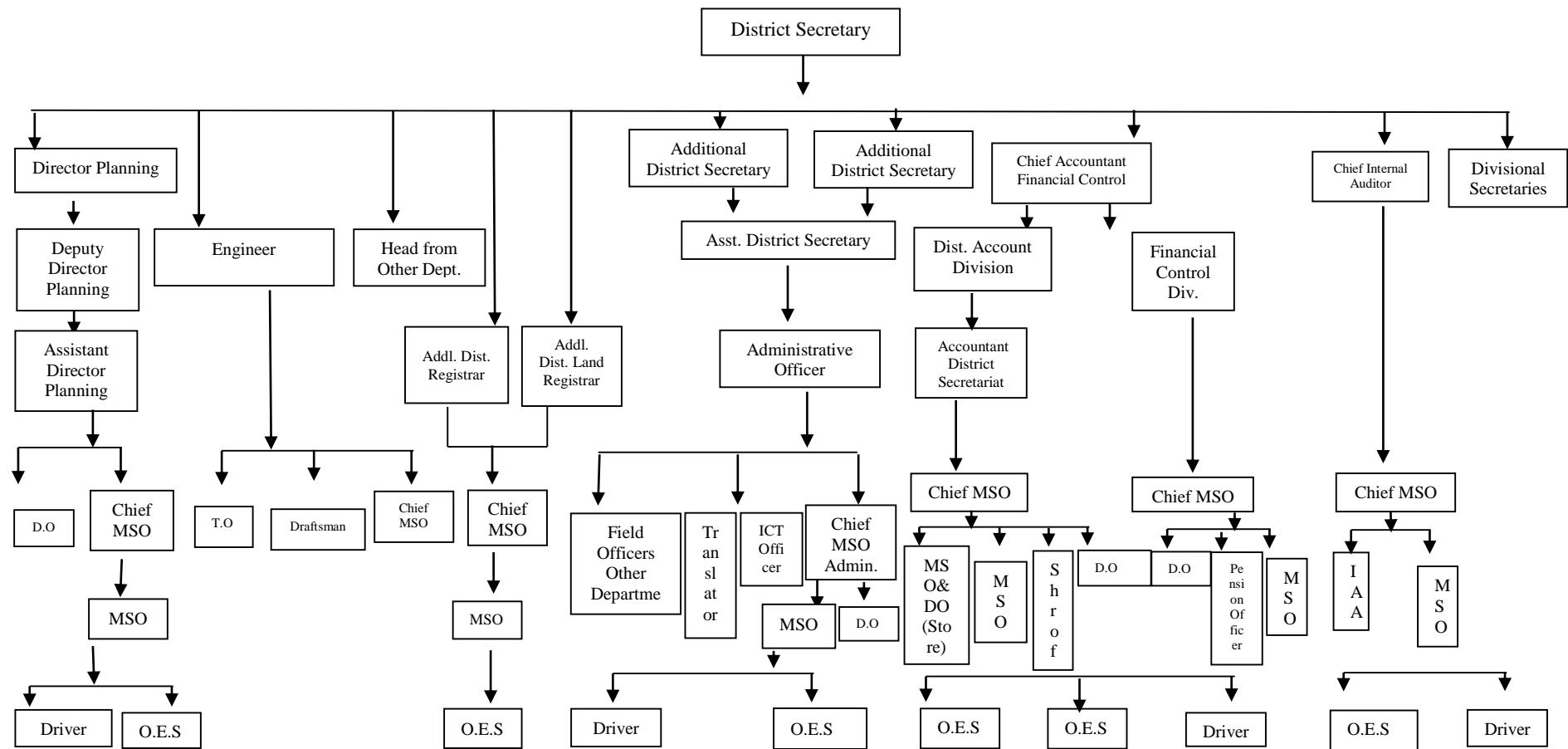
Duty and Responsible of the Administration Branch of the District Secretariat

- Administrative works of the Office
- Administrative responsible (Administration, Leave and Railway Warrants)
- Administrative activities and monitoring activities of DS Divisions
- Administrative Activities of the Grama Niladharies
- Food control activities
- Activities of Paddy Purchasing

Duty and Responsible of the Administration and Coordination Branch of the District Secretariat

- Administrative works of the Office
- Social Service Activities
- Cultural and Religious Activities
- Human Resource Development and Skill Development Training Activities
- Appointment activities of Birth, Death and Marriages Registrars and Sudden Death Examiners
- Submission of Name List of Juries to Courts
- Organizing District, National events and various programmed at the District Level
- Activities on the public complaints
- Granting assistant to the peoples through Governmental and non-Governmental Organizations
- Activities of Disaster Management and Tsunami Reconstruction works
- Activities of issuance of permits for guns and explosives items
- Activities of Circuit Bungalow

1.4 Organization Chart of the District Secretariat, Ampara



1.5 Departments under the Ministry/ Main Divisions of the Department / Divisional Secretariats of the District Secretariat

District Secretariat is situated at the north location away 01km from the center of the town. Most administrative duties of the district will be implemented by this office. The building of the District Secretariat was constructed by using metal under Kaloya Scheme. Most of the peoples call this building as Ampara Kachcheri building. The following offices will be operated at the Kachcheri premises. There are 20 DS Divisions and 503 Grama Niladhary Divisions under the District Secretariat. Grama Niladhary Divisions under the District Secretariat and Distance from District Secretary's Office as following

S.N	D.S Division	No of Grama Niladhary Divisions	Distance from District Secretary's Office(K.M)
1	Dehiyattakandiya	13	121
2	Padiyathalawa	20	82
3	Mahaoya	17	62
4	Uhana	55	11
5	Ampara	22	-
6	Damana	33	17
7	Lahugala	12	80
8	Pothuvil	27	75
9	Thirukkovil	22	42
10	Alayadivembu	22	28
11	Akkaraipattu	28	28
12	Addalaichenai	32	29
13	Irakkamam	12	10
14	Ninthavur	25	26
15	Karaithivu	17	24
16	Sainthamaruthu	17	25
17	Kalmunai	29	28
18	Kalmunai North (Sub Office)	29	28
19	Navithanveli	20	24
20	Sammanthurai	51	20

1.6 Institutions/Funds coming under the Ministry/Department/Provincial Council

District Secretariat and Attached Government Institutions

SN	Department/Institute/Other Branches
1.	District Samurdhi Office
2.	District Planning Division
3.	Office of the Assistant Commissioner of Elections
4.	Office of the Motor Traffic Department
5.	District Social Security board
6.	District Measurement and Service Unit
7.	District Statistical Unit
8.	Disaster Management Unit
9.	District Sports Unit
10.	Office of Deputy Commissioner of Land
11.	District Land Reform Board
12.	Office of Assistant Commissioner of Land (Province)
13.	Office of Land Use Planning Department
14.	Office of Additional District Registrar
15.	Seeds Certifying Office of the Department of Agriculture
16.	Eastern Province Office of the Export Development Board

1.7 Details of the Foreign Funded Projects (if any)

NIL

02. Chapter 02 – Progress and the Future Outlook

The Achievement, Challenges for the year 2020 and Future Targets

The annual performance of the services rendered and projects carried out by the District Secretariat, Ampara in the year 2020 are given below.

01. The performance for the year 2020

- i. It was possible to control the COVID 19 Virus successfully within the District by establishing the Operational Committees with the help of Police, Army and Health Officials.
- ii. The payment of rupees 5,000.00 was distributed to the elders and to the person with disabilities by deploying government officers during quarantines regulation and the curfew imposed in the initial period of the year.
- iii. The agricultural activities was carried out successfully by providing the subsidies payment for the fertilizer and providing agricultural materials continually on time to the famers
- iv. The necessary arrangement was taken to repair the damaged equipment and the machineries of the farmers.
- v. The action was taken to distribute essential commodities without any scarcity to the area peoples, when the quarantine curfew was imposed.
- vi. It was able to transect additional food commodities to other districts and these commodities were distributed to the peoples within the district without any scarcity.
- vii. It was able to provide the assistance to difficult area of the districts such as Kilinochchi and Jaffna by providing additional products of sugar and rice of the district.
- viii. The distribution activities were carried out successfully by coordination Cooperative Societies and private sectors.
- ix. The facemask and sanitizer were distributed to the officers engaged in the duties and to the poor peoples by the assistance of donors, sponsors and new inventers.
- x. It was able to continue the development works of the district continually, even though this district was affected by COVID 19.
- xi. It was able to contribute for the plantation and environmental production.
- xii. It was possible to hold the free and fair general election in the year 2020 by reducing election violation.
- xiii. It was able to involve directly in the renaissance of Buddhist, Hindu, Islam and Christian religious within the multi ethnic and multi-cultural environment.

- xiv. It was successfully able to handle Archaeological excavations such as the 1800 year old stone carving box and sacred bones found during the excavations at the historical holiness place of Deegawapi temple under the supervision of Police, Army and District Secretariat.
- xv. The action has been taken to grant opportunities from November 2020 to up to now to the devotees for fulfilling the ritual activities and worship sacred monuments found at historical holiness place of Deegawapi temple.
- xvi. It was able to face successfully on the disaster due to the flood over Kittanki bridge during north-east monsoon that affect Eastern Province in the end of year and relief activities were carried out successfully to grant relief to those affected by the disaster. The disaster situation were controlled by cleaning the inactive channels and renovating the dam with the assistance of Department of Irrigation.
- xvii. It was contributed to control the price for rice, due to the purchasing of 1,295,203 mt paddy at the time of paddy purchasing.
- xviii. The Saprigama rural development programme, resettlement development programme, tourism industry development programme, Grama Shakthi programme and others were successfully completed by using the financial allocation.
- xix. It was able to contribute in the district development activities by using financial allocation in the optimum level made on the district development programme.

02. The challenges faced when carried out the Permanence

- I. The requirement with the best management was needed to enact under the disaster situation due to the over floor irrigation, while providing irrigation facilities for the cultivation purpose.
- II. COVID 19 virus was spread within the district.
- III. The situation was arisen to make administration in the difficult Divisional Secretariats under the lowest facilities and inadequate cadre.

03. Future Targets

- I. The action will be taken to increase district rice production from 23% to 25% toward self-sufficient country.
- II. The action will be taken to increase the capacity of mid-term products such as Cowfee, green gram and milk.
- III. Mitigation of Elephant-human attack by the construction of elephant fence.
- IV. The necessary action will be taken to produce women headed entrepreneurs among women headed families by transferring the source material is the end material.
- V. Increasing the district forest density by 03% through the improvement of tree plant activities.
- VI. Contribution to the electricity production through the solar power as per the dry climate of the district.
- VII. To reach first place in fresh water fishing industry by increasing the number of the individual in the industry which is going on top level in island wide at this time.
- VIII. Increasing the income of the investors who involved in tourism industries in the Ampara District by developing the beautiful places.
- IX. Creating the most beautiful and proper cities within the district by implementing the urban development programme which was designed up to now.
- X. Increasing district products by inviting the investors using value added products such as rice, corn, diary product and fishing.



D.M.L.Bandaranayake
District secretary/ Government Agent
District Secretariat
Ampara

03. Chapter 03 - Overall Financial Performance for the Year ended 31st December 2020

3.1 Statement of Financial Performance

DISTRICT SECRETARY AMPARA				ACA-F
STATEMENT OF FINANCIAL PERFORMANCE				
FOR THE PERIOD ENDED 31ST DECEMBER - 2020				
Budget 2020	Note	Actual 2020	Rs. 2019	
- Revenue Receipts				
- Income Tax	1	-	-	
- Tax on Domestic Goods & Services	2	-	-	ACA -1
- Tax on International Trade	3	-	-	
- Non Tax Revenue & Others	4	-	-	
- Total Revenue Receipts (A)		-	-	
- Non Revenue Receipts				
- Treasury Imprests		4,737,886,844	5,472,263,988	ACA - 3
- Deposits		1,281,172,265	1,010,042,555	ACA - 4
34,100,000 Advance Accounts		51,871,861	57,686,391	ACA - 5
- Other Receipt		557,983,460	387,032,340	
34,100,000 Total Non Revenue Receipts (B)		6,628,914,430	6,927,025,274	
34,100,000 Total Revenue Receipts & Non Revenue Receipts Receipts C =(A)+(B)		6,628,914,430	6,927,025,274	
Less: Expenditure				
- Recurrent Expenditure				
881,058,000 Wages,Salaries & Other Employment Benefits	5	877,647,057	765,520,841	
134,187,000 Other Goods & Services	6	111,102,181	133,177,629	
4,255,000 Subsidies,Grants and Transfers	7	4,085,699	4,037,717	ACA-2(ii)
- Interest Payments	8	-	-	
- Other Recurrent Expenditure	9	-	-	
1,019,500,000 Total Recurrent Expenditure (D)		992,834,937	902,736,187	
Capital Expenditure				
10,198,000 Rehabilitation & Improvement of Capital Assets	10	9,812,386	13,546,990	
48,436,000 Acquisition of Capital Assets	11	48,429,153	36,371,774	
- Capital Transfers	12	-	-	ACA-2(ii)
- Acquisition of Financial Assets	13	-	-	
566,000 Capacity Building	14	397,059	1,300,264	
- Other Capital Expenditure	15	-	2,675,592.08	
59,200,000 Total Capital Expenditure (E)		58,638,598	53,894,620	
Main Ledger Expenditure (F)		1,478,471,299	964,939,853	
- Deposit Payments		1,430,153,353	891,585,582	ACA - 4
60,000,000 Advance Payments		48,317,946	73,354,271	ACA - 5
Total Expenditure (G)=(D+E+F)		2,529,944,834	1,921,570,659	
- Imprest Balance as at 31st December 2020 H=(C-G)		4,098,969,596	5,005,454,615	



3.3 Statement of Financial Position

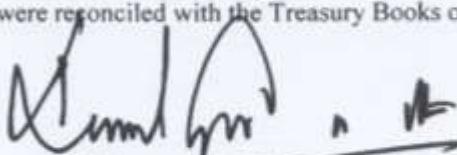
ACA-P

DISTRICT SECRETARIAT - AMPARA

STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER - 2020

	Note	2020 Rs.	2019 Rs.
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA- 6	1,427,194,087	1,377,458,356
<u>Financial Assets</u>			
Advance Accounts	ACA- 5/5a	207,910,788	211,475,953
Cash & Cash Equivalents	ACA- 3	-	-
Total Assets		1,635,104,875	1,588,934,309
<u>Net Assets / Equity</u>			
Net Worth		(1,141,665)	(150,657,709)
Property, Plant & Equipment Reserve		1,427,194,086	1,377,458,356
Rent & Work Advance Reserve	ACA- 5b		
<u>Current Liabilities</u>			
Deposits Accounts	ACA- 4	209,052,454	358,033,542
Imprest Balance	ACA- 3	-	4,100,120
Total Liabilities		1,635,104,875	1,588,934,309

Detail Accounting Statements in ACA format Nos. 1 to 6 presented in pages from 01 to 23 and Notes to accounts presented in pages from 24 to 31 form and 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.

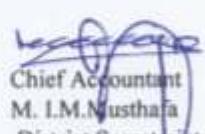


Chief Accounting Officer
General Kamal Gunaratne (Retd)
WWV RWP RSP USP ndc psc MPhil
Secretary, State Ministry of National Security,
Home Affairs and Disaster Management.
Date : 2021.02. 12

General Kamal Gunaratne (Retd)
WWV RWP RSP USP ndc psc MPhil
Secretary
State Ministry of National Security,
Home Affairs and Disaster Management



Accounting Officer
D.M.L. Bandaranayake
District Secretary
Date : 2021.02. 12
D.M.L. Bandaranayake
Government Agent
District Secretary
Ampara District



Chief Accountant
M. I.M. Musthafa
District Secretariat,
Date : 2021.02. 12

M.I.M. Musthafa
Chief Accountant
District Secretariat
Ampara



3.4 Statement of Cash Flows

		ACA-C	
DISTRICT SECRETARY AMPARA		STATEMENT OF CASH FLOWS	
		FOR THE PERIOD ENDED 31ST DECEMBER - 2020	
		Actual 2020	Rs. 2019
<u>Cash Flows from Operating Activities</u>			
Total Tax Receipts		-	-
Fees, fines, Panalties and Licenses		-	-
Profit		-	-
Non Revenue Receipts		-	-
Revenue Collected for the Other Heads		557,983,460	387,032,340
Imprest Received		4,737,886,844	5,472,263,988
Total Cash generated from Operations (a)		5,295,870,305	5,859,296,328
<u>Less: Cash disbursed for:</u>			
Personal Emoluments & Operating payments		987,997,273	897,315,780
Subsidies & Transfer payments		4,085,699	4,037,717
Expenditure On Other Heads		2,553,362,495	1,968,135,350
Imprest Settlement to Treasury		18,000,000.00	-
Total Cash disbursed for Operations (b)		3,563,445,467	2,869,488,846
NET CASH FLOWS FROM OPERATING ACTIVITIES (C) = (a)-(b)		1,732,424,838	2,989,807,482
<u>Cash Flows from Investing Activities</u>			
Interest		-	-
Dividends		-	-
Divestiture proceeds & Sale of Physical Assets		-	-
Recoveries from On Lending		-	-
Recoveries from Advance		66,243,356	73,093,054
Total Cash Generated from Investing Activities (d)		66,243,356	73,093,054
<u>Less - Cash disbursed for:</u>			
Purchase or Construction of Physical Assets & Acquisition of Other Investment		1,583,831,363	3,078,979,070
Advance Payment		65,855,743	98,220,219
Total cash disbursed for Investing Activities (e)		1,649,687,106	3,177,199,289
NET CASH FLOW FROM INVESTING ACTIVITIES (F) = (d)-(e)		(1,583,443,750)	(3,104,106,235)
NET CASH FLOW FROM OPERATING & INVESTMENT ACTIVITIES (g) = (C)+(F)		148,981,088	(114,298,753)
<u>Cash Flows from Financial Activities (h)</u>			
Local Borrowing		-	-
Foreign Borrowing		-	-
Grants Received		-	-
Deposit Received		1,281,172,265	1,010,047,714
Total Cash generated from Financial Activities (h)		1,281,172,265	1,010,047,714
<u>Less- Cash disbursed for :</u>			
Repayment of Local Borrowings		-	-
Repayment of Foreign Borrowings		-	-
Deposit payments		1,430,153,353	891,648,741
Total Cash disbursed for Financing Activities (i)		1,430,153,353	891,648,741
NET CASH FLOW FROM FINANCING ACTIVITIES (J) = (h)-(i)		(148,981,088)	118,398,973
Net Movement in Cash (k) = (g) - (j)		0	4,100,220
Opening Cash Balance as at 01st January		-	(100)
Closing Cash Balance as at 31st December		0	4,100,120



3.5 Notes to the Financial Statements

ACA - 1

Statement of Revenue for the period ended 31st December 2020

Revenue Accounting Officer : District Secretary

Expenditure Head No : 270

Rs.

Revenue Code	Revenue Title	Revenue Estimates (1)		Revenue Collection (2)			Collection of Arrears Revenue (3)	Revenue Refund (4)			Net Revenue 5=2(iii)+4(iii)
		Original Estimate 1(i)	Revised Estimate 1(ii)	Collected by Ministry/Dept. 2(i)	Collected by Other Ministry/Dept. (Table 66) 2(ii)	Total 2(iii)=2(i)+2(ii)		By Cash 4(i)	Error Corrections 4(ii)	Total 4(iii)=4(i)+ 4(ii)	
		Not Relevant			Not Relevant						
	Grand Total										


Revenue Accounting Officer
Name : D.M.L.Bandaranayake
Designation: District Secretary
Date : 2021.02.22

D.M.L. Bandaranayake
Government Agent
District Secretary
Ampara District


Chief Accountant
Name : M.I.M. Musthafa
Date : 2021.02.22

M.I.M. Musthafa
Chief Accountant
District Secretariat
Ampara

Statement of Expenditure for the period ended 31 st December 2020

Expenditure Head : 270

Name of Ministry / Department : District Secretariat, Ampara

Expenditure Code	Financial Code	Provisions				Expenditure as per the Cash Book (5)	Expenditure incurred by other Ministry /Dept. under the FR 208 (As per the Treasury Printout)	Total Expenditure 7=(5)+(6)	Net Effect		Reason
		Annual Budget Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision 4=(1)+(2)+(3)				Saving / Excess	Saving / Excess as a % of Revised Estimate	
Recurrent Expenditure Programme (1)											
NOTE 5 - OBJECT CODE WISE CLASSIFICATION OF WAGES, SALARIES & OTHER EMPLOYMENT BENEFITS											
Personnel Emoluments											
1001 Salaries & Wages	11	616,322,000	-	-	616,322,000	604,278,699	-	604,278,699	12,043,301	2	Casual Saving
1002 Overtime & Holiday Pay	11	34,626,000	-	6,500,000	41,126,000	41,090,718	-	41,090,718	35,282	0	Casual Saving
1003 Other Allowances	11	230,110,000	-	(6,500,000)	223,610,000	211,196,332	751,965	211,948,297	11,661,703	5	Allowance added to Basic Salary
Total		881,058,000	-	-	881,058,000	856,565,749	751,965	857,317,714	23,740,286		
NOTE 6 - OBJECT CODE WISE CLASSIFICATION OF OTHER GOODS & SERVICES											
Travelling Expenses											
1101 Domestic	11	20,502,000	-	-	20,502,000	20,329,343	-	20,329,343	172,657	1	Casual Saving
Total (a)		20,502,000	-	-	20,502,000	20,329,343	-	20,329,343	172,657		
Supplies											
1201 Stationery and office Requisites	11	16,724,000	-	-	16,724,000	16,566,092	-	16,566,092	157,908	1	Controlled on expenditure
1202 Fuel & Lubricants	11	14,282,000	-	(600,000)	13,682,000	13,453,367	-	13,453,367	228,633	2	Reduction of field duties due to Covid-19 virus status.
1203 Diets and Uniform	11	365,000	-	-	365,000	346,000	-	346,000	19,000	5	Less eligible candidates
Total (b)		31,371,000	-	(600,000)	30,771,000	30,365,458	-	30,365,458	405,542		
Maintenance Expenditure											
1301 Vehicles	11	16,620,000	-	-	16,620,000	16,214,614	-	16,214,614	405,386	2	Controlled on expenditure
1302 Plant Machinery & Equipment	11	4,372,000	-	-	4,372,000	4,216,253	-	4,216,253	155,747	4	Controlled on expenditure
1303 Buildings & Structures	11	12,403,000	-	-	12,403,000	12,303,269	-	12,303,269	99,731	1	Casual Saving
Total (c)		33,395,000	-	-	33,395,000	32,734,136	-	32,734,136	660,864		
Services											
1402 Postal and Telecommunication	11	6,064,000	-	600,000	6,664,000	6,622,630	-	6,622,630	41,370	1	Casual Saving
1403 Electricity & Water	11	16,326,000	-	-	16,326,000	14,898,046	-	14,898,046	1,427,954	9	Controlled on Expenditure
1404 Rents and Local Taxes	11	230,000	-	-	230,000	229,217	-	229,217	783	0	Casual Saving
1409 Other	11	26,299,000	-	-	26,299,000	26,252,694	-	26,252,694	46,306	0	Casual Saving
Total (d)		48,919,000	-	600,000	49,519,000	48,002,587	-	48,002,587	1,516,413		
Total Expenditure on other Goods & Services (a+b+c+d)											
NOTE 7 - OBJECT CODE WISE CLASSIFICATION OF TRANSFERS, GRANTS & SUBSIDIES.											
Transfers											
1506 Property Loan Interest to Pub Se	11	4,255,000	-	-	4,255,000	4,085,699	-	4,085,699	169,301	4	Did not apply to property loan
Grand Total (Note 5 to 9) Total Recurrent Expenditure		1,019,500,000	-	-	1,019,500,000	992,082,972	751,965	992,834,937	26,665,063		

Expenditure Code	Financial Code	Provisions				Expenditure			Net Effect		Reason
		Annual Budget Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision 4-(1)+(2)+3	Expenditure as per the Cash Book (5)	Expenditure incurred by other Ministry /Dept. under the FR 208 (As per the Treasury Printout) (6)	Total Expenditure 7-(5)+(6)	Saving / Excess	Saving / Excess as a % of Revised Estimate	
Capital Expenditure											
Programme (1)											
OBJECT CODE WISE											
CLASSIFICATION OF PUBLIC											
NOTE-10 Rehabilitation & Improvement of											
2001 Building and structures	11	7,378,000	-	-	7,378,000	7,374,584	-	7,374,584	3,416	0	Casual Saving
2002 Plant ,Mecinery and Equipment	11	783,000	-	-	783,000	713,423	-	713,423	69,578	9	Nessessity did not arise to make payment
2003 Vechiles	11	2,037,000	-	-	2,037,000	1,724,380	-	1,724,380	312,620	15	
Total (a)		10,198,000	-	-	10,198,000	9,812,386	-	9,812,386	385,614		
NOTE-11 Acquisition of Capital Assets											
2102 Furniture and office Equipment	11	6,586,000	-	-	6,586,000	6,582,231	-	6,582,231	3,769	0	Casual Saving
2103 Plant ,Mecinery and Equipment	11	7,670,000	-	-	7,670,000	7,667,159	-	7,667,159	2,841	0	Casual Saving
2104 Building and structures	11	34,180,000	-	-	34,180,000	34,179,763	-	34,179,763	237	0	Casual Saving
Total (b)		48,436,000	-	-	48,436,000	48,429,153	-	48,429,153	6,847		
NOTE 14 Capacity Building											
2401 Training and Capacity Building	11	566,000	-	-	566,000	397,059	-	397,059	168,941	30	Nessessity did not arise to make payment
Total (c)		566,000	-	-	566,000	397,059	-	397,059	168,941		
NOTE 15 Other Capital Expenditure											
2509 Others	11										
Total (d)											
Total Expenditure on public Investments (a+b+c)		59,200,000	-	-	59,200,000	58,638,598	-	58,638,598	561,402		
Grand Total Note 5 to 15) - Total Expenditur		1,078,700,000	-	-	1,078,700,000	1,050,721,569	751,965	1,051,473,534	27,226,466		

Chief Accountant
Name : M.I.M.Musthafa
Date : 2021.02.12

M.I.M. Musthafa
Chief Accountant
District Secretariat
Ampara

Summary Report on Imprest Account -2020

Expenditure Head : 270

Name of Ministry / Department: District Secretariat Ampara

Imprest Account No	Imprest Balance as at 1st January 2020 (1)			Imprest Received (2)			Imprest Settlement (3)			Imprest Balance as at 31st December 2020 (4)			Imprest Balance as at 31st December as per treasury Books
	Unsettled Sub Imprests 1(i)	Unsettled Imprests (Excluding Unsettled Sub Imprests) 1(ii)	Total 1(iii)	Treasury 2(i)	Other Sources 2(ii)	Total 2(iii)	Expenditure 3(i)	Cash 3(ii)	Total 3(iii)	Unsettled Sub Imprest Balance 4(i)	Unsettled Imprests 4(ii)	Total 4(iii)	
7002/0/0288/0020	-	-	-	4,737,886,844	1,552,437,559	6,290,324,403	6,290,324,403	-	6,290,324,403	-	-	-	-

1. Please show reason for difference between 4 and 5 above.

(1) Remitted to the Treasury but not updated cash book balance as at 31/12/2020

(2) Other reasons

-
-
-
-
-
-

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

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



Chief Accountant
Name : M.I.M. Musthafa
Date : 2021.01.32

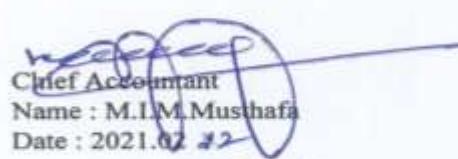
M.I.M. Musthafa
Chief Accountant
District Secretariat
Ampara

Statement of Deposit Accounts as at 31st December - 2020

Expenditure Head : 270

Name of Ministry / Department: District Secretariat Ampara

Name of Advance / Deposit Account	Account No	As Per Department Books				Balance as per Treasury Books as at 31/12/2020
		Opening Balance as at 01/01/2020	Credits during the year	Debits during the year	Balance as at 2020.12.31	
Deposit Accounts		Rs.	Rs.	Rs.	Rs.	Rs.
(i) Security Deposits	6000/0/0/0001/0089	3,490,667	6,971,625	8,494,835	1,967,457	1,967,457
(ii) Tender Deposits	6000/0/0/0002/0119	2,226,178	2,688,500	2,257,334	2,657,344	2,657,344
(iii) Provincial Deposits	6000/0/0/0014/0013	26,748,956	283,504,455	301,232,550	9,020,861	9,020,861
(iv) Retension Deposits	6000/0/0/0016/0067	256,256,194	143,083,280	264,743,486	134,595,988	134,595,988
(v) Compensation Deposits	6000/0/0/0017/0020	808	825	1,633	0	0
(vi) Reimbursedment Deposits	6000/0/0/0020/0011	69,310,739	844,923,580	853,423,516	60,810,804	60,810,804
Grand Total		358,033,542	1,281,172,265	1,430,153,353	209,052,454	209,052,454


 Chief Accountant
 Name : M.I.M. Musthafa
 Date : 2021.01.12

M.I.M. Musthafa
 Chief Accountant
 District Secretariat
 Ampara

Advance Accounts as at 31st December 2020

Expenditure Head No : 270

Name of Ministry / Department: District Secretariat Ampara

Name of Advance Account	Account No	No of Advance Account s	Balance as at 1st of January 2020 (1)	Maximum limits of Expenditure (Rs)		Minimum limits of Receipts (Rs)		Maximum limits of Debit Balance (Rs)	Maximum limits of Liabilitie s (Rs)	Balance as per Treasury Books as at 31 st December 2020			
				Debits during the year		Credits during the year							
				2		3							
				In Cash	Through Cross Entries	In Cash	Through Cross Entries						
(1) Advance to Public Officers	8493/0/0/270/27001	20	211,464,703	44,775,019	3,542,927	43,711,615	8,160,246	207,910,788	-	207,910,788			
			211,464,703	44,775,019	3,542,927	43,711,615	8,160,246	207,910,788	-	207,910,788			


 Chief Accountant
 Name : M.I.M.Musthafa
 Date : 2021.02.12

M.I.M. Musthafa
 Chief Accountant
 District Secretariat
 Ampara

Expenditure Head No : 270

Ministry / Department / District Secretariat : Ampara

Statement of Non Financial Assets - 2020

Non Current Asset				(1) Balance as at 01.01.2020	(1) Revised Balance as at 01.01.2020	(2) Transactions						(3) Changes			Rs. Balance as at 31.12.2020	
						2(1) Acquisition			2(2) Disposal			2(3) Net Transactions 2(2)	Holding Gain / Loss	Changes in Volume +(−)	Balance	
						Purchases	Transferred		Sale	Transfers	Total Disposal 2(2)					
1	611			1,377,458,356	1,413,407,654	14,249,390	34,490,679	48,740,069	(28,032,135)	(596,500)	(28,628,635)	20,111,434	-	(6,325,000)	(6,325,000)	1,427,194,087
Building and Structures			6111	581,014,231	581,374,231	-	-	-	-	-	-	-	-	-	-	581,374,231
Dwellings			61111	69,914,383	69,914,383	-	-	-	-	-	-	-	-	-	-	69,914,383
Garages			6111102	3,577,594	3,577,594	-	-	-	-	-	-	-	-	-	-	3,577,594
Hotels and Restaurants			6111106	2,581,118	2,581,118	-	-	-	-	-	-	-	-	-	-	2,581,118
Quarters			6111107	44,685,671	44,685,671	-	-	-	-	-	-	-	-	-	-	44,685,671
Circuits Bungalows			6111108	19,070,000	19,070,000	-	-	-	-	-	-	-	-	-	-	19,070,000
				69,914,383	69,914,383	-	-	-	-	-	-	-	-	-	-	69,914,383
Non Residential Building			61112	511,099,849	511,459,849	-	310,916	310,916	-	-	-	310,916	-	-	-	511,770,765
Office Building			6111201	508,113,146	508,473,146	-	310,916	310,916	-	-	-	310,916	-	-	-	508,784,062
Building for Public Entertainment			6111204	2,986,703	2,986,703	-	-	-	-	-	-	-	-	-	-	2,986,703
				511,099,849	511,459,849	-	310,916	310,916	-	-	-	310,916	-	-	-	511,770,765
Other Non Financial Assets			6113	-	-	-	-	-	-	-	-	-	-	-	-	-
Work in Progress			61131	3,163,770	3,163,770	-	34,179,763	34,179,763	-	-	-	34,179,763	-	-	-	37,343,533
WIP Building &Structure			611140	3,163,770	3,163,770	-	33,622,915	33,622,915	-	-	-	33,622,915	-	-	-	36,786,685
Office Building			611148	-	-	-	556,848	556,848	-	-	-	556,848	-	-	-	556,848
				3,163,770	3,163,770	-	34,179,763	34,179,763	-	-	-	34,179,763	-	-	-	37,343,533
Machinery and Equipment			6112	618,351,355	653,940,653	14,249,390	-	14,249,390	-	(596,500)	(596,500)	14,845,890	-	(6,325,000)	-	683,035,932
Transport Equipment			61121	289,019,100	295,994,100	18,500	-	18,500	-	(596,500)	(596,500)	615,000	-	(6,325,000)	(6,325,000)	290,302,600
Passenger Vehicles			6112101	276,504,600	282,504,600	18,500	-	18,500	-	-	-	18,500	-	(3,002,000)	(3,002,000)	279,539,600
Agricultural Vehicles			6112103	11,518,000	12,468,000	-	-	-	-	-	-	-	-	(3,323,000)	(3,323,000)	9,145,000
Motor Cycles			6112109	996,500	1,021,500	-	-	-	-	(596,500)	(596,500)	596,500	-	-	-	1,618,000
				289,019,100	295,994,100	18,500	-	18,500	-	-	-	18,500	-	(6,325,000)	(6,325,000)	289,706,100

Statement of Non Financial Assets - 2020

Expenditure Head No : 270			Ministry / Department / District Secretariat : Ampara			(2) Transactions						(3) Changes			Rs.	
Non Current Assets			(1) Balance as at 01.01.2020	(1) Revised Balance as at 01.01.2020	2(1) Acquisition			2(2) Disposal			2(3) Net Transactions 2(3)=2(1)-2(2)	3(1)	(-) /+ 3(2)	3(3)=3(1)+/- 3(2)	Balance as at 31.12.2020 4=1+2(3)+3(3)	
					Purchases	Transferred		Work in Progress	Total Transfer 2(1)	Sale	Transfers	Total Disposal 2(2)				
Other Machinery and Equipment	61122		329,332,255	357,946,553	14,230,890	-	14,230,890	(28,032,135)		(28,032,135)		42,263,025	-	-	-	414,440,467
Office Equipment		6112201	36,330,992	41,279,872	1,354,358	-	1,354,358	(2,824,365)		(2,824,365)		4,178,723				46,812,952
Computer Equipment		6112202	101,292,488	107,805,042	3,099,149		3,099,149	(10,803,602)		(10,803,602)		13,902,751				124,806,942
Electrical Equipment		6112203	48,686,209	53,579,222	2,256,753		2,256,753	(5,120,813)		(5,120,813)		7,377,566				63,213,540
Communication Equipment		6112204	9,720,652	11,669,993	2,355,179		2,355,179	(1,021,300)		(1,021,300)		3,376,479				17,401,650
Furniture		6112205	131,908,257	142,163,767	5,158,252		5,158,252	(7,959,305)		(7,959,305)		13,117,557				160,439,576
Sports Equipment		6112208	76,200	76,200			-	(64,000)		(64,000)		64,000				140,200
Paintings, Sculptures and other antiqu		6112209	6,400	6,400			-	-		-		-				6,400
Books, Periodicals and Journa		6112210	9,450	9,450			-	(450)		(450)		450				9,900
Laboratory Instruments		6112211	69,200	69,200			-	(10,000)		(10,000)		10,000				79,200
Industrial and manufacturing Equipm		6112212	36,000	36,000			-	(10,000)		(10,000)		10,000				46,000
Construction Equipment		6112213	70,250	70,250	7,200		7,200	(47,300)		(47,300)		54,500				131,950
Broadcasting Equipment		6112214	888,245	943,245			-	(160,000)		(160,000)		160,000				1,103,245
Defence Equipment		6112215	4,000	4,000			-			-		-				4,000
Agricultural and Dairy Farm Equipm		6112216	223,912	223,912			-	(1,000)		(1,000)		1,000				224,912
Fire protection Equipment		6112217	10,000	10,000			-	(10,000)		(10,000)		10,000				20,000
			329,332,255	357,946,553	14,230,890	-	14,230,890	(28,032,135)		(28,032,135)		42,263,025	-	-	-	414,440,467
4	614		174,929,000	174,929,000	-	-	-			-		-				174,929,000
	6141		174,929,000	174,929,000			-			-		-				174,929,000
			174,929,000	174,929,000			-			-		-				174,929,000

Chief Accountant
Name : M.I.M. Musthafa
Date : 2021.02.11

M.I.M. Musthafa
Chief Accountant
District Secretariat
Ampara

3.6 Performance of the Revenue Collection

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amount (Rs.)	as a % of Final Revenue Estimate
10.03.07.02	Registration Fees relevant to the Department of Registrar General	21,250,000.00	21,250,000.00	18,104,174.03	85.19%
10.03.07.03	Private Timber Transport	2,000,000.00	2,000,000.00	1,679,080.12	83.95%
10.03.07.05	Licence fees relevant to the Ministry of Defence	220,000.00	220,000.00	297,345.00	135.15%
10.03.07.09	Vehicle Emission Levy	-	-	100.00	
10.03.07.99	Other	7,000,000.00	8,100,000.00	4,720,345.82	58.27%
20.02.01.01	Rent on Government Building & Housing	3,300,000.00	3,300,000.00	2,479,140.09	75.12%
20.02.01.03	Rent from Land & Other	35,000,000.00	35,000,000.00	37,769,349.48	107.91%
20.02.02.99	Interest & Other	10,400,000.00	9,800,000.00	8,909,141.98	90.90%
20.03.02.13	Examination & Other Fees	200,000.00	200,000.00	194,700.00	97.35%
20.03.02.14	Fees under the Motor Traffic Act & Other receipts	85,000,000.00	85,000,000.00	83,175,591.19	97.85%
20.03.02.03	Fees under Registration of Persons	5,600,000.00	5,600,000.00	5,648,950.00	100.87%
20.03.02.99	Sundries	3,000,000.00	3,000,000.00	1,743,142.00	58.10%
20.03.04.00	Public Officer's Motor Cycle Premium	-	-	(45,000.00)	
20.03.07.00	Paddy Sales			313,536,663.47	
20.03.99.00	Other Receipts	17,000,000.00	17,000,000.00	17,598,796.25	103.52%
20.04.01.00	Central Government	62,000,000.00	62,000,000.00	61,953,111.00	99.92%
20.06.02.02	Sales of Capital asset – Other	175,000.00	175,000.00	218,830.00	125.04%

3.7 Performance of the Utilization of Allocation

ACA - 2

Summary of Expenditure by Programme for the period ended 31 st December 2020

Expenditure Head :270		Name of Ministry / Department : District Secretariat, Ampara					
programme Number given in the Annual Estimates	Title of the Expenditure	Annual Budget Provision (1)	Supplimentary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision 4=(1)+(2)+3	Total Expenditure (5)	Net Effect Saving /(Excesses) 6= (4)-(5)
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Programme (1)							
(a) Recurrent (DGSA 3)	(1) Recurrent	1,019,500,000	-	7,100,000	1,019,500,000	992,834,937	26,665,063
				(7,100,000)			
(b) Capital (DGSA 4)	(2) Capital	59,200,000	-	-	59,200,000	58,638,598	561,402
Grand Total		1,078,700,000	-	-	1,078,700,000	1,051,473,534	27,226,466

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

Serial No.	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
1	Ministry of Buddhasasana, Religious and Cultural Affairs	Cultural Center Repair (101-2-5-0-2001)	500,000.00	500,000.00	499,973.58	99.99%
2		Development of Religious Places - 2020 (101-2-6-7-2205)	4,553,943.92	4,553,943.92	3,138,897.49	68.92%
3		Development of Religious Places - 2019 (101-2-6-8-2205)	1,655,956.10	1,655,956.10	1,149,956.10	69.44%
4		Sustainable Religious Development Programme (101-2-6-9-2205)	1,195,000.00	1,195,000.00	1,194,358.80	99.94%
5	Ministry of Fisheries & Aquatic Resources	118-2-14-59-2506	140,000.00	140,000.00	140,000.00	100.00%
6	Ministry of Buddhasasana, Cultural and Religious Affairs (Cultural Division)	Renovation of Cultural Centre (123-2-5-0-2001)	475,000.00	475,000.00	200,000.00	42.11%
7		Construction of Cultural centre (123-02-05-23-2104)	4,026,559.00	4,026,559.00	-	0.00%
8	Department of Wildlife Conservation	284-01-01-08-2105	5,488,084.04	5,488,084.04	4,534,916.59	82.63%
9	Department of Fisheries & Aquatic Resources	Reconstruction of Research Office (290-01-01-0-2001)	201,980.33	201,980.33	198,000.00	98.03%
10	Ministry of Defence (National Disaster Relief Services Centre)	Upgrade the Safety Center (130-02-08-13-2202)	1,000,000.00	1,000,000.00	969,140.00	96.91%

11	Ministry of Finance (State Minister of Samurdhi, Household Economy, Micro Finance, Self-Employment, Business Development and Underutilized State Resources Development)	Construction of Counseling Rooms (414-02-07-08-2509)	300,000.00	300,000.00	248,499.00	82.83%
12	State Ministry of Indigenous Medicine Promotion, Rural and Ayurveda Hospitals Development & Community Health	416-01-02-5-2202 (11)	500,000.00	500,000.00	500,000.00	100.00%
13	State Ministry of Paddy and Grains, Organic Food, Vegetables, Fruits, Chilies, Onion and Potato Cultivation Promotion, Seed Production and Advanced Technology Agriculture	425-02-03-008-2506	470,000.00	470,000.00	469,532.50	99.90%

3.8 Performance of the Reporting of Non-Financial Assets

					Rs. ,000
Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2020	Balance as per financial Position Report as at 31.12.2020	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	581,685,147.19	581,685,147.19		100%
9152	Machinery and Equipment	632,865,521.72	632,865,521.72		100%
9153	Land	174,929,000.00	174,929,000.00		100%
9154	Intangible Assets	-	-		
9155	Biological Assets	-	-		
9160	Work in Progress	37,343,532.52	37,343,532.52		100%
9180	Lease Assets	-	-		

3.9 Auditor General's Report**



ජාතික විගණන කාර්යාලය තොසිය කණකකාය්ච අලුවලකම NATIONAL AUDIT OFFICE



අභ්‍ය අභ්‍ය
භාග්‍ය ත්‍රි. My No.

අභ්‍ය අභ්‍ය
භාග්‍ය ත්‍රි. Your No.

දිනය
දිනය
Date 22 June 2021

District Secretary,
District Secretariat,
Ampara.

Summary Report of the Auditor General on the Financial Statements of the District Secretariat, Ampara for the year ended 31 December 2020 in terms of Section 11 (1) of the National Audit Act, No. 19 of 2018.

1. Financial Statements

1.1 Qualified Opinion

The audit of the financial statements of the District Secretariat, Ampara for the year ended 31 December 2020 comprising the statement of financial position as at 31 December 2020 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 these financial statements submitted to the District Secretariat, Ampara in terms of Section 11 (1) of the National Audit Act No. 19 of 2018. The detailed management report in terms of Section 11(2) of the National Audit Act No. 19 of 2018 will be issued to the accounting officer in due course. The report of the Auditor General in pursuance of provisions in 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 will be tabled in Parliament in due course.

In my opinion, except for the effects of the matters described in Paragraph 1.6 of this report, the financial statements give a true and fair view of the financial position of the District Secretariat, Ampara as at 31 December 2020 and its financial performance and cash flow for the year then ended, in accordance with Generally Accepted Accounting Principles.

1

නො. 306/72, පොලුවා මධ්‍ය, විද්‍යාලය, ඩොම්ස් මු. 306/72, ග්‍රෑනැග්‍රෑ නිව්, පොලුවා මධ්‍ය, විද්‍යාලය, No. 306/72, Polduvwa Road, Battaramulla, Sri Lanka.



+94 11 2 88 70 28 - 34



+94 11 2 88 72 23



ng@auditgeneral.gov.lk



www.audit.gov.lk

1.2 Basis for Qualified Opinion

Except for the effects of the matters described in Paragraph 1.6 of this report, I conducted my audit in accordance with Sri Lanka Auditing Standards (SLAuSs). 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 opinion.

1.3 Responsibilities of Chief Accounting Officer and Accounting Officer on Financial Statements

Preparation of financial statements in a manner that reflects a true and fair position and determines the internal control required to enable financial statements to be prepared without inadequate false statements that may result from fraud and error in accordance with Generally Accepted Accounting Principles and the provisions of Section 38 of the National Audit Act, No. 19 of 2018 is the responsibility of the Accounting Officer.

As per Section 16 (1) of the National Audit Act No. 19 of 2018, the District Secretariat 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 by the District Secretariat, Ampara.

The Accounting Officer shall ensure that an effective internal control system is maintained for the financial control of the District Secretariat in terms of Sub-section 38 (1) (c) of the National Audit Act and it should be periodically reviewed the effectiveness of the system and make any necessary changes to keep the system running efficiently.

1.4 Auditor's Responsibility on Audit of 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 skepticism 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 District Secretariat'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.

The Accounting Officer was made aware of important audit findings, key internal control deficiencies and other matters identified in my audit.



1.5 Report on Other Legal Requirements

I express the following matters in terms of Section 6(d) of the National Audit Act No. 19 of 2018.

- (a) The financial statements are consistent with the preceding year.
- (b) The following recommendation made by me relating to financial statements of the preceding year had not been implemented.

Reference to the Paragraph	Audit Observation	Recommendation
1.2.1(b)(i)	A register on liabilities had not been maintained in the year under review as per Financial Regulation 214.	A register on liabilities should be maintained.

1.6 Comments on Financial Statements

1.6.1 Statement of the Financial Performance

A sum of Rs. 522,734 received from the sale of fixed assets in the year under review had been accounted as Rs. 218,830 under other revenue head (2006-0-2-0-20).

1.6.2 Statement of the Financial Position

1.6.2.1 Non Financial Assets

Amended opening and closing balances of non financial assets shown in the financial statement (ACA – 6) had not been reconciled with the Treasury printout.

1.6.2.2 Financial Assets

The following observations are made.

- (a) The values of thirty two office buildings being used by 08 Divisional Secretariats during the year under review had not been assessed and brought to accounts.



(b) A sum of Rs. 707,072 spent for a vehicle belonging to the District Secretariat which had met an accident in the years 2019 and 2020 and a sum of Rs.372,026 received from the Insurance Company against the loss had not been shown under statement of losses and waivers in the Note (i) of the financial statement.

(c) Rates and taxes of Rs. 245,914 to be paid to the Urban Council, Ampara had not been shown under statement of liabilities in the Note (iii) of the financial statement.

1.6.3 Lack of Evidence for Audit

Reconciliation statements for amended opening balance of Rs. 1,413,407,654 shown in ACA-6 of statement of non-current assets had not been submitted for audit.

1.6.4 Failure to Maintain Registers and Books

It was observed in audit test checks that the District Secretariat, Ampara had not maintained some of the registers mentioned below.

Type of Registers	Financial Regulation	Observation
Register on Electricity Equipment	454 (2)	Not maintained
Security Register	891(1)	Not maintained

2. Financial Review

2.1 Imprest Management

Imprest of Rs. 5,804,101,000 had been requested for the payment of bills in hand up to 31 December of the year under review. However, imprest of Rs. 4,737,886,844 had only been received. Accordingly, the difference between the requested imprest and actual imprest was Rs. 1,066,214,156.



2.2 Revenue Management

Even though a revenue estimate of Rs. 427,470,000 had been made for other receipts during the year under review, collected actual revenue was Rs. 557,983,460.

2.3 Expenditure Management

It was directed to draw attention to save 5 per cent of electricity bill in terms of Section 02(II) of Budget Circular No. 04/2019 of 17 June 2019 of Ministry of Finance. However, contrary to that, 2 per cent out of provision provided had only been saved by the District Secretariat.

2.4 Non-compliance with Laws, Rules and Regulations

Instances of non-compliance with Laws, Rules and Regulations observed in the audit test check are analyzed and given below.

Reference to Laws, Rules and Regulations	Non-compliance
(a) Section 23:18 of Chapter XII Establishment Code of the Democratic Socialist Republic of Sri Lanka	Action had not been taken by the head of the department to prepare a report in respect of foreign leave of officers and submit to Auditor General in a monthly basis.
(b) Public Administration Circular No. 30/2016 of 29 December 2016	Fuel consumption had not been tested for 24 vehicles being used by the District Secretariat.
(c) Public Finance Circular (i) Section 13.2 of Part - 1 of 01/2020	Any action had not been taken in respect of 29 disposable and unusable vehicles belonging to the District Secretariat.



(ii) Section 3.5 of Para No. 10.1 of 02/2020 A report had not been submitted by stating appropriate reasons relating to saving of three capital expenditure exceeding 5 per cent during the year under review.

2.5 Failure to recover Outstanding Loan Balances

As per reconciliation statement submitted for audit, the balances that remained outstanding as at that date totalled Rs. 2,616,650 and followup actions on recovery of such balances had been at a weak level. Further, the District Secretariat had failed to recover them.

2.6 Deposits

The following observations are made.

- (a) Court fines and stamp fees collected by the District Secretariat totalling Rs.9,401,882 had been shown in the deposit account without being taken action to remit to relevant Ministries and Departments.
- (b) Liquor licence fees amounting to Rs. 2,455,800 to be paid in the year under review and the preceding year by the Divisional Secretariat, Alayadivembu had been kept in the deposit account without being taken action to remit to relevant Department.
- (c) A sum of Rs. 650,000 received from the Ministry of Buddhasasana, Religious and Cultural Affairs for reconstruction of Hindu Temples by the abovementioned Divisional Secretariat had been kept in the deposit account without being taken action to utilize such money in due period.



3. Operational Review

3.1 Performance

3.1.1 Projects Abandoned without Completing

The following observations are made.

- (a) A provision of Rs. 4,026,559 had been provided for constructing a cultural centre at Uhana area by the Ministry of Buddhasasana, Religious and Cultural Affairs on 02 February 2020. However, procurement activities in respect of these construction works had not been carried out, thus this provision had been returned and the project had been abandoned.
- (b) A provision of Rs. 2,500,000 had been provided for road renovation and electricity connection by the State Ministry of Rural Housing and Construction to the Divisional Secretariats, Sammanthurai and Navithanveli. However, these projects had been abandoned due to non submission of feasibility reports and estimate reports.
- (c) A provision of Rs. 1,000,000 had been provided for constructing an indoor stadium at Carmel Fatima National School in the division of Divisional Secretariat, Kalmunai by the Ministry of National Intergration for Economic Empowerment and Social Infrastructure Development Project in the year 2019. However, this project had been abandoned without being commenced in due period.

3.1.2 Delays in the Execution of Projects

The following observations are made.

- (a) As per agreement of elders care centre construction project at Mahaoya area by the Ministry of Primary Industries and Social Empowerment, it should have been commenced on 20 August 2020 and completed on 13 October 2020. This contract had been awarded to a private institution for Rs. 2,488,475. However, work valued at Rs. 1,082,799 which was 43 per cent of estimated value had only been completed when a physical examination was carried out on 21 April 2021.



- (b) As per agreement of milk value addition centre and sales centre construction project of Kaanchirankuda training centre under provincial specified development grant programme, construction works should have been commenced on 20 September 2018 and completed on 10 December 2018. This contract had been awarded to a women development society as two stages for Rs. 4,000,000. However, said works had not been completed and handed over to the Department of Animal Production and Health when a physical examination was carried out on 15 April 2021.
- (c) As per agreement of concrete laying project to 4 and 5 cross streets, Pavankerny North, Addalaichenai under resettlement rural development programme, it should have been completed on 31 December 2020. a final bill had been prepared that the concrete laying works had been completed and a sum of Rs. 1,388,532 had been stopped as a cheque in hand. However, such works had not been completed even as at the date of audit on 10 May 2021.

3.2 Management Weaknesses

The following observations are made.

- (a) According to Divineguma Circular No. 08/2017 of 29 March 2017 of Department of Samurdhi Development and amended Circular No. DSD/HO/SW/14/16 of 10 September 2019, it was stated that samurdhi subsidy stamp payments should be made based on family members. However, contrary to that, action had not been taken to recover a sum of Rs. 2,993,215 from the overpayments made by 10 Samurdhi Banks.
- (b) Action had not been taken to recover arrears of lease amounting to Rs.5,271,471 receivable by 4 Divisional Secretariats in respect of lands which were leased out on a long term basis
- (c) Action had not been taken to recover rent of Rs. 338,531 receivable from 6 government quarters belonging to the District Secretariat since the year 2002.
- (d) Even though a vehicle bearing No. 42-8880 belonging to the District Secretariat had been handed over for repair at a garage for over 20 years, action had not been taken to return the vehicle up to the date of audit.



4. Human Resource Management

The following observations are made.

- (a) Permanenet officers had not been recruited for 76 vacant posts of Grama Niladhari. As a result, administration activities in the Grama Niladhari Divisions had been at a weak level.
- (b) Even though approved cadre for the year under review was 2364, actual cadre was 2164. However, action had not been taken to fill 200 vacancies appropriately.

M.N. Abeysiri
M.N. Abeysiri
Assistant Auditor General
For Auditor General.

04. Chapter 04 – Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

Specified Indicator	Actual Output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Rural Water Supply Connected	-	-	35.94%
Rural Access formed	-	-	47.67%
Economic Infrastructure provided	-	-	50.09%
Rural Economic activities Implemented	-	-	63.66%
Social Welfare activities Implemented	-	-	57.34%
Rural Electricity connections given	-	-	40.60%
Livelihood Development provided	-	-	37.94%
Community Development activities Implemented	-	-	67.29%
Supply Facilities & Equipment provided	-	-	60.01%
Sanitary Facilities doves	-	-	53.63%
Religious Center rehabilitated	-	-	48.94%
Other Infrastructure	-	-	56.21%

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

5.1 Indicate the Identified Respective Sustainable Developments Goals

Performance of the Achieving Sustainable Development Goals (SDG)						
Goal No	Goals / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50%-74%	75% - 100%
1	End Poverty in all its forms everywhere	02) Ensure significant mobilization of resources from varieties of sources	1.) There are 58 Economic Development Projects done for enhancing rural production in the district. (RIDP)	48.00%		
			2.) 37 Water supply extension line has been given in the District.			
2	End Hunger, achieve food security and improved nutrition and promote sustainable agriculture	1.) By 2030, double the agriculture productivity and incomes of Farmers, Fishermen's and small scale food producers	1.) Turmeric plantation project has been started in Uhana DS Division		51.00%	
			2.) 818 Development projects include Village Roads, Culverts, Bridges, Side Drainage etc for developing the agriculture			
3	Ensure healthy lives and promote well-being for all at all ages	1.) By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment and promote mental health and well-being	1.) 67 Nos of big and small rural playground were renovated and developed for making free diseases life with strong healthy condition		55.00%	
			2.) 35 Nos of toilets were constructed and renovated for hygiene			
		2.) By 2030, achieve equitable sanitation and hygiene for all	1.) 35 toilets were constructed and renovated for hygiene			

4	Ensure access to affordable , reliable, sustainable and modern energy for all	1.) By 2030, ensure local access to affordable, reliable and modern energy services	1.)16 electricity facilities were provided to schools	49.00%		
5	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	1)Develop quality , reliable , sustainable and resilient infrastructure including regional and transcoder infrastructure to support economic development	1.) Concrete roads, gravel, bridges, culverts and needed side drainages with rural accesses were developed to sustainable industrialization and foster innovation.		57.00%	
		2) Increase the access of small-scalp industrial and other enterprises	2.) supporting infrastructure like weekly markets were developed to promote inclusive industrialization			

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

- Normally, we are preparing the Action Plan annually by forecasting the allocation but these allocations are not received based on the Action Plan
- Some allocations are received directly from the ministry which are not in line with our Action Plan
- Based on the allocation, we are unable to complete the task in stipulated time
- Some DS divisions in Ampara District still not filled the carder vacancies. Specially Dehiyathakandiya, Padiyathalawa Divisional Secretariats have many vacancies for Development Officers and Technical Officers.
- The village level field officers (SO, GN & EDO) have no enough technical knowledge in inspect the development work being implemented in their responsible villages.
- Allocation should be distributed purposely proportionately based on the SDG Goals in order to cover all sectors and the needs of district.

06. Chapter 06 - Human Resource Profile

06.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
Senior	13	11	2
Territory	4	3	1
Secondary	80	72	8
Primary	40	36	4
Total	137	122	15

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

As at 31.12.2020, the total number of approved cadres is 137 and the total number of employees is 122. Accordingly, the number of employees in Vacancies is 15. There is no shortage of other employees, but two additional District Secretaries are employed. Who are receiving practical training as they employ the services of Skills Development Officers for the shortage of officers. The co-ops can be maintained at optimal levels without compromising the company's performance.

06.3 Human Resource Development

Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
			Local	Foreign		
Engineer Method	36	1 Day	28,095.00	-	Local	Minimizing the Mistakes TO and TA
-	-	-	-	-	-	-

07. 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)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
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 has 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		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Complied		
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 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	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		

4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports has 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		
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	75%	25% Covid -19	Alternative methods will be handled (via social media)
8	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in	Complied		

	terms of Paragraph 07 of the Asset Management Circular No. 01/2017			
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016	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		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	50%	50%	Action is being taken by various ministries and departments in line with the removal work
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and	Complied		

	110 with regard to every vehicle accident			
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	Complied		
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the 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		
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 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	50%	50%	Actions are being taken in accordance with the circular
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	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

END