Annual Performance Report - 2021

Department of National Museums

Expenditure Head - 208

Department of National Museums

Colombo 07

(01). Corporate Profile / Summary of Implementation

The main intension of the Department of National Museums is to provide a perfect service to the nation. In this connection, the department has to go for various types of process and to select the most suitable method. The policy planning which is related to this selection requires various resources that are useful for the department and also considered the country's need.

These policies are implemented by the Department of National Museums mainly through its Colombo National Museum which has possessed a wide range of collection that represent the whole Country. In addition, other regional museums such as Colombo Natural History Museum, Kandy National Museum, Ratnapura National Museum, Galle National Museum, Galle Maritime Museum, Dutch Museum at Fort, Anuradhapura Folk Museum, Independence Memorial Museum , Ruhunu Heritage Museum at Magampura and Ancient Technology Museum are administered by the Department of National Museums. The duty of those Museums is to show the cultural and natural history heritage features which are specific to those areas. Further the scope of the Service of this department becomes broader with the mobile museum service.

1.2. The Vision, Mission .

(a) Vision of the Department

Providing a meaningful museum service to the public with knowledge and inspiration.

(b) Mission of the Department

Protect the culture and natural heritage resources scientifically and systematically and their presentation for the evaluation, education and entertainment of the public.

1.3. Performance of the department.

The performance of the Department of National Museums could be analysed as follows.

- Collection, Registration, Conservation and Preservation of museum objects and specimens relevant to the subject areas such as Archaeology, Ethnology, Anthropology, Botany, Zoology, Entomology and Geology, .
- Update and maintain the permanent exhibitions , assure the security, daily maintenance and handle the administration matters.
- Provide an effective research service through the collection of ola leaf manuscripts and the conserved very old books in the library to the researchers
- Conduct researches regarding with the above mention subject areas and launch publications.
- Reprint the research publication of Spolia Zeylanica, research papers relevant to museum collection and catalogues and the rare books published as department publications etc.
- Implement the educational programmes such as lectures, workshops, seminars and exhibitions to provide a knowledge with regarding the above mention subjects.
- Functioning as a resource hub to provide knowledge about museology to the scholars in universities and other higher education institutions.
- Provide reports to identify the animal specimens in legal matters.
- Provide consultation service to external organizations when establish their own museums.
- Provide a perfect museum service to the nation through that attract both local and foreign visitors and contributes for the monitory support to the national income.

1.4 Organization chart : (please refer the annexure 01)

1.5 Main sections and regional museums of the department:

The main sections and regional museums of the Department could be mention as follows.

(a). Sections of the department.

- Ethnology Section
- Anthropology Section
- Zoology Section
- Entomology Section
- Geology Section
- Botanical Section
- Library of the National Museum
- Education and Publication Section
- Conservation Section
- Administration Section
- Accounts Section
- Internal Audit Section
- Photography Section
- Exhibition & planning Section
- Information technology Section

Regional Museums maintain under the purview of the department

- Colombo National Museum
- National Natural History Museum - Colombo
- National Museum - Kandy
- National Museum - Ratnapura
- National Museum - Galle
- Dutch Museum - Pettah
- Folk Museum -Anuradhapura
- Maritime Museum- Galle
- Independence Memorial Museum – Colombo
- Magampura Ruhunu Heritage Museum – Hambantota
- Ancient Technology Museum – Polonnaruwa.

(02). Progress and future perspective:

Achievements, Challenges and Future goals;

a). **Achievements**

- Renovation of exhibition galleris 6 and 7 of the Ratnapura National Museum
- Accomplish the 1st phase of fire protection system in National Museum Library
- Established the organic recyclying unit in the premises of National Museum
- Accomplish the 1st phase of garden renovation in the Department of National Museum premises Colombo.
    - Under the project of reprint the rare publications the below mention books to reprint

      01. Medival Sinhala Arts (මධ්‍ය කාලීන සිංහල කලා) - Ananda Koomaraswami

      02. Currancies of Sri Lanka (ශ්‍රී ලංකාවේ මිල මුදල්) - Leelananda Kaldera.

      03. Heritage of bronze statues in Sri Lanka- (ශ්රී ලංකාවේ ලෝකඩ මූර්ති කලා උරුමය)

      04. The Heritage of Sri Lankan bronze Culture

- Further development of infrastructure facilities in Ratnapura National Museum.
- Further development of infrastructure facilities in Kandy National Museum.
- Accomplished the 1st phase of renovation of exhibition galleries in Galle National Museum.

b). Challenges and future goals;

- Reprinting of the following four rare museum publications in collaboration with the National UNESCO Commission of Sri Lanka

    1) Sigiri Graffiti (Vol - II)
    2) Gazetteer of the Central Province of Ceylon (Vol - I)
    3) Gazetteer of the Central Province of Ceylon (Vol - II)
    4) Geology of Ceylon

- . Under the project of reprint the rare publications the below mention books to reprint

    1) Arts and Crafts of India and Sri Lanka - Ananda Koomaraswami

    2). Principles of Antiquities Preservation- Sirinimal Lakdusinghe

- Publish the magazine of Spolia Zeylanica(Vol-51)
- Publish 20th volume of Museum.
- Publish "A Guide to National Museum Colombo" book.
- Refurbishment of Dutch Museum galleries.
- Refurbishment of the roof at the head office in the Department of National Museums.
- Implement the 2nd phase of the fire protection system in libraray National museum.
- Prepare the herbarium in the botanical section.
- Development of the web site of the Department of National Museum
- Conservation refurbishment of Anuradhapura Folk Museum.
- Rennovation of the roof of painting gallery in Colombo National Museum.
- Further development of infrastructure facilities in Kandy National Museum.
- Organize a mobile exhibition about coins and currency notes.

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Sanuja Kasthuriarachchi

Director General

Department of National Museums.

SANUJA KASTHURIARACHCHI
Director General
Department of National Museums
Colombo 07

Statement of Financial Performance
for the period ended 31st December 2021

Budget 2021 Rs.		Note	Actual 2021 Rs.	Actual Restated 2020 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		356,631,000	250,660,000	ACA-3
-	Deposits		9,866,581	5,057,080	ACA-4
10,800,000	Advance Accounts		11,575,427	11,165,177	ACA-5
-	Other Main Ledger Receipts		-	-	
10,800,000	**Total Non Revenue Receipts (B)**		**378,073,008**	266,882,257	
10,800,000	**Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)**		**378,073,008**	266,882,257	
	Remittance to the Treasury (D)		-	-	
10,800,000	**Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)**		**378,073,008**	266,882,257	
	Less: Expenditure				
	Recurrent Expenditure				
193,200,000	Wages, Salaries & Other Employment Benefits	5	173,300,780	177,317,781	ACA-2(ii)
57,200,000	Other Goods & Services	6	46,975,693	46,398,990	
2,100,000	Subsidies, Grants and Transfers	7	1,341,835	1,542,400	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
252,500,000	**Total Recurrent Expenditure (F)**		**221,618,308**	225,259,172	
	Capital Expenditure				
66,000,000	Rehabilitation & Improvement of Capital Assets	10	56,304,017	33,047,727	ACA-2(ii)
140,500,000	Acquisition of Capital Assets	11	78,328,980	13,771,440	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
1,000,000	Capacity Building	14	394,700	-	
22,000,000	Other Capital Expenditure	15	18,793,402	20,318,758	
229,500,000	**Total Capital Expenditure (G)**		**153,821,099**	67,137,925	
	Deposit Payments		5,922,816	4,686,164	ACA-4
19,000,000	Advance Payments		16,556,766	1,718,262	ACA-5
	Other Main Ledger Payments		-	-	
19,000,000	**Total Main Ledger Expenditure (H)**		**22,479,582**	**6,404,426**	
501,000,000	**Total Expenditure I = (F+G+H)**		397,918,989	298,801,522	
(490,200,000)	**Balance as at 31st December J = (E-I)**		(19,845,981)	(31,919,265)	
	Balance as per the Imprest Reconciliation Statement		(19,845,981)	(32,551,714)	ACA-7
			-	632,448	ACA-3
	Imprest Balance as at 31st December		(19,845,981)	(31,919,266)	

Statement of Financial Position
As at 31st December 2021

	Note	Actual 2021 Rs	2020 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	10,904,428,828	10,880,336,787
Financial Assets			
Advance Accounts	ACA-5/5(a)	41,814,456	36,833,118
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		**10,946,243,284**	**10,917,169,905**
Net Assets / Equity			
Net Worth to Treasury		24,916,802	23,247,181
Property, Plant & Equipment Reserve		10,904,428,828	10,880,336,787
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	16,897,654	12,953,489
Unsettled Imprest Balance	ACA-3	-	632,448
Total Liabilities		**10,946,243,284**	**10,917,169,905**

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 01 to 63 and Notes to accounts presented in pages from 64 to 78 form an integral part 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 Finacial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.

Chief Accounting Officer	Accounting Officer	Chief Financial Officer/ Chief Accountant/ Director (Finance)/ Commissioner (Finance)
Name :	Name :	Name :
Designation :	Designation :	
Date : 2022.02.23	Date : 2022.02.22	Date : 22/02/2022

SANUJA KASTHURIARACHCHI
Director General
Department of National Museums
Colombo 07

N.H.W.N. De Alwis
Chief Accountant
Department of National Museums

Deshabandu Prof. Kapila Gunawardhane
Secretary
Ministry of Buddhasasana, Religious and Cultural Affairs
No. 135, "Dahampaya",
Srimath Anagarika Dharmapala Mawatha,
Colombo 07.

Statement of Cash Flows
for the Period ended 31st December 2021

	Actual 2021 Rs.	Restated 2020 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	15,339,316	35,226,740
Imprest Received	356,631,000	250,660,000
Recoveries from Advance	12,271,625	11,417,300
Deposit Received	9,866,581	5,057,080
Total Cash generated from Operations (A)	**394,108,522**	**302,361,120**
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	220,234,913	223,586,831
Subsidies & Transfer Payments	1,341,835	1,542,400
Expenditure incurred on behalf of Other Heads	2,925,054	3,057,090
Imprest Settlement to Treasury	-	632,448
Advance Payments	17,243,890	1,718,262
Deposit Payments	5,922,816	4,686,164
Total Cash disbursed for Operations (B)	**247,668,509**	**235,223,196**
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	**146,440,013**	**67,137,924**
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	146,440,013	67,137,924
Total Cash disbursed for Investing Activities (E)	**146,440,013**	**67,137,924**
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	**(146,440,013)**	**(67,137,924)**
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	-	-
Cash Flows from Fianacing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

3.5. Notes to the financial statement:

3.6. Performance of the Revenue Collections Rs **,000**

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected revenue	
		Original Estimate	Final Estimate	Amount (Rs.)	As a% of Final Revenue Estimate
20.03.99.00	Sales and fees	77,000,000	10,000,000	5,186,734/47	52%
20.02.01.01	Other income or rent	4,140,000	4,140,000	1,460,164/31	35%
20.02.02.99	Loan interest	1,800,000	1800,000	1,388,318/94	77%

3.7 Performance of the Utilization of Allocation

Type of Allocation	Allocation		Actual Expenditure	The utilized allocation as a % of final revenue Estimate
	Original Allocation	Final Allocation		
Recurrent	252,500,00	252,500,000	221,618,308	88%
Capital	229,500,000	229,500,000	153,821,099	67%

3.8 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

Rs, 000

Serial No	Allocation Received from which ministry/department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation utilization as a% of Final Allocation
			Original Allocation	Final Allocation		
01	District Secterary office Colombo	Construction of Organic Fertilizer Yard	3,385,000	3,385,000	2,869,665/45	85%
02	District Secterary office - Polonnaruwa	Consructions	5,000,000	5,000,000	4,517,419/72	90%
03	Rail way Departmemnt	Holy day travels	_	41, 560	41, 560	100%

3.9 **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		800,000,000		
9152	Machinery and Equipment		102,059,486/73		
9153	Land		10,002,369,340/86		
9154	Intangible Assets		-		
9155	Biological Assets		-		
9160	Work in progress		-		
9180	Lease assets		-		

3.10 **Auditor general's Report**

** The final audit report issued by the Auditor general to be scanned and placed here while submitting to the parliament.

Accounting Officer

Department of National Museum

Auditor General's Consolidated Report of the Department of National Museum
in terms of Section 11(1) of the National Audit Act No 19 of 2018 the Financial Statement for the-year **ended 31st December 2021 .**

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1. Financial Statement

1.1 Qualified opinion

By virtue of the provision vested in the constitution 154(1) of the constitution of Democratic Socialist Republic of Sri Lanka which shall be read in conjunction with provision of National Audit Act NO 19 of 2018, the audit of the financial statement for the year ended 31st December 2020, and for the year then ended financial performance statement and cash flow statement that make under my direction. This report contains my opinion and observations on the financial statement issued to the department in terms of section 11(1) of National Audit Act No 19 of 2018. The Detailed Annual Management Audit report, was issued on 03rd2021, to the Accounting Officer relating to the department in terms of the article 10 of National Audit Act No 19 of 2018 which shall be read with constitution 154(6) of the constitution of Democratic Socialist Republic of Sri Lanka will be table in parliament in near future.

In my point of opinion except the effects the matters described in paragraph 1.6 in this report, of those financial statements prepared and the financial situation of the Department of National Museums up to 31st December 2020 and for the financial year then ended the financial performance and statement of cash flow statement have been prepared in accordance with the generally accepted Accounting principles.

1.2 Basis for qualified opinion

I conducted my audit quarry according to Sri Lanka Auditing Standards (SLAS). I further described my responsibilities for the financial statements under the section of my report. I believe the audit evidence which I obtain to make a foundation to express my qualified opinion is sufficient and appropriate.

1.3 Responsibility of the Chief Accounting officer and Accounting Officer with regarding the financial statement

----

The responsibility of the Accounting Officer is take internal controlling decisions to prepare financial statements free from fraudulent statements caused due to the frauds and misconducts and in terms of generally accepted Accounting Principles to express true and fair position should prepare financial statements in terms of the provisions provided the circular of State Accounts No 271/2019 dated on 03rd December 2019.

Should maintain records and registers properly about assets & liabilities, expenditures, all its income etc. By the department to prepare annual and periodic financial statements in accordance to the article 16(1) of National Audit Act No 19 of 2018.

According to the sub section 38(1) (c) of the National Audit Act Accounting officer shall ensure that effective internal control system for the financial control of the department and carry out periodic review to monitor the effectiveness of that system and accordingly implement the changes to maintain the system effectively.

1.4 Responsibility of the Auditor about the auditing of financial Statements

----

As a whole my objective is to issue Auditor General's consolidated report that include my opinion and provide a fair assurance for the financial statement is free from material misstatements caused to occur frauds and errors. Even though a fair assurance is high level of assurance it is not guarantee always without material misstatements audit conducted in accordance with to Sri Lanka Auditing Standards. Material misstatements can raise due to the effects of the frauds and misconducts individually or collectively and quantification of this , users should notice when take economic decisions on the basis of this financial statements.

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

- Identify and assess the risk of material misstatements that can be raise due to fraud and misconduct in the financial statement to avoid the risk take place due to frauds and errors design and perform audit procedures obtain sufficient and appropriate audit evidence that leads to the foundation for my opinion. The impact caused from material statements is more affected than the impact caused from fraud and collusion , forgery, intentionally omission or override of internal control would cause a fraud.

- But not for the purpose of expressing an opinion about the effectual internal control in the department in order to design the audit procedure that are appropriate in the circumstances according to the situational position.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management

- As a whole, when submitting the financial statements represent, the underlying transactions and events in a manner that achieves in fair and suitable manner which base for the structure and content of the financial statement.

I communicate with the Accounting Officer regarding the significant audit findings, major defects in internal control and other matters which came across in my audit.

1.5 Report on other Legal and Regulatory requirements

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

a). The financial statement presented for the year under review was compatible with preceding year.

b). Implement the recommendations I have been done regarding with the financial statement for the preceding year.

1.6 Express the opinion about financial statement

1.6.1 Comments on financial situation

1.6.1.1 Non- revenue receipts

The following observations made;

(a) The 4.6317 hectare land established in Colombo had been taken over steps to take by the Department of Museums by 29th March 2022. Based on the assessment report made on the land and the building in the year 2013 in the non-financial assets statement included in the financial statements of the department, Rs. 10,002,369,340 and Rs.800,000,000.

(b) Although letters have been exchanged with the government to transfer the ownership of the lands in Anuradhapura and Galle National Museums under the Department of National Museums to the Department, the lands could not be acquired by March 2022.

(c) Other Regional Museums belonging to the Department such as Dutch Museum, Ratnapura National Museum, Polonnaruwa Ancient Technology Museum and Magampura Ruhuna Heritage Museum had completed the acquisition of properties by the date of the audit but the general valuation of the compliant valuations Costs were not accounted for in accordance with generally accepted accounting principles .

(d) . Although a physical survey of the artefacts on display in the museums of the Department should be carried out and the reports submitted to the audit, the items were surveyed again in the year 2021 after 2018 in only six sections. The final report of the survey board had not been submitted to the audit until March 2022

(e) A total of Rs.78,328,980 had been spent during the year to acquire capital assets as per the Expenditure Statement (ACA-2 (i)) as per the programs of the 2021 Financial Statements. However, the statement of non-financial assets stated that the total non-financial assets purchased during the year stood at Rs. 27,181,790 which was less in the statement of capital assets for the year. The total expenditure incurred on the acquisition of capital assets for the year was Rs.51,147,190 which was less in the statement on non-financial assets.

(f) According to the audited financial statements for the year 2020, the total value of the Non-Financial Assets Statement (ACA-6) as at 31 December 2020 was Rs.77,967,446. As the starting balance of the year is recorded as Rs.91,659,556 in the Non-Financial Assets Statement the initial balance of the Non-Financial Asset Statement (ACA-6) for the year 2021 was over Rs.13,692,110.

16.1.2 Deposit Account Balance

The total value deposited by the department in the deposit accounts during the period from 2011 to 2019 is Rs. 5,213,776. No action has been taken to settle deposits exceeding 02 years or to credit government revenue as per financial regulations

1.6.2 Failure to maintain documents and books

Name of the Register	Relevant regulation	Observation
(i) Security register	F.R.891(1)	All the employees who were to be bailed out had not been bailed out and the list had not been updated.
(ii) Inventories of Electrical maintain Fittings	F.R454(2)	Not maintain.
(iii)Debit and credit record	State Accounts No. 256/2017. Paragraph 05 of the Circular dated 05th July 2017	Not maintain

2. Financial Review

2.1 Imprest Management

According to the Treasury Final Imprest Deposit Summary Report (SA-70) for the year 2021, the imprest receipts were Rs.375,440,570. As per the Imprest Comparison Declaration (ACA-3) with the Financial Statements and the Imprest Receipt Letters, the imprest receipts amounting to Rs.368,469,291 was different from the Treasury Reports which saw an appreciation difference of Rs.6,971,279.

2.2 Revenue Management

According to the agreement regarding the conservation renovation of the Dutch Museum in Pettah, the work was to start on August 1st 2019 and was completed on May 1st 2020. As of November 30th 2021, there were two extensions and the work had not been completed by March 2022. Accordingly, due to non-fulfillment of the contract, a late charge of 0.05% daily had to be charged as per the contract agreement (delay charges) but no action had been taken to recover the late fee.

2.3 Exceeding the limit

Department of Museums the minimum limit of receipts in ‘B’ account of the Public Officers was Rs.10,800,000, although approval was sought to amend up to 9,000,000, the approval was not received until March 2022. Accordingly, the approved minimum receipt limit was Rs. 10,800,000 and the total receipts during the year were Rs. 9,162,499 so the total had not reached the minimum limit of Rs.1,637,501.

2.4 Approach liabilities and obligations

In the examination of liabilities and obligations for the year 2021, according to the financial statements as on 31st December 2021, the total savings exceeding the provisions for 10 expenditure items exceeding liabilities of Rs.2,978,623 had been reached.

2.5 Refer to rules and regulations

The instances of non-compliance with the provisions of the rules and regulations observed in the sampling tests were as follows.

Reference to rules, regulations and regulations	Non-compliance Non-complian
Paragraph 3.1 of Public Administration Circular No. 30/2016 dated 29th December 2016	Five vehicles belonging to the department had not been inspected for fuel combustion after 2019

(b) In the Democratic Socialist Republic of Sri Lanka Code of FinancialRegulations

(I) Financial Regulations 268 (a) and 1646	In accordance with these Financial Regulations, the running notes along with the monthly summary reports were not submitted on the due dates.
(II) FinancialRegulations 1645(a)	Although log books were maintained for vehicles owned by the department, they were not updated
(C)In the Public Finance Circular Guideline No. 01/2020 section (b) dated on 28th August 2020	A total of Rs. 229,420 had not been settled in respect of 03 employees who died on 31st December 2021.

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2.6 Informal transactions

The Department had leased a building to the Handicrafts Board for a period of 10 years from 10th August 2011 to 31st July 2021. Its renovation work was carried out by the Board without the approval of the Department, and The Handicrafts Board had also taken steps to extend the lease period to 35 years in 2013 without the consent of the Department. Assessment fees for that building. Expenses such as water and electricity charges were paid by the Department and the total arrears of rent due to the Department as at 31st July 2021 was Rs.91,921,106.60. Further, the monthly rents due from August 2021 were to be paid in accordance with the new lease agreement, but the building was being used by the Handicrafts Board to enter into a new lease agreement to be signed by both parties and accordingly without paying rent and Handicrafts Boardused the building illegaly .

3. Operational review

3.1 Performance

3.1.1 Delays in project execution

The following observations are made

(a) An agreement was reached on 30th November 2015 for a project with an estimated cost of Rs. 22,509,349 for the construction of the office building of the Hambantota Museum.. The project was scheduled to be completed on April 30th 2016. The total cost of the project is Rs. M. 18.09 had been paid. Although the building was take over on the basis of an existing deficiency repair agreement, the deficiencies had not been completed until December 31, 2021.

(b) An agreement was reached with the State Engineering Corporation in 2019 for the conservation and repair of the Dutch Museum in Pettah at an estimated cost of Rs.97,259,127. The deadline for this work which was scheduled to be completed on 1st May 2020 was extended to 30th November 2021 on two occasions. The total cost for this work as at 31st December 2021 is Rs. 62,863,055 had been paid and the physical progress on that day was 51%.. The project, which has been going on for about three months without any extension of the approved project period, had not been completed by March 2022.

(c) On August 4, 2021, Rs. M. 98.55 project to establish the fire protection system in the library of the National Museum, which was commissioned on a cost estimate of 98.55, was scheduled to be completed by January 31, 2022. Although 02 months have elapsed since the completion of the work by March 2022, the total amount as on 31st December 2021. The physical performance of the project paid is Rs. 23429655 which was 35%.

(d) On August 16th 2021, Rs. M. 11.6 million for the project of setting up of the National Museum Furniture gallery which was started on an estimate of Rs. 4,919,333 had been paid. By March 2022, the contractor had halted work on the project, which had a physical progression of about 45%.

3.2 Procurement

In accordance with Section 5.4.12 of the Government Procurement Guidelines, after payment of VAT, the Auditor General should be notified with a copy of the details of the VAT payment. to the Commissioner General of Inland Revenue on or before the 15th of next month. Pettah Dutch Museum had not given details of VAT at the time of payment for the renovation.

3.3 Losses and damages

The old ferry found at Attanagalla had been in the water since 1998 in a tank prepared by the Department of Archeology at the eastern end of the National Museum Garden. The ferry was later moved to the old cart compartment in 2021 for conservation work. Although various steps have been taken by the Department of Archeology to preserve this ferry for a long time, due to improper conservation work, one of the most valuable antiquities in the museum's public display had decayed and was completely destroyed.

3.4 Management weaknesses

The following observations are made

(a) Conservation renovation of Dutch Museum, Pettah at a cost of Rs. 97.26 million with an estimated value of Rs. 62.8 million was being spent. The 350-year-old museum on Kumara Street in Pettah lacks parking facilities, making it a major obstacle for local and foreign visitors. Until 2019, the management had not been able to reclaim the parking facilities in front of the museum.

(b) The total cost value initially prepared for Phase 1 and IV of the Garden Renovation Project of the Colombo National Museum was Rs.456,641,995. But the value of the contract offered was Rs. Was 43,337,970. Accordingly, the difference between the total cost estimate and the contract work performed is 18.37% which is Rs. 9,930,068. At the end of the work the measurement was approved Rs.53,268,938 for payment. At the beginning of this work a feasibility study was done and due to misidentification of the procurement work and quantity errors a total of Rs.9,930,968 variable amount was due to be paid to the contractor.

(c) According to the Department's Annual Comparison Statement for the Advances in Account ‘B’ of the public officers of the Department, the total loan amount due from employees who left the service as on 31st December 2021 was Rs. 934,277. No action had been taken to settle the debt as per guidelines No. 01 (e) and (f) issued with the Public Finance Circular No. 01/2020 dated 28th August 2020.

4. Human Resource Management

The following observations are made

(a) As at 31 December 2021, the approved staff was 566, but the actual staffing was 335, bringing the total number of vacancies to 231 on that date. Out of these vacancies, 08 out of 16 executive level posts and 4 out of 5 tertiary level posts were vacant and it was not possible to fill this vacancy even during the year under review due to non-receipt of approval.

(b) 2021 As at 31 December 2021, the approved number of secondary level staff was 242, but the actual staff at that level was 96, bringing the total number of vacancies to 146. The post of Chief Security Officer of the M N-4 grade included in those vacancies is a departmental post. Despite the written permission of the Ministry of Public Administration to fill this vacant post, which has been vacant for many years and has to play a very responsible role, the post remained vacant due to lack of permission.

Chapter 04 – Performance indicators

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

Special Indicators	Actual output as a percentage(%) of the expected output		
	100% - 90%	75% - 89%	50% -74%
Management of ofcultural and natural heritage	95.0		
Cultural diversity and sustainable development	84.9		
Research and development		74.4	

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

5.1 Identified respective Sustainable Developments Goals ,target achievements and challenges

Goal/Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%-49%	50%-74%	75% - 100%
16' Build a holistic organization with effective responsibilities relevant to all levels ^SGD 16&	16'1 Strengthen artifact collection for a unique collection	**Anthropology section** ❖ Conserved and photographed 17 objects belong to Anthropology Section 01A Scale 02 2 measuring equipments 03 A measuring equipment (නැලිය) 04 A measuring equipment (කුරුණිය) 05 Canne (ගැලුම) 06 Naaga raksha mask 07 A mask 08 A mask (කාපිරි වෙස් මුහුණ) 09 A mask (කෝලම් වෙස් මුහුණ) 10 A mask (දෙමළ කෝලම් වෙස් මුහුණ) 11 Rice measuring equipment 12 A mask (මුදලි කෝලම් වෙස් මුහුණ) 13 A mask (ආරච්චි කෝලම් වෙස් මුහුණ) 14 Mask of King Neela Keerthi 15 Part of a mask 16' Part of a grammerphone **Ethnology Section** ❖ The following objects were acquired ❖ • A clay brick - 2021.1.1 • Small Buddha statue -2021.02.01 • Water colour painting - 2021.03.01			100 100

		• Water colour painting - 2021.04.01 • Set of tea cups and sources **Zoology Section** ❖ Conserve specimense of Holotype collectio ^HT 60-HT 100& ❖ Conserve specimense of Paratype collection T 30 -T 140 ❖ Conserve 756 specimense of mammal collection ❖ Conserve reptiles in WHT collection (AM 1700 – AM 2015) **Botanical Section** ❖ Collection of specimens of flora collected during a field trip to the National Museum Park in the year 2021. ❖ specimens collections of Medicinal Plants and Poisonous Plants Collected from the Field Visit at the Navinna Department of Ayurveda **Geological Section** ❖ Preservation of 43 specimens belonging to the Jurassic fossil collection and 61 specimens belonging to the Miocene fossil collection ❖ Update information on the Jurassic and Miocene fossil collections ❖ Updating information on 271 specimens belonging to the Gem collection **Information Technology Section** ❖ Registration of artefacts donated to the Department of National Museums during the year 2021, issue of numbers and updating of grant registration documents.			100 75 85 85 100 100 100 100 100 100

	16'2 Maintaining archival artefacts / specimen collections according to internal conditions	**Anthropology Section**			
		❖ Conducting a quality inspection of the collection of measuring instruments, cleaning and directing for the preservation of the items to be preserved.			100
		❖ Conducting a quality inspection of the mask collection, referring to the conservation of items to be preserved			100
		❖ Cleaning, quality inspection and referral of items stored outside the anthropology warehouse to the archive for preservation			100
		Ethnology Section			
		❖ Handing over 312 coins and 10 guns to the Conservation Division for conservation			100
		Zoology Section			
		❖ Conservation of animal specimens and fungal control at the National Museum of Natural History			100
		❖ Conservation of lizards related to the WHT collection (RLZ 01 – RLZ 60)		52	
		Entomology Section			
		❖ Preservation of 11340 specimens of 45 boxes of the genus Coleoptera using camphor			100
		❖ Preservation of 2218 specimens of 20 boxes of Hymenoptera using camphor			100
		❖ The Entomology Division had a census of 129,177 dry specimens and 225 wet specimens in the second quarter.			100

		Botanical Section ❖ Preparation of dry herbarium sheets of 52 specimens collected from a field visit to the National Museum garden.			100
		❖ Preparation of 19 specimens of dry preserved herbarium sheets and 07 wet specimens collected from the field visit to the Department of Ayurveda, Navinna.			100
		Geology Section ❖ Systematic packing of new samples and new polythene envelopes in storage cupboards for 43 specimens from the Geological Jurassic Fossil Collection.			100
		❖ Systematic packaging of storage cabinets with new labels and new polythene covers for 61Miocene specimence			100
		❖ Formal placement of new labels and new polythene envelopes in the safe for 271 gem specimens deposited under safe deposit box 1562 in Bank of Ceylon vault.			100
		Conservation Section ❖ Conservation of 17 Ola leaf manuscripts and 6 old books belonging to the National Museum Library			100
		❖ Preservation of 13 Masks, 03 Armored Chestnut Swords, Syrian Sword and German Bomb belonging to the Colombo Museum			100
		❖ Conservation of ancient mortar artillery and ancient crane at the National Museum premises			100

		❖ Conservation of Dedigama Elephant oil lamp belonging to the Colombo Museum.			100
		❖ Cleaning the stone foundation of the museum premises			100
		❖ Preliminary observations on the preservation of artefacts in the proposed luggage compartment			100
		❖ Conservation of 09 guns, a trunk and 02 old flags of the Anthropology Division			100
		❖ ¡ Conservation of following objects belong to Anthropology section A mask, A mask (කාපිරි වෙස් මුහුණ),A mask (කෝලම් වෙස් මුහුණක්) A mask (දෙමළ කෝළම වෙස් මුහුණ) A mask (මුදලි කෝලම වෙස් මුහුණ) A mask (ආරච්චි කෝළම වෙස් මුහුණ)			100
		Mask of King neela Keerthi and a Part of a mask			100
		❖ Conservation of measuring equipment (ලාහ,නැලිය හා කුරුණිය)			100
		❖ Conservation of Canne" Rice measuring equipment " Scale and Part of a grammerphone			100
		❖ Conservation of oil painting'			100
		❖ Conservation of 2 brazz vases'			100
		❖ Conservation of the Dragon Pantheon Pallakkiya and Chest in the Ratnapura Museum			100
		❖ Conservation Preservation of several artifacts in the Anuradhapura Museum			100
		❖ Accomplish 337 book bindings			100
		❖ Cleaning the statue of Queen Victoria			100

		<u>Colombo NationalMuseum</u> ❖ Maintaining every item on display in a significant preservation condition		74	
		<u>Kandy National Museum</u> ❖ Preservation and maintenance of relevant artefacts according to the internal conditions to the maximum under the existing facilities.			100
		❖ Humidity, in particular, can prevent damage caused by insect pests.			100
		<u>Ratnapura National Museum</u> ❖ Establishment of a reorganized museum for the public			100
		❖ Computerization of antiquities and their proper placement in exhibition Galleries.		74	
		❖ Re-documenting and properly packaging artefacts in storage			100
		❖ Correcting and maintaining errors in the archives of archival artefacts.			100
		<u>Galle National Museum</u> ❖ The work of preserving the artefacts will be done in parallel with the modernization. (Maintaining artefacts subject to daily inspections according to internal conditions)		74	
		<u>Dutch National Museum</u> ❖ Regular inspection and monitoring of the preservation of artefacts stored due to renovation work from February 2018.			75
		<u>Independence Memorial Museum</u> ❖ Fixing large size stand fans relevant places and opening and cleaning the cupboards containing the artefacts to allow air to enter them.			100

	16'3 Maintaining archives / specimen collections documented in accordance with international standards.	**Anthropology Section** ❖ Photographing and computerizing the collection of 258 measuring instruments belonging to the Anthropology Collection.u' ❖ Photographing 42 musical instruments. ❖ Completion of 137 items belonging to the Musical Instrument Collection. ❖ Writing Catalouge Cards ❖ Measurement. ❖ Photography. ❖ Computerization. ❖ Collect information separately for each instrument.(By referring to libraries) ❖ Preparation of final document. ❖ Index of 35 items belonging to the folk games collection. ❖ Measurement of 35 folk games items. ❖ Ensure the accuracy of the information by comparing the sectoral documents and the physical nature of the product. ❖ Photographing 20 folk sports items. **Ethnology Section** ❖ Computerization of coin collection. ❖ Computerization of a collection of palm-leaf books and writing instruments. ❖ Computerization of the painting collection. ❖ Computerization of the collection of ivory **Zoology Section** ❖ Documentatin of Family Agamidae specimence (RLZ 01- RLZ 60) ❖ Documentatin of Class Amphibia specimence AM 1700 – AM 2015		52	100 100 100 100 100 100 100 100 100 100 100 100 100 100 100 100 100 100

		❖ Documentatin of specimence in Holotype ^HT 60-HT 100& and Paratype (T 30 -T 140) ❖ Rewriting the details contained in the old register of freshwater fish. (FF 01 -FF 700) ❖ Inspection of Holotype and Paratype specimence ❖ Inspection of Family Agamidae specimence **Entomology Section** ❖ **C**oleoptera document, which recorded 750 specimens per quarter and 3,000 specimens in four quarters. ❖ Lepidoptera document, which recorded 750 specimens per quarter and 3,000 specimens in four quarters. **Botanical Section** ❖ Computerized herbarium sheets 623$1000 ❖ Photographed herbarium sheets 498$1000 **Geology Section** ❖ Create a computerized database for the Jurassic and Miocene fossil collection. ❖ Create a computerized database for the Gem Collection with 271 specimens. ❖ The Jurassic Fossil Collection.43 Photographs taken by the Photographers' Section .		 71 60 52 62.3 49.8	80 100 100 100 100 100

		Museum Librery ❖ Digitization of palm leaf books Preparation of 100 palm leaf books for 2021.			100
		Photographers' Section . ❖ Photography of a collection of 04 artefacts of the National Museum, Kandy under the Archaeological Photography Project of the Department of National Museums and printing of photographs and preparation of Catalouge Cards.			95
		❖ Store and archive soft copies of photographs with basic information about artefacts. • Arrecunt cutter - 54 • Chewnam box - 75 • Beatel bags - 14 • Ceremic wears - 12			100
		❖ Photography of Anthropology Division under the Archaeological Photography Project of the Department of National Museums Photography and Printing of Photographs and Preparation of Catalouge Card. Weighing goods - 258			100
		❖ Under the Archaeological Photography Project of the Department of National Museums, 60 musical instruments from the Anthropology Division's Musical Instruments Collection were photographed and photocopied and Catalouge Card were compiled. 60 musical instruments			80

		❖ Scanning and storing soft copies of the Gazette Notification Collection of 1927 under the Old Gazetteer Preservation Project of the National Museum Library. ❖ Scanned and conserve the soft copies of provenance Ola leaf manuscript in the National Museum Library under the project of Preservation. (Reg.No – F7) . **Colombo NationalMuseum** ❖ All exhibit items are documented. **Museum of Natural Sciences** Preparing and updating documents on the specimens contained in each gallery in the museum. 1'Bio diversity gallery 2' Engineering Technology Heritage and Science & Technology activity room 3' Mammels galery 4' Marine gallery 5' Geology gallery 6' Acquiatic birds and endemic birds gallery 7' Environmental gallery 8. Austeology gallery 9' Reptiles and amphibions gallery 10' Plant science gallery **Kandy National Museum** ❖ Documentation of all artefacts currently on display in the museum as well as in the archives in accordance with international standards. ❖ A database is currently being developed for the collection of artefacts.		75	100 100 100 100 100

		Ratnapura National Museum ❖ Computerize the data of dilapidated documents and rearrange those documents. **Galle National Museum** ❖ Registration of antiquities ❖ Photographic document for exhibited artefacts ❖ Archive of storing objects **Folk Museum Anuradhapuraya** ❖ Maintaining a monthly database for exhibited artefacts, publication sale, ticket sales, inventory, consumer goods, petty cash register. **Ancient technology Museum Polonnaruwa** ❖ Completion of the archival work by the end of this year. ❖ Preparation of gallery inventory. ❖ Preparation of a archival for storing objects.		74 74 74 50 50	100
	16.4 Ensuring the security of artefacts / specimen collections	**Division of Anthropology** ❖ Renovation of the roof of the cart which is displayed in the premises of the Museum Department. **Division of Ethnology** ❖ Collection of palm-leaf books and writing instruments. ❖ Computerization of collection of court productions. ❖ Computerization of the collection of donation items. ❖ Computerization of the weapons collection.		50	100 100 100 100

		❖ Computerization of the bronze collection.			100
		❖ Computerization of the collection of steel products.			100
		❖ Conducting surveys of brassware collection etc. and documenting survey reports.			100
		❖ Maintain proper storage of coins in the cupboards purchased for storing coins.			100
		Botanical section			
		❖ Preparation of estimates and allocation of funds for the modernization of the existing herbarium as a laboratory with laboratory facilities for deposit and preparation of specimens.			100
		Geology Division			
		❖ Preparation of an actual balance sheet for specimens belonging to the Jurassic and Miocene fossil collections.			100
		❖ Under the supervision of the Director (Cultural * Senarath Wickramarasinghe) for the collection of gem specimens deposited under the vault No. 1562 in the vault of the Bank of Ceylon;			100
		❖ Providing information related to the Geology Division to the Additional Director General for the preparation of the Civil Service Charter of the Department of National Museums.			100
		Conservation section			
		❖ Suppression of Exotic Plants in Colombo Museum Building, Director General's Office, Carts gallery.			100
		❖ Insect control at Colombo Museum, Education Publications Division, Internal Audit Division and Entomology Division.			100

		❖ Applying antiquities to prevent pest damage to the historic skeletal display cupboard from the Pothana Cave in the Historical Gallery.			100
		❖ Anthropology Department removes fungus from the shelves where the artifacts are stored and chemically treats it.			100
		❖ Identify the places damaged by insects in the Anuradhapura Folk Museum and carry out the necessary chemical treatments.			100
		❖ Inspecting the areas damaged by termites in the Ratnapura Museum and performing the necessary chemical treatments.			100
		Library Division ❖ Establishment of a fire protection system in the library The first stage			100
		Colombo National Museum ❖ Establishment of a CCTV and fire protection system with a team of adequate security personnel and police officers.		74	
		Museum of Natural Sciences ❖ Perform all services required for the safety of the models.			100

		National Museum, Kandy ❖ Demolition and removal of a double cage which was found to be unfavorable on the ceiling of the Antiquities Store on 2021.08.04. **Ratnapura National Museum** ❖ Deployment of Museum Auxiliary Staff for Galleries for Security. ❖ Numbering of the cupboards where the artefacts are kept in the galeries **Galle National Museum** ❖ Maintaining a daily notebook for key duties. ❖ Exhibition of artefacts with photographs. ❖ Proper maintenance of fire protection system. **Folk Museum - Anuradhapura** ❖ Maintaining cleaning and storage exhibits well. ❖ Update physical resources to maintain quality. **Galle Maritime Museum** ❖ Preservation and protection of artefacts **Ancient Technology Museum, Polonnaruwa** ❖ Maintain monitoring records and maintain records for compartments.		74 74 74 50	100 100 75 75 100
Ensuring a perfect, fair quality education and	4.1 Updating museum exhibits in line with international	**Anthropology Section** • For the proposed ritual gallery to be set up in the Colombo Museum, • Preparation of basic plans. • Calling for estimates. • Collection of information			100

providing access to lifelong learning for all.	standards and setting up new exhibitions.	**Ethnology Section** ❖ Organizing exhibition stalls of the Ratnapura National Museum. ❖ Preparation of a plan for the reorganization of the Galle National Museum. ❖ Preparation of a formal plan for the re-organization of the exhibition of the Uva Museum maintained by the Uva Provincial Council at the request of the Uva Provincial Council. ❖ Preparation of Vedda Skull Exhibition at Dambana Aboriginal Museum. (At the request of the Minister of State for National Heritage, Performing Arts and Rural Arts Promotion ❖ Collection of data relevant to the preparation of the exhibition plan for the reorganization activities of the Dutch National Museum. **Zoology Section** ❖ Exhibition of new freshwater fish, amphibians and reptiles gallery at the National Museum of Natural History. ❖ Compilation of information for 12 display boards and translation into English and Tamil mediums. ❖ Creation of two KIOSK programs on freshwater fish and reptiles in Sri Lanka ❖ Update on wet specimens of sponges at the National Museum of Natural History.				100 100 100 100 100 85 100 100 100

		Entomology Section			
		❖ Renovation and conservation of the gallery of the Galle National Museum.			80
		Botany Section			
		❖ Printing of 20 Mobile Exhibition Boards on Poisonous Plants in Sri Lanka.		55	
		❖ Completion of 11 out of 20 wet specimens for exhibition of poisonous plants in Sri Lanka.			100
		Geology Section			
		❖ Updating information on the Geology Permanent Exhibition Gallery at the National Museum of Natural History.			100
		Colombo National Museum			
		❖ Installation of a new furniture gallery.	45		
		Ratnapura National Museum			
		❖ Use an international kiosk and enter information in its trilingual language.			100
		❖ Arrange the models in each compartment to attract the visitors as per the artifacts in the gallery.			100
		❖ Fixed the renew exhibition panels.			100
		❖ Making a summary video about the Museum Garden and Museum available to visitors through audio-visual media.			100
		❖ Providing show services to visitors.			100
		❖ Maintaining mobile museum services on special requests.	49		

		<u>Galle National Museum</u> ❖ Receiving 6 LED display panels and 13 new exhibit cupboards to refurbish the museum's first exhibition gallery. **<u>Dutch National Museum</u>** ❖ The building, which constructed in the 17th-century Dutch Museum, has been undergoing renovations by the State Engineering Corporation since 2018. **<u>Folk Museum - Anuradhapura</u>** ❖ Renovation and display of substandard galleries and artefacts. **<u>Ancient Technology Museum - Polonnaruwa</u>** ❖ Establishment of a new exhibition gallery related to the history of Polonnaruwa.		74 70 74	75
	4.2 Maintaining the Department of National Museums as a pioneering educational and research centered institution.	**<u>Anthropology Section</u>** ❖ Providing information for school and university students. **<u>Ethnology Section</u>** ❖ Dambadeniya copper plate received to the National Museum, edited and handed over for publication in the Museum Magazine. ❖ Preparation of the Lakshmi and Swastika Coin Research Booklet in Museums in Ceylon. - Completion of Phase 2 ❖ Completion the phase 1- of the catalog of the unique collection of the paintings in Department of National Museums.		70 50 50	100

		❖ Accomplishment of the catalogue of unique collection of museum objects in the Department of national museum.		50	
		❖ Conducting research on 02 kastana swords, knives and guns and their ownership with the Rijks Museum in the Netherlands.			75
		❖ Preparation of citations for presentation of research papers for the International Buddhist Conference in Pakistan. (Abstact&			100
		❖ Archaeological excavations at the Ratnapura National Museum PH 32, to identify it as one of the oldest anthropomorphic flutes in North Asia and to publish a research paper. (Department of Archeology, National Archaeological Research Conference)			100
		❖ **Educational programs and lectures**			
		• Lecture on Zoom Technology on the topic of Buddhism in Pakistan for the ICOM Asia Association			100
		• Lecture on 'Museums and Challenges' on zoom Technology on the occasion of International Museums Day organized by the ICOM			100
		• A lecture was conducted under the topic of “The importance of museums as sources for the study of history “ to G.C.E. O/L students in Erapola Maha Vidyalaya in zoom technology.			100

		• Conducting school lectures to G.C.E. O/L students in Erapola Central Collage under the topic of pre historic era and Iron age.			100
		❖ **University training** • University of Kelaniya, • Providing institutional training for 20 students of Sri Jayewardenepura University.			100
		<u>Zoology Section</u> ❖ Providing necessary facilities for research and education. (For 03 persons)			100
		<u>Entomology Division</u> ❖ For the research journal, 100 specimens per quarter were added to the research journal, and 400 Orthoptera specimens were added to the research journal every four quarters.			100
		❖ Due to the Covid-19 epidemic in the country, only one lecture and one workshop was held.	20		
		<u>Botanical Section</u> Accomplish the following documents; 1. A Review Article Versatile Applications of Herbarium Data as Natural History Collection (M.K.D.Poornima M. Sathischandra) 2. Endemic Plant specimens of the herbarium in the National Museum of Sri Lanka (K.A. Samanthika)			100
		❖ Conducting 04 lectures for school students and university students.	40		
		<u>Library</u> ❖ Preparation of a catalog of medical texts.			80
		❖ Preparation of a catelogue of government publications. (Before 1975)			100

		❖ Conducting a census of books and volumes. **<u>Education And Publication Section</u>** ❖ Preparation of 2020 Performance Report ❖ Preparation of Labels and Guide Boards in Rooms 6 and 7 of the Ratnapura National Museum and Museum Premises. **<u>Colombo National Museum</u>** ❖ Providing guidance to 09 senior Bangladesh Army officers.(2021.08.17) ❖ Conduct lectures for 40 second year students specialists in Tourism Management at the University of Kelaniya on September 13,20,27 and October 04, 2020. ❖ Lecture on Archeology for 21 Bachelor of Arts Special Degree in Sinhala and Mass Communication, University of Sri Jayewardenepura. (2021.09.16) **<u>Natural History Museum</u>** ❖ Number of lectures expected to be held in the year 2021 are 10. ❖ Lecture for final year students of the University of Kelaniya ❖ Conduct lectures for corporate training to final year students of the University of Kelaniya.		74 74 74 74 74 74	100 100 100

		Ratnapura National Museum			
		❖ Develop and conduct educational programs for school children and individuals pursuing higher education as required by the individual.			100
		❖ Awareness raising so that visitors can better understand.			100
		❖ Develop the museum library premises and provide opportunities for school children and researchers to use it.			100
		❖ Contributing to television programs to promote the museum in the public.			100
		Geology Section			
		❖ Compiled the following articles for the 20th Museum magasine of the Department of National Museums and handed over to the Education Publications Division. - Sri Lankan representation in the historical journey to the moon. - Evolution of the Sri Lanka National Flag			100
		❖ Compiled a research paper for Spolya Selenica (Volume 51) under the following heading and submitted to the Education and Publications Division. -Importance of a Collections Management Policy and its impact on Museums mission.			100
		❖ Compiling a report on the history of the Geological Survey and handing it over to the Education Publications Division for the book to be published on the occasion of the 150th Anniversary of the Department of National Museums.			100

		❖ The Antiquities and Model Collections Management Policy, which is to be compiled with the objective of managing the artefacts and specimen collections of the Department of National Museums according to a initial formation, is designed to:			100
		❖ According to this model, the information in the above policy is categorized under three main sections.			100
		❖ Drafting and handing over the following parts of the Antiquities and Model Collections of the Department of National Museums to be included in the first section of the Management Code. 1'Ethics 2.Professional responsibilities 3.Introduction Contribution for the above tasks.			100
		<u>Conservation Section</u> ❖ Providing training on conservation and archeology for students of the University of Kelaniya.			100
		❖ Conducting lectures for students studying technology at the University of Sri Jayewardenepura.			100
		❖ Conducting lectures and practical activities on bio-destructive agents affecting antiquities for the conservation workshop held in Polonnaruwa by the Conservation Division of the Department of Archeology.			100
		<u>Galle Maritime Museum</u> ❖ Maintaining 2021 School University students as a research-focused institution for their individual projects.	05		

		Independence Memoroial Museum ❖ Provide necessary knowledge and guidance to scholars and researchers in higher education and public-private as well as other institutions. ❖ Decentralization of information about the Museum to electronic and other media outlets **Ancient Technology Museum -Polonnaruwa** ❖ Conducting a lecture with the participation of university students. (Pali and Buddhist University - Lecture on Ancient Coins and Numerology) ❖ Conducting guides for school children.' ❖ Creating a Museum Manuscript. ❖ Compilation of guide book for the museum. ❖ Create temporary display panels. ❖ Continuation of the series of articles added to the Museum Face Book page on special days of the year.	30	74 74 50 50 74	100 100
	4'3 Provide an enjoyable experience for museum visitors.	**Botanical Section** ❖ Monitoring activities required to maintain the National Museum garden as an attractive environment for visitors. **Entomology Section** ❖ Modernization of the National Museum garden . ❖ Carrying out the project of preparing the organic fertilizer yard within the Colombo Museum premises.			100 95 100

		Geology Section ❖ Updating information and photographs related to the Geology Division on the official web page of the Department of National Museums and submitting them to the Information Technology Division.			100
		Information Technology Section ❖ Update the official website of the Department of National Museums and the Face Book page.			100
		Educational Publication Section ❖ Preparation of 03 types of leaflets and a plaque for the opening ceremony of the Ratnapura National Museum.			100
		Colombo National Museum ❖ Filming of Siyatha Rupavahini Rauma program and contribution of the museum. (2021.01.05)			75
		❖ On May 18, International Museum Day, Lak FM broadcast a live programme at 10.00 am to 11.00 am "Why does a country need museums? "			75
		❖ Contribution of the museum to the propaganda video program prepared by the Tourism and Promotion Authority. (2021.06.11)			75
		❖ Providing gallery guide for the visits of Gampola Magistrate and Hon. Wijesekera to the Museum.(2021.11.14)			75

		❖ Providing gallery guides to the staff including Mr. Piyatissa Senaratne, Secretary to the State Ministry of Gem and Jewelery Industry. (2021.11.22)			75
		Kandy National Museum The visitor is unique among the museum's main role. ❖ Work is done to expand their inspiration as well as knowledge by focusing on the audience.			100
		Ratnapura National Museum ❖ Organized every three months for the audience of various entertaining programs such as Kolam Natya Nurti Gee etc.			100
		❖ Proper maintenance of the Archaeological Biodiversity Park owned by the Ratnapura National Museum.			100
		❖ Visitors have an opportunity to experience relaxation in a humid zone ecosystem.			100
		Galle National Museum ❖ Renovation of the first exhibition gallery.		65	
		Folk Museum -Anuradhapuraya ❖ Maintaining the museum premises as an attractive place.			80
		Galle Maritime Museum ❖ Disruption to visitors due to the Covid 19 epidemic .	20		

	4'4 Maintaining international cooperation with other museums / institutions.	**Anthroppology Section** ❖ Giving information about the Dumbara Patterns collection for a newspaper report to a journalist of The Island newspaper.		50	
		Ethnology Section ❖ Conducting research on the ownership of 02 ceremonial swords(Kasthana) 02 guns and time guns of the Lewke Disawe taken from Sri Lanka to the Rijks Museum in Amsterdam, Netherlands.			75
		• Other - Assisted by the Additional Secretary, Ministry of Housing who acted as a resource for the preparation of the draft amendment to the Museums Ordinance			75
		• Formulation of archeological policies for artefacts collections and completion of its initial phase	45		
		Zoology Section ❖ Preparation of case reports related to cases pending in various Magistrate Courts. (19 reports)			100
		Entomology Section ❖ Issuing an identification report with the Medical Faculty of the Sri Jayewardenepura University.			100
		❖ Publication of the list of registered pollen carriers in Sri Lanka in collaboration with the Biodiversity Secretariat			100

		❖ Issuing two court reports.			100
		<u>**Botanical Section**</u> ❖ Conducting a field study in collaboration with the Department of Ayurveda, Navinna and collecting 19 plant specimens.			100
		<u>**Geology Section**</u> ❖ To mark the 52nd World Space Day, which will be celebrated in 2021, US Ambassador to Sri Lanka Alina B. Mrs. Teplitz came to observe the lunar rocks belonging to the Geological Survey and for that purpose the Geological Survey held a special lunar rock exhibition for her at the Observatory at the National Museum, Colombo.			100 100
		<u>**Colombo National Museum**</u> ❖ International online conference "Presentation on future of the Sri Lankan Cultural Museums" (2021.05.21)		74	
		<u>**Natural History Museum**</u> ❖ Contributing and providing information for an educational program on National Television.			100
		<u>**Ratnapura National Museum**</u> ❖ Maintaining regular contact with schools, various educational institutions and private educational institutions.			100
		❖ To be constantly aware of the antiquities in the museums with the museums all over the island.		74	

		Ancient technology museum -Polonnaruwa ❖ Ability to provide consulting assistance for several new local museum constructions. (Sandahiru Seya New Museum, New Museum of the Department of National Botany, Electricity Board and Department of Archeology Kandy Museum)			100

5'2' Achievements and Challenges in Achieving the Sustainable Development Goals:

- The post of Librarian in the National Museum Library is a post of Superior Librarian. But the post has been vacant for about 13 years now. The absence of such a high ranking librarian with subject knowledge has become a major challenge in the library reorganization process.

- Due to the continuous vacancies in the posts recruited from the integrated services, the activities of some sections could not be carried out as expected.E.g. Librarian, Technical Officer, Assistant Director (Administration * and Administrative Officer etc.posts

- Due to the Kovid 19 epidemic this year, the work of the Museum Department could not be carried out at the expected level.

Chapter 06 – Human resource profile

06.1 Carder management

	Approved carder	Existing carder	Vacancies/excess
Senior	16	08	08
Territory	05	01	04
Secondary	153	96	146
primary	303	230	73

6.2 How the shortage or excess in human resources has been affected in the performance of the institute.

6.3 Human Resource Development:

Name of the programme	Number of the officers trained	Duration of the programme	Entire investment Rs.		Nature of the program. Local/Foreign	Knowledge gain/out come
National Research, Development and innovation Survey-2018				-	Local	
Lightening hazards and Protection System				-	Local	
Office system and Office Management				-	Local	

Department has proposed the names of officers for the above mention training programmes but those institutions do not summon yet.(When inquire over the telephone they replied, due to the Covid 19 epidemic still not gather crowds.)

Chapter 06 – Human resource profile

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	Approved carder	Existing carder	Vacancies/excess
Senior	16	08	08
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Secondary	242	96	146
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6.2 How the shortage or excess in human resources has been affected in the performance of the institute.

6.3 Human Resource Development:

Name of the programme	Number of the officers trained	Duration of the programme	Entire investment Rs.		Nature of the program. Local/Foreign	Knowledge gain/out come
01) Preparation of project proposals (2021 . 03 . 25 and 26)	04	02 days	79,000 x 4		Local	has held
02& Workshop on Personal files management	02	01 day	3"800 x 2		Local	has held
03& Workshop on Warehouse Management, Inventory control, annual Goods Survey and Assets Abuse	02	02 days	3"750 x 2		Local	has held
04& Internal audit Diploma Course held on 09-04-2021	01	09 months	100"000		Local	has held

05& Workshop on Lightning Protection, Earthing & Surge protection 2021.04.22 mj;ajd we;	02	01 day	8"500 x 2		Local	has held
06& Certificates Course on Research Methodology and scientific documents	01	01 month 10 days	25,000		Local	has held
07& Workshop on salary conversion ^2021.10.21 and 22	02	02 days	7,000 x 2		Local	has held
08& Online Workshop on 2021.11.22 and 23 for Effective communication And the use of technology	02	01 day	3,500 x 2		Local	has held
09& Workshop on Warehouse Management, Inventory control, annual Goods Survey and Assets Abuse^2021.11.22 and 23&	01	02 days	7,000		Local	has held
10& Government Procurement Process Two day training workshop on ^2021.11.15 yd 16&	01	02 days	7,000		Local	has held

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 Complied	No such Account	
1.4	Stores Advance Accounts			

1.5	Special Advance Accounts	Complied		
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			
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	03 meetings	Due to the Covid19 epidemic meeting was canceled with he concent of the Audit Management Department	
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 terms of Paragraph 13 of the aforesaid circular	Complied		

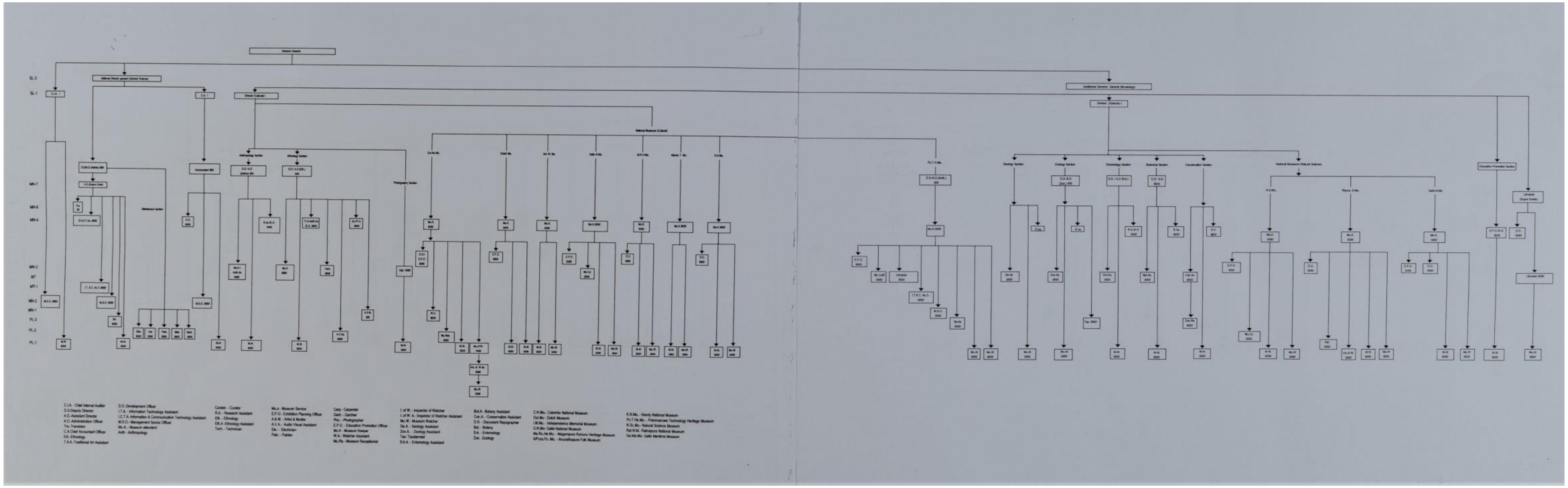
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried 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	Not Complied	No condemned vehicles	
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied	Due to the Covid19 epidemic re-tested was canceled.	
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	-		

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	Already some of the loan balances have been settled	
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		No Revenue Accounting Officer	
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account		No Revenue Accounting Officer	
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176		No Revenue Accounting Officer	
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.			
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			
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid 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		Due to appoint in 2021
20	**Responses Audit Paras**	Complied		
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		


C.I.A. - Chief Internal Auditor
D.D-Deputy Director
A.D.-Assistant Director
A.O. Administration Officer
Tra.-Translator
C.A.Chief Accountant Officer
Eth.-Ethnology
T.A.A.-Traditional Art Assistant
D.O.-Development Officer
I.T.A. - Information Technology Assistant
I.C.T.A.-Information & Communication Technology Assistant
M.S.O.- Management Service Officer
Mu.A. - Museum attendent
Anth - Anthropology
Curator - Curator
R.A. - Research Assistant
Eth. - Ethnology
Eth.A.-Ethnology Assistant
Tech. - Technician
Mu.s.- Museum Service
E.P.O.- Exhibition Planning Officer
A.& M. - Artist & Modler
A.V.A.- Audio Visual Assistant
Ele. - Electrician
Pain. - Painter
Carp.- Carpenter
Gard. - Gardner
Pho. - Photographer
E.P.O. - Education Promotion Officer
Mu.K.- Museum Keeper
W.A.- Watcher Assistant
Mu.Re.- Museum Receptionist
I. of W. - Inspector of Watcher
I. of W. A.- Inspector of Watcher Assistant
Mu.W. - Museum Watcher
Ge.A. - Geology Assistant
Zoo.A. - Zoology Assistant
Tax- Taxidermist
Ent.A. - Entomology Assistant
Bot.A. -Botany Assistant
Con.A. - Conservation Assistant
D.R. - Document Repographer
Bot. - Botany
Ent. - Entomology
Zoo. -Zoology
C.N.Mu.- Colombo National Museum
Dut.Mu - Dutch Museum
I.M.Mu. - Independence Memorial Museum
G.N.Mu- Galle National Museum
Ma.Ru.He.Mu. - Magampura Ruhunu Heritage Museum
A/Pura.Fo. Mu. - Anuradhapura Folk Museum
K.N.Mu. - Kandy National Museum
Po.T.He.Mu. - Polonnaruwa Technology Heritage Museum
N.Sc.Mu.- Natural Science Museum
Rat.N.M.- Ratnapura National Museum
Ga.Ma.Mu- Galle Maritime Museum