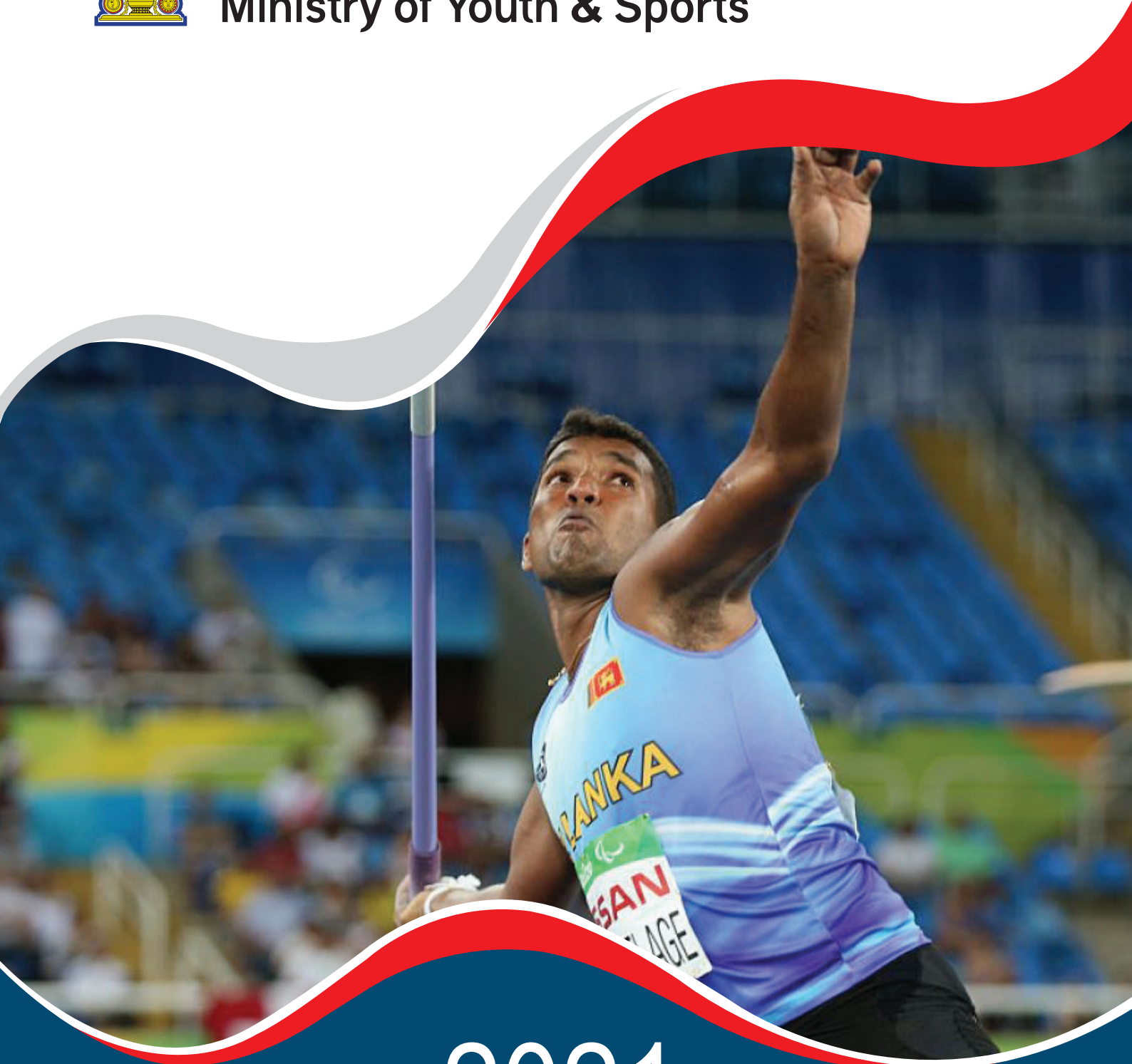




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இளைஞர் மற்றும் விளையாட்டு அமைச்சகம்
Ministry of Youth & Sports



2021

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வருடாந்த செயலாற்றுகை அறிக்கை
ANNUAL PERFORMANCE REPORT



Ministry of Youth and Sports

2021

ANNUAL

PERFORMANCE REPORT



Ministry of Youth and Sports

Our ambition is to create a satisfied youth generation by providing solutions under a definite and a permanent programme in order to achieve the objectives of the youth.

Annual Performance Report - 2021

Complied by
Planning Division
Publication
Ministry of Youth and Sports

No. 09, Philip Gunawardana Mawatha,
Colombo 07, Sri Lanka
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www.mos.gov.lk

Our Values

To make Sports an integral part of Sri Lankan Culture and Society.

To utilize Sports to enrich the quality of life, physical wellbeing and health of all Sri Lankans.

To provide knowledge, access and the opportunity for everyone to participate in Sports and enjoy its benefits.

To make available resources and appropriate infrastructure for the overall development of Sport.

To assist every Sri Lankan to achieve optimum potential in Sport and ensure that Sri Lanka's international image as a successful sporting nation is both viable and sustainable.

To develop a Sports Industry in Sri Lanka, create new employment and contribute to the promotion of economic growth.

To utilize the field of sports as one of the main foreign exchange earner of Sri Lanka.

To bring peace and communal harmony through the sports.

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Ministry of Youth and Sports

The Ministry of Youth and Sports was established centered on the youth community and sports, by the Gazette Extraordinary No. 2187/27 dated 09.08.2020 in order to create an active generation by building an energetic youth community with a dignified balanced personality and a healthy and disciplined society in accordance to the “Vistas of Prosperity and Splendored” Policy Statement and the Constitution of the Sir Lanka Democratic Socialist Republic.

Chapter 1

Institutional Profile/Summary of Implementation Summary

1.2 Vision and Mission

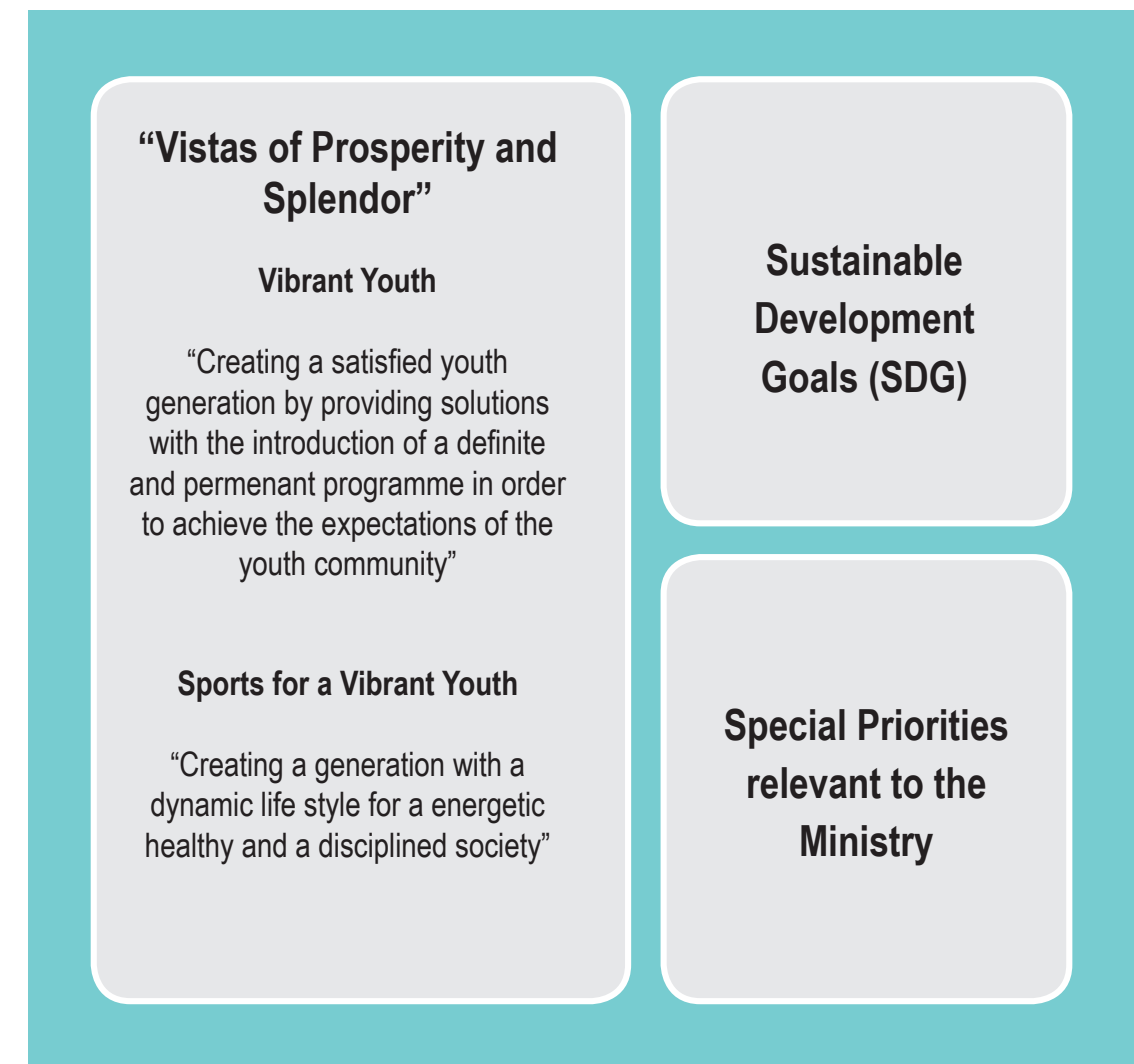
Vision	A Sustainable developed Sri Lanka through energetic youth
Contributing towards building a unified and a prosperous country by creating an energetic youth community that actively contributes to the national economy and by establishing a disciplined society that is interested in sports.	Mission

1.3 Main Functions

01. In accordance with the “Vistas of Prosperity and Splendored” Policy Statement and based on other national policies implemented by the Government, provide policy guidance to the relevant State Ministry to create a dignified and an energetic youth generation.
02. Provide policies in relation to the subjects of youth and sports, in compliance to the relevant laws and regulations.
03. Implement projects coming under the National budget, state investment and national development plan.
04. Provide, implement, follow-up and assess the subjects and functions and relevant policies, programmes and projects of the Institutions that come under the Ministry of Rural and School Infrastructure Development and the Ministry of Youth and Sports.



1.3.1 Policy Framework on Youth and Sports



Vibrant Youth - “Vistas of Prosperity and Splendor”

- Extensive opportunities and incentives for the young entrepreneurs in all sectors of the economy.
- Youth Entrepreneur Counselling Centre system
- Measures to support and develop innovative businesses by transferring modern technology for product and technology innovation.
- Establishing a National Youth Fund and a simple loan scheme for the young entrepreneurs.
- A Youth Human Resource Data Bank
- An Easy Payment Scheme will be introduced for youth to purchase smart phones, tablets or laptop computers
- An interest free loan from Rs. 0.8 million to 1.4 million to be provided to youth to finance their higher education, which can be repaid during employment.

Sports for a Vibrant Youth - “Vistas of Prosperity and Splendor”

- The first period of two school days per week will be allocated for physical exercise.
- To provide school children who excel in sports with nutrition, training and other facilities.
- A Sports University of international standard
- An incentive scheme to be introduced to enable professional sportsmen and sportswomen to obtain foreign education and training. Foreign trainers will be provided to those who perform at international standard
- Tax concessions for imported sports goods, technical equipment and nutritional supplements.
- The Sports Ministry to sponsor international sports events in Sri Lanka

Special Priorities - “According to the Gazette Extraordinary No. 2196/27”

- Developing of methodologies required in order to harness the active contribution of youth in the country’s educational, socio-economic, political and cultural fields
- Providing incentives required for making available maximum opportunities for young entrepreneurs in the economic field and developing and implementing strategies for the introduction of new opportunities
- Establishing a “Youth Human Resources Data-bank” facilitating correct identification of Sri Lankan youth for government, private sector and overseas employment opportunities
- Expanding skill development for activities at international, national and regional levels
- Establishing a sports economy in Sri Lanka ensuring the development of sports infrastructure, tourism and urban activities and international relations
- Creating an international sports environment in order to develop various sporting skills among Sri Lankan youth
- Encouraging sports organizations and business community in launching sports tournaments
- Encouraging and guiding in the development of facilities related to physical exercises thus enhancing health and well-being

1.4 Organization Chart

- Annexure 01

1.5 Departments under the Ministry

- Department of Sports Development
- Department of Manpower and Employment

1.6 Institutions under the Ministry

- National Youth Services Council
- National Youth Corps
- National Center for Leadership Development
- Small Business Development Division
- SMART Sri Lanka Institu (As per the Cabinet Decision No. Cab/21/0713/329) and dated 11.05.2021 this was moved under the Department of Manpower and Employment.

Chapter 2

Progress and Future Vision

2.1 Progress

2.1.1. Significant Achievements

- **Sportsmen and Sportswomen who had won international events**

Dinesh Priyantha won the first-ever Paralympic gold medal for Sri Lanka in the javelin throw event at the Tokyo Paralympic Games in Japan.

Dulan Kodithuwakku won the Paralympic bronze medal for Sri Lanka in the javelin throw event at the Tokyo Paralympic Games in Japan.

- **World Youth Championship 2021 - Chess**

At the final round of the 2021 Online FIDE World Cup Youth Championship, Oshini Dewnya Gunawardana of Sri Lanka was able to win the 2021 Junior Chess Tournament under age 10 category, beating Meghan Althiya Paragua of America.

- **Initial steps required to encourage every citizen for physical activities were taken with the commencement of programmes such as Cycling Sunday, Football Friday.**

- **Declaring the National Sports Day**

As per the decision No. Cab/21/0438/329/006 dated 30th March 2021, July 31st was declared as the National Sports Day

2.1.2 Challenges to the Financial and Physical Progress of the Development Projects/ Programmes

- Construction contracts – Consultation institution issues
- Limitations on raw materials and technical instruments faced by the entrepreneurs due to the import restrictions.
- Issues in identifying projects
- Due to the Covid -19 Pandemic;
 - Sales and financial issues faced by the small and medium scale entrepreneurs
 - Lack of space for sports trainings and difficulties in conducting events regularly.
 - Using 11 buildings of the National Youth Corps and National Center for Leadership Development as Covid Prevention Centres
 - Delays in construction activities due to the travel restrictions.
 - Complying with a decision made by the Cabinet of Ministers on the cabinet paper on the review of public finance during the year, the construction of synthetic running track in Torrinton, Maligapitiya and in five schools and the outdoor Crossfit Gymnasium were suspended.

2.1.3 Actions taken to overcome the above challenges

- Prioritising the development of talents of the sportmen and women.
- Identifying the projects that can be implemented within the prevailing conditions and revising the Action Plan accordingly.
- Introducing sales mechanisms for the small entrepreneurs (online methods) and providing opportunities financial facilities.

- Increasing opportunities and facilities for approaching online systems
- Establishing Learning Management Systems (LMS)
- Conducting sports trainings and physical activities following highly secured methods.

2.1.4 Progress of Development Projects/ Programmes

Name of the Programme	Amount Allocated - 2021 (Rs. Mn.)	Revised Provisions for the Year 2021 (Rs.Mn.)	Financial Progress as at 31.12.2021 (Rs.Mn.)	Financial Progress %	Physical Progress %
Development of Sports Infrastructure	763.00	323.00	23.10	7.15%	43%
Diyagama Mahinda Rajapaksha Sports Academy	850.00	305.00	180.00	59.02%	40%
Development of Infrastructure in Sports Schools (Archery and shooting courts)	145.00	100.00	2.30	2.3%	40%
Construction of 400 meter synthetic running track in Torrinton Sports ground *	500.00	150.00	-	0%	0%
Construction of 400 meter synthetic running track in Maligapitiya, Kurunegala*	500.00	150.00	37.59**	25.06%	0%
Construction of outdoor crossfit gym*	500.00	0.00	0.00	0%	0%
Development of infrastructure in rural sports schools **					
Total	3,258.00	1,028.00	242.99	23.64%	

* Construction of 400 meter synthetic running track in Torrinton and Maligapitiya, Kurunegala and the Construction of outdoor crossfit gym during the year were suspended in compliance with the financial revisions/ limitations.

** These projects are implemented by the Ministry of Rural and Sports Infrastructure Development.

National Sports Fund

The National Sports Fund has been established under the provisions of the Sports Act, No. 25 of 1973, with the objectives of encouraging the sportsmen and sportswomen in Sri Lanka, upgrading and developing sports and providing support and sponsorship for the said purposes. Paying a monthly nutritious allowance, giving prizes for the international level achievements, financing the sports clubs and federations and financing for the sports events are some of the main functions performed under the National Sports Fund. The provisions received from the Treasury and the National Lottery Board are the main financial sources for the National Sports Fund.

Signing Memorandums of Understanding with foreign countries

In analyzing the progress of the MOUs signed by the Ministry of Youth and Sports with various foreign countries, as at 31.12.2021 the Ministry has entered into 13 contracts with 13 countries regarding sports division and 11 contracts with 11 countries regarding youth division.



2.2 Future Vision

2.2.1 Expected Main Targets 20220-02026

- Decreasing youth unemployment to 12% through a consolidated approach.
 - Contribution of the sports economy to the Gross Domestic Production is USD 1000 million (GDP 1%)
- Increasing the participation in sports events that have the potential of achieving international level victories in 25% and increasing the number of Olympic and Commonwealth medals to 20.
- Encourage engaging in physical activity or sport of every citizen for a healthy community

2.2.2 Strategic Approach for the Youth and Sports Development (2022 – 2026)

- Corporate Approach
 - Restructuring the budget from the year 2022 in a corporate approach of all the institutions.
 - Introducing a common digital system in order to make the service providing mechanism of institutional tasks and clients more efficient.
 - Restructuring the institution
- Sports Division
 - Gradually increase the capital provision to talent development to 40%.
 - Targeting 5000 sports men and sports women for the development of sports talents
 - Development of island wide sports infrastructure into the international level.
- Youth Division
 - Implement the “Hope for Youth” national youth programme covering all the 25 districts
 - Developing 150,000 small scale entrepreneurs existing at present and creating 200,000 new entrepreneurs.
 - Establish a National Youth Fund and introduce a simple loan scheme for the investments of the young entrepreneurs.
 - Taking steps to develop the life skills of the youth community to match the local and foreign requirements.
 - Establish a Youth Data Bank to identify employment opportunities in the public and private sectors.

Signature of TAO

Chapter 3

Financial Statements as at 31.12.2021

3.1 Statement on Financial Performance

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

		Actual		ACA - F
Budget 2021 Rectified Rs.	Notes	2021 Rs.	Restated 2020 Rs.	
-	Revenue Receipts	-	-	
-	Income Tax	1	-	
-	Taxes on Domestic Goods & Services	2	-	ACA - 1
-	Taxes on International Trade	3	-	
-	Non Tax Revenue & Others	4	-	
-	Total Revenue Receipts (A)	-	-	
-	Non Revenue Receipts	-	-	
-	Treasury Imprests	1,392,141,000	1,528,285,811	ACA - 3
-	Deposits	7,584,476	116,231,294	ACA - 4
-	Advance Accounts	26,025,477	98,879,457	ACA - 5
-	Other Main Ledger Receipts			
-	Total Non Revenue Receipts (B)	1,425,750,954	1,743,396,562	
-	Total Revenue Receipts & Non Revenue Receipts C = (A) + (B)	1,425,750,954	1,743,396,562	
-	Remittance to the Treasury (D)	-	297,179,189	
-	Net Revenue Receipts & Non Revenue Receipts E = (C) - (D)	1,425,750,954	1,446,217,373	
Less: Expenditure				
-	Recurrent Expenditure	-	-	
795,423,000	Wages, Salaries & Other Employment Benefits	5	741,405,153	484,630,697
337,583,000	Other Goods & Services	6	155,474,845	187,409,484
2,458,520,000	Subsidies, Grants and Transfers	7	2,024,172,200	1,940,027,110
-	Interest Payments	8	-	-
775,500	Other Recurrent Expenditure	9	235,658	258,505
3,592,301,500	Total Recurrent Expenditure (F)	2,921,287,856	2,612,325,796	
Capital Expenditure				
53,208,000	Rehabilitation & Improvement of Capital Assets	10	34,414,083	41,256,479
1,879,435,000	Acquisition of Capital Assets	11	231,793,177	144,261,721
2,035,800,000	Capital Transfers	12	850,312,537	968,420,617
-	Acquisition of Financial Assets	13	-	-

		Actual		ACA - F	
Budget 2021 Rectified Rs.	Notes	2021 Rs.	Restated 2020 Rs.		
17,000,000	Capacity Building	14	4,727,958	7,193,929	
2,560,043,500	Other Capital Expenditure	15	624,087,467	345,744,261	
6,545,486,500	Total Capital Expenditure (G)		1,745,335,221	1,506,877,007	
	Deposit Payments		20,357,225	49,876,727	ACA - 4
	Advance Payments		28,936,737	80,635,711	ACA - 5
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		49,293,961	130,512,438	
	Total Expenditure I = (F+G+H)		4,715,917,038	4,249,715,241	
10,137,788,000	Balance as at 31st December J = (E-I)		(3,290,166,085)	(2,803,497,868)	
	Balance as per the Imprest Reconciliation Statement		(3,290,166,085)	(2,803,497,868)	ACA - 7
	Imprest Balance as at 31st December		-	-	ACA - 3
			(3,290,166,085)	(2,803,497,868)	

3.2 Statement on Financial Position

Statement of Financial Position As at 31st December 2021

		Actual	
	Notes	2021 Rs	2020 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA- 6	2,082,071,374	2,110,854,635
Financial Assets			
Advance Accounts	ACA - 5/5 (a)	81,247,743	78,160,986
Cash & Cash Equipments	ACA - 3	-	-
Total Assets		2,163,319,117	2,189,015,621
Net Assets / Equity			
Net Wroth to Treasury		(30,101,242)	(45,960,747)
Property, Plant & Equipment Reserve		2,082,071,374	2,110,854,635
Rent and Work Advance Reserve	ACA - 5 (b)		
Current Liabilities			
Deposits Accounts	ACA - 4	111,348,985	124,121,733
Unsettled Imprest Balance	ACA - 3	-	-
Total Liabilities		2,163,319,117	2,189,015,621

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 1 to ... 118 ... and Notes to accounts presented in pages from ... 119 to ... 147 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 Financial Statements , Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found in agreement .

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

.....
Chief Accounting Officer

Name :
Designation :
Date :

.....
Accounting Officer

Name :
Designation :
Date :

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

Name :
Designation:
Date :

3.3 Statement of Cash Flow

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

	Actual	
	2021 Rs.	Restated 2020 Rs.
Cash Flows from Operating Activities		
Total Inx Receipts	-	-
Fees , Fines , Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	53,926,281	38,549,030
Imprest Received	1,392,141,000	1,825,465,000
Recoveries from Advance	26,346,677	95,145,529
Deposit Received	7,472,366	39,460,675
Total Cash generated from Operations (A)	1,479,886,325	1,998,620,234
Less - Cash disbursed for :		
Personal Emoluments & Operating Payments	877,370,491	1,529,019,989
Subsidies & Transfer Payments	179,213,058	40,319,354
Expenditure incurred on behalf of Other Heads	17,851,521	(573,800,573)
Imprest Settlement to Treasury	-	297,179,189
Advance Payments	30,375,173	119,465,109
Deposit Payments	20,357,225	50,075,652
Total Cash disbursed for Operations (B)	1,125,167,467	1,462,258,720
NET CASH FLOW FROM OPERATING ACTIVITIES (C) = (A) - (B)	354,718,858	536,361,513
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	354,718,858	536,361,513
Total Cash disbursed for Investing Activities (E)	354,718,858	536,361,513
NET CASH FLOW FROM INVESTING ACTIVITIES (F) = (D) - (E)	(354,718,858)	(536,361,513)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G) = (C) + (F)	(0)	-
Cash Flows from Fianacing Activities		

	Actual	
	2021 Rs.	Restated 2020 Rs.
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 01 January	-	-
Closing Cash Balance as at 31 December	-	-

3.4 Notes on Financial Statements

3.5 Performance on Income Accumulation

(Rs.,000)

Income Code	Description of Income Code	Income Estimate		Accumulated Income	
		Original Estimate	Final Estimate	Amount	% of the Final Income Estimate
2002.01.01	House rents	160	295	242	
2002.02.99	Loan interest	750	2,600	3,060	117.69
2003.02.99	Vehicle usage	20	65	73	112.31
2003.03.02	Fines	10	5	0	0
2003.99.00	Other	13,500	3,300	12,162	368.54
2004.01.00	Widows and Orphans			33,551	
2006.02.01	Fixed Assests Sales	0		4,219	

3.6 Performance on the utilization of allocated provisions

(Rs.,000)

Provision type	Allocated provisions		Actual expenditure	Utilized provisions as a % of the finalized provision
	Original provision	Final provision		
Recurrent	3,264,535	3,592,301.5	2,921,288	27
Capital	4,539,050	6,545,486.5	1,745,335	81

3.7 In terms of FR 208

The grant of allocation for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

Ministry/ Department which received provision	Provision objective	Provision		Actual Provision (Rs.)	Provision utilized as % of the finalized provision of the final provision
		Original Provision (Rs.)	Original Provision (Rs.)		
Public Service Provincial Councils and Local Authorities	To pay salaries	49,120,000	53,089,000	53,089,000	29%
Department of Sports Development	National Sports Council Office	5,000,000	-	5,000,000	-
Department of Sports Development	Installing the CCTV system	1,604,427	-	1,604,427	100%
Department of Pensions	Advance B Acscout	1,105,508	-	1,067,634	96%

3.8 Performance of Reporting Non-financial Assets

Non Assets	Code Description	Balance as per Board of Survey Report as at 31.12.2021	Balance per financial Position Report as at 31.12.2021 (Rs.)	To be accounted	Reporting the Progress as a %
9151	Building and structures	526,088,747.28	627,945,649.20	-	-
9152	Machinery	792,235,812.75	504,204,728.34	-	-
9153	Lands	300	300	-	-
9154	Intangible Assets	351,120	426,120	-	-
9155	Biological Assests	0	0	-	-
9160	Work in Progress	792,178,654.86	959,494,576.47	-	-
9180	Leased assets	0	0	-	-

3.9 Report of the Auditor-General

Chapter 4

Performance indicators

4.1. Performance indicators of the Institute

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Successfully completed Sports Infrastructure (Development of Sports Infrastructure) ¹	-	-	43%
Diyagama Mahinda Rajapaksha Sports Academy ²	-	-	40%
Development of Infrastructure in Sports Schools (Archery and shooting)	-	-	40%
Construction of 400 meters long Synthetic Running Tracks at the Torrington Sports ground ³	-	-	-
Construction of 400 meters long Synthetic Running Tracks at the Kurunegala Maligapitiya Sports ground ³	-	-	-

- 1 The project for the construction of synthetic running tracks in 05 sports schools have been suspended according to the decision of the Cabinet of Ministers for the Cabinet Paper presented in respect of the review of public funds.
- 2 New projects were not initiated as the project plan is reviewed again and only the implemented project activities are carried forward.
- 3 The construction of the 400 meter long synthetic running tracks in the Torrington and Kerunegala Maligapitiya sports grounds have been suspended in compy with the financial revisions/ limitations during the year.



Chapter 5

Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Development Goals

Goal/ Objective	Target	Achievement Indicator	Progress of Achievements		
			0% - 49%	50% - 74%	75%- 100%
03. Ensuring healthy lives and promoting the welfare of all persons in every age	Reduce the number of the premature deaths due to non-commutable diseases by the year 2030 by one third either by treatment or preventive measures and promote mental health and wellbeing.	Successfully completed sports infrastructure	-	59%	-
	Preventive measures on the use of liquor and dangerous drugs in a harmful manner and strengthening the treatments.		-	59%	-
04. Ensure a complete, fair and quality education and providing educational opportunities to all for their lifetimes.	Increasing a significant number of youth and elders who are competent with requisite technical and professional qualifications to suit suitable employment and entrepreneurship by the year 2030.	Development of sports, education and capacity.	-	50%	-

5.2 Describe the achievements and challenges in fulfilling the sustainable development goals.

Chapter 6

Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies/ Excess
Senior	31	20	11
Tertiary	4	2	2
Secondary	190	137	53
Primary	60	34	26
	285	193	92

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

Lack of human resources leads to inefficient and ineffective performance of duties in the Institute.

6.3 Human Resource Development

Name of the Programme	Trained Cade	Duration of the Programme	Total Investment (Rs.'000)		Nature of the Programme (Local/ Foreign)	Outcome/ Acquired knowledge*
			Local	Foreign		
Awareness programme for the officers on office procedures and file management	81	01 day	-	-	Local	Knowledge on maintaining files and his/ her conduct at the workplace.
Awareness programme for the officers on the management of public finance.	67	01 day	-	-	Local	Basic knowledge on management of public finance and

Chapter 07

Compliance Report

	Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Complied		
1.2	Public Officers' Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not relevant		
1.4	Stores Advance Accounts	Not relevant		
1.5	Special Advance Accounts	Not relevant		
1.6	Other	Not relevant		
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied		
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Complied		
2.6	Maintain and update the cheques and money ordering registry.	Complied		
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Not relevant		
2.10	Maintain and update the liability registry.	Complied		

	Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Not relevant		
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied		
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4	Planning annually			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan	Complied		
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Complied		
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied		
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Complied		

	Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
6.2	Replying to all audit report within a one month period.	Not complied.	Answers to three internal audit reports presented have been received within a month. Answers to 28 inquiries have been delayed for more than a month.	Steps will be taken to make this matter known at the Audit and Management Committee and expedite the process to provide answers.
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Complied		
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Complied		
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Complied		
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General.	Complied		

	Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Complied		
8.3	According to Public Finance Circular No. 05/2016, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Not relevant		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.	Complied		
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied		
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Complied		

	Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Complied		
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Not complied		
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Complied		
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Complied		
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Complied		
13.2	Maintain and update the control account for the common deposit.	Complied		
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Complied		

Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
14.2 Settling the Ad hoc Sub Imprest issued as per FR 371 within a one-month period after the completion of the said task.	Complied		
14.3 The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R.371	Complied		
14.4 Reconciling the balance of the imprest account with the Treasury books.	Complied		
15 Income Account			
15.1 Making re-payments from the accumulated income as per the relevant regulations.	Not relevant		
15.2 Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Complied		
15.3 Submitting the outstanding income reports to the Auditor General as per FR 176.	Not relevant		
16 Human Resources Management			
16.1 Maintaining the staff within the limits of the approved staff.	Complied		
16.2 Providing duty lists to all the staff members in writing.	Complied		
16.3 As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17 Providing information to the Public			
17.1 An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2 Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		

Related Requirement	Compliance Status (Comply/ Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
17.3 Submitting reports annually or bi-annually as per Sections 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	Complied		
19.4 A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20 Responses Audit Paragraphs			
20.1 The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



National Centre for Leadership Development

This Centre was established on 03rd October 1985 when the late Hon. President R. Premadasa was holding the office of Prime Minister at the premises of the 85th Gam Udawa exhibition using the buildings constructed for the Gam Udawa consisting of 35 acres of land, with the objective of training village leaders for creating a committed, interested village community with the belief of initiating village leadership from its basis. (At present the International Centre for Training Village Leaders is called and known as the National Centre for Leadership Development.)

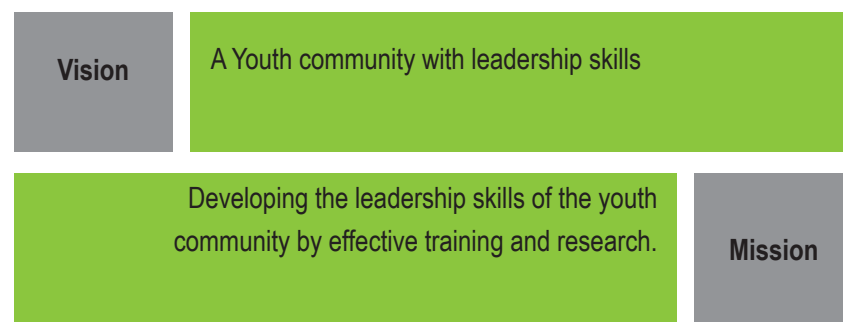
Institute Profile/ Summary of Implementation

1.1 Introduction

The Institution has the capacity of providing residential facilities to around 280 persons (including 11 air-conditioned rooms) while there is a fully equipped and air-conditioned seminar hall with the seating capacity of 300 and another three lecture halls (with seating facilities of 50 and 75 respectively) and a fully facilitated canteen with seating facilities to 120 persons.

At present, a number of leadership programmes are conducted by this Centre for the rural leaders and government officers and from the year 2022 it has been planned to transfer the Institute into a self-financed institute and introduce fee levying programmes instead of completely free of charge programmes. At the same time, the Institution earns a significant amount of revenue by providing food, accommodation, lecture hall facilities and training programmes for the training programmes of the external institutions.

1.2 Vision and Mission



Objectives

- Introduce and Implement quality, timely training programmes for the leadership and personality development of the youth community.
- Creating a youth generation who are capable of career success and spiritual capital.
- Creating a youth community with the ability to take creative, effective, decisions with mutual understanding for the development of the country.
- Conduct training programmes for the youth community that contribute to a peaceful, reconciled society in a manner those safeguards the ethnic, religious and cultural harmony.
- Guiding the youth community for the leadership of the community.
- Provide training and research relevant to the leadership development of the youth community.
- Implement as a training centre for providing the national training needs.

1.3. Main Functions

Conduct internal training programmes

S.N.	Name of the Programme	No. of Training Programmes		Number of Trainees	
		T	A	T	A
01.	Leadership Training Programmed for the Development Officers	21	08	1050	299
02.	Leadership Training Programmed for the Management Services Officers	03	01	150	35
03.	Leadership Training Programmed for the Grama Niladaries	08	03	400	106
04.	Leadership Training Programmed for the Monitors of the Youth Societies	10	09	450	365
05.	Leadership Training Programmed for the Small Scale Food Processors	04	01	150	19
06.	Leadership Training Programmed for the Prefects	04	01	200	45
07.	Leadership Training Programmed for the Local Authority Representatives	03	01	150	31
08.	Entrepreneurship development Programme	02	02	100	139
Total		55	26	2650	1039

- Conducting Workshops for preparing new programmes after reviewing programmes.

S.N.	Name of the Programme	No. of Programmes	Number of Trainees
01.	Entrepreneurship development Programme	01	60
02.	Youth Leadership Development Programme	02	60
Total		03	120

- The Publications and Promotion Division has conducted several programmes.
 - Purchasing books (235) to be used by the trainees and the staff of the Institute.
 - Producing 04 video programmes.
 - Producing an audio on meditation programmes.
 - Conducting a literature appreciation programme. (with the participation of Mr. Mahinda Prasad Masimbula)
- Providing facilities to conduct trainings of the public and private institutions.



1.4 Organization Chart

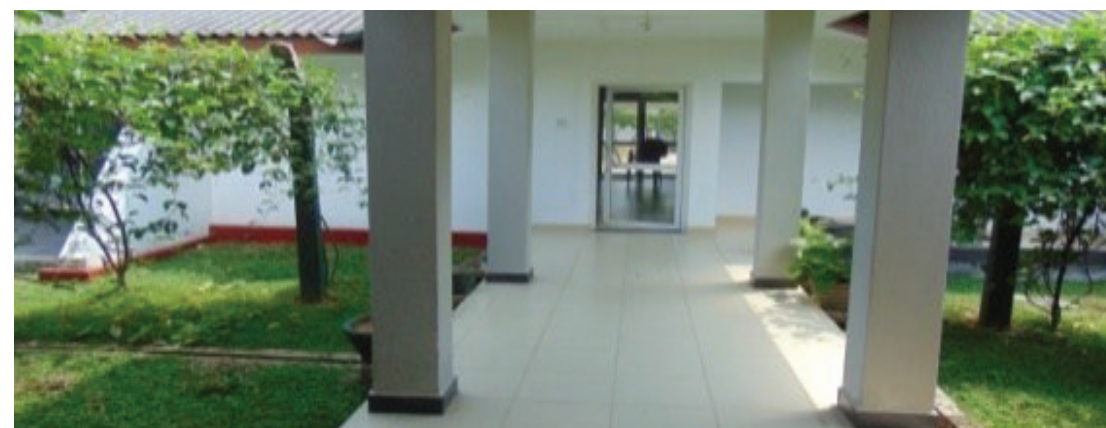
- Annexure 02

1.5 Departments/ Main Sections of the Department under the Ministry/ Divisional Secretariats under the District Secretariates

- Not relevant.

1.6. Institutions/ Funds under the Ministry/ Departments/ Provincial Councils

- Not relevant



Progress and Future Visison

2.1 Progress

2.1.1 Targets achieved as at 31.12.2021

- This Institution has in the year 2021, incurred an amount of Rs. 27,479,544.96 for repairing and purchasing buildings, office equipment, vehicle and machinery and has incurred an amount of Rs. 4,018,859.52 for conducting training programmes for 1121 trainees at 28 leadership training programmes implemented as planned by this Institution with the participation of government officers, members of youth societies, small scale food processors, prefects, local authority representatives targeting entrepreneurship development at regional level and has incurred an amount of Rs. 4,018,859.52 for purchasing books and and has incurred an amount of Rs. 245416.00 for 87 officers at two staff training programmes.
- An amount of Rs. 692,851.10 earned from providing facilities and selling the crop of foods from the programmes implemented by the external institutions has been credited to the government revenue as at 31.12.201.

● Progress of the development programmes

S.N	Name of the Programmes	Allocated Amount Rs. Mn.	Revised Provisions as at 31.12.2021	Financial Progress as at 31.12.2021	Financial Progress as at 31.12.2021 %	Physical Progress as at 31.12.2021 %
01	Bulidings and constructions	18.5	18.5	16.78	91%	100%
02	Machines and Machinery	1	0.5	0.48	96%	100%
03	Vehicles	1.3	1.3	1.03	79%	95%
04	Furnityre and Office Equipment	4.2	4.2	4.2	100%	100%
05	Machines and Machinery	2	2	1.993	100%	100%
06	Staff Training Programmed	2	0.509	0.3454	68%	100%
07	Leadership Development Training Programmes	8.46	5.052	4.02	80%	85%

2.1.2. Targets Achieved in the year 2021

- Winning a Merit Award at the National Productivity Awards Competition.
- Introducing new programmes.
 - Conducting a local authority training programme (31 trainees).
 - Was able to launch two district level entrepreneurs empowering training programme for the first time. 180 trainees at 02 workshops)
- Was able to complete the renovation of 07 buildings out of 12 buildings and 02 auditoriums in short period of time of three months that were used as Covid Treatment Centres (that were suspended due to the delays in the procurements in the Provincial Engineering Office).
- Preparing a new programme “Youth Leadership Programmed for the Future (අනාගතයට සූදානම් කරණ නායකත්ව වැඩසටහන)” for the youth leadership development.

2.1.3. Challenges

- Suspension of the training programmes due to the Coved 19 Pandemic.
- Using the institute premises for establishing a treatment centre for the Coved 19 patients.
- Delapidated condition of the buildings used as a treatment centre for the Coved 19 patients and the existing buildngs needed to be repaired.
- Delay in constructions and repairs due to the delay in procurement made by the Provincial Engineering Office.
- Not updating the training courses.

2.1 Future Targets

- Leadership Skills Development Programmes under the Government provisions (annual)
 1. Providing training to 700 youths at 14 Leadership Development programmes.
 2. Providing training to 4200 entrepreneurs at 56 district level programmes.
 3. Training 300 young officers in the public sector.
- Leadership Skills Development Programmes under the fee-levying policy (Annual)
 1. Training 1000 officers in the public and private sectors.
 2. Training 2000 youth leaders.
- Fee levying programmes through the resources of the Institute. (annual)
 1. Earning income through hiring the hostels, auditoriums, centre premises and canteen belonging to the Institute.
 2. Earning income through selling training programmes.
- Programmes on the Development of the Human Resources of the Institute
 1. Developing the skilled staff to an academic staff.
 2. Obtaining contribution from the external resource persons depending on the training requirements.
 3. Obtaining contribution from the external resources through the establishment of MOUs with the private sector and universities.
- Renovating and Upgrading the physical resources of the Institute
 1. Renovating the existing hostels
 2. Upgrading the existing lecture halls
 3. Renovating the existing lecture halls
 4. Improving the facilities at the Institution canteen and kitchen
 5. Establish a vollyball court

Chapter 03

Total Financial Performance for the Year ended as at 31st December 2021

3.1 Statement of Financial Performance

ACA-F

For the year ended as at 31st December 202a Statement of Financial Performance

Budget 2021	Note	Actual	
		Re-adjusted	
Rs.		2020 Rs.	2021 Rs.
Income receivables		3,054,548	4,452,852
Income tax	1	-	-
Tax on Local Goods and Services	2	-	-
Tax on International Trade	3	-	-
Non-Tax Income and Other	4	3,054,548	4,452,852
Total Revenue Receivables (a)		3,054,548	4,452,852
Non-Revenue Receivables		86,780,557	75,756,139
Treasury Imprest		81,628,989	70,704,000
Deposit		2,157,278	3,051,035
Advance Accounts		2,994,290	2,001,104
Other receivables		-	-
Total Non-Revenue Receivables (b)		86,780,557	75,756,139
Total Revenue Receivables and Non- Revenue Receivables c = (a)+(b)		89,835,105	80,208,991
Transfers to Treasury (d)		-	-
Net Income receivables and Non-Revenue Receivables e = (c)-(d)		89,835,105	80,208,991
Less: Expenditure			
Recurrent Expenditure		-	-
39,500,000 Salaries, wages and other employee benefits	5	36,257,100	37,057,410
30,890,000 Other goods and Services	6	21,582,861	17,020,233
300,000 Subsidiary, grants and Transfers	7	153,952	154,656
- Interest payments	8	-	-
- Other Recurrent Expenditure	9	-	-
70,690,000 Total Recurrent Expenditure (d)		57,993,913	54,232,299
Capital Expenditure			
20,800,000 Capital Assets Rehabilitation & Improvements	10	18,286,604	12,266,432
6,200,000 Acquisition of Capital assets	11	6,192,941	1,836,937

Budget 2021	Note	Actual	
		Re-adjusted	
Rs.		2020 Rs.	2021 Rs.
- Capital Transfers	12	-	-
- Acquisition of Capital assets	13	-	-
2,000,000 Skills development	14	345,417	252,261
8,460,000 Other capital Expenditure	15	4,018,860	1,869,623
37,460,000 Total Capital Expenditure (g)		28,843,822	16,225,253
Deposit payments		1,154,430	2,718,022
Advance Payments		1,762,940	6,542,829
Payment of other Main Ledger Accounts		80,000	-
Main Ledger Expenditure (h)		2,997,370	9,260,851
Total Expenditure g = (d+e+f)		89,835,105	79,718,403
Balance as at 31 st December 2021 h = (c-g)		89,835,105	79,718,403
Balance as per the Imprest Balance		-	490,588
Imprest Balance as at 31 st December		(0)	490,588

3.2 Statement on Financial Position

ACA-P

As at 31st December 2021 Statement on Financial Position

		Actual	
	Note	2021	2020
		Rs.	Rs.
Non-Financial Assets			
Property, plant and equipment	ACA-6	16,779,284	10,586,342
Financial Assets			
Advance Accounts	ACA-5/5(A)	14,335,823	14,225,581
Cash and Cash Equivalents	ACA-3	-	-
Total Assets		31,115,107	24,811,923
Net Assets/ Equity			
Net Assets to Treasury			
Property, plant and equipment Reserve		29,360,148	24,059,811
Rent & Work Advance	ACA-5(B)		
Current Liabilities			
Deposit accounts	ACA-4	1,754,959	752,112
Imprest Balance	ACA-3	-	-
Total Liabilities		31,115,107	24,811,923

Account information presented in formats from ACA 1 to ACA 6 in pages ... to ... and account note details presented in pages to are parts of this final account. These financial statements have been prepared according to the recognized accounting principles and whereas most appropriate accounting policies are used as disclosed in the Notes to the Financial Statement and it is hereby certified that figures in the final account above, relevant account notes and other account details were reconciled with the Treasury books of account and found to be agreed with them.

It is hereby certified that the reporting institute has an effective internal control system for the administration of finance and regular reviews are conducted to oversight the efficacy of the internal control system and make adjustments required for the efficient implementation of the said system.

Chief Accounting Officer

Name :
Designation :
Date :

Accounting Officer

Name : ABM Ashrath
Designation : Director
Date : 25.02.2022

Chief Financial Officer/ Chief Accountant

Director (Finance)/
Commissioner (Finance)
Name :
Designation :
Date :

3.3 Statement of Cash Flow

ACA-C

for the year ended as at 31st December 2021 Statement of Cash Flow

	Actual	
	2021 Rs.	Re-adjusted 2020 Rs.
Cash Flows from Operating Activities		
Total Tax Receivables	-	-
Charges, penalties, fines and licenses	17,882	2,051
Profit	-	-
Non-revenue receivables	692,857	1,081,887
Revenue accumulated for other Heads	-	-
Imprest receivables	81,628,989	70,704,000
Recover of Advances	400	16,238
Deposit Receivables	471,461	2,667,980
Cash Flow generated from operational activities (a)	82,811,588	74,472,156
Less: Cash disbursements		
Personal emoluments & operational payments	50,808,737	48,495,463
Subsidiary & transfers	-	-
Expenditure on other Votes	-	-
Imprest settlement to the Treasury	-	490,588
Advance payments	1,762,940	6,465,349
Deposit Payments	1,154,430	2,795,502
Cash Flow spent for the Operational Activities (b)	53,726,107	58,246,902
Net cash flow generated from operational activities (c)=(a)-(b)	29,085,481	16,225,254
Cash Flows generated from Investment Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds and Sale of Physical Assets	-	-
Recoveries from sub loans	-	-
Cash Flow generated from Investing Activities (d)	-	-
Less: Cash disbursement		
Construction or purchase of physical assets & acquisition of other investment	29,085,481	16,225,254
Total Cash Flow spent for investment activities (e)	29,085,481	16,225,254
Net Cash Flow generated from investment activities (f)=(d)-(e)	(29,085,481)	(16,225,254)
Net Cash Flow from operation & Investment activities (g)=(c) + (f)	-	-
Cash Flows generated from Financial Activities	-	-
Local borrowings	-	-
Foreign borrowings	-	-
Grant received	-	-

	2021 Rs.	Actual Re-adjusted 2020 Rs.
Total cash flow from Financial Activities (h)	-	-
Less: cash disbursements		
Repayment of local borrowings	-	-
Repayment of foreign borrowings	-	-
Deposit payments	-	-
Total cash flow generated from Financial activities (j)=(h)-(i)	-	-
Net movement in Cash (k) = (g) -(j)	-	-
Opening Cash balance as at 01 st January	-	-
Closing cash balance as at 31 st December	-	-

3.4. Notes to the Financial Statements

- Statement on Loss and Alienations
- Statement on write off
- Statement on Liabilities
- Statement on Debits - (i)
- Statement on Debits - (ii)
- Statement on Ownership to the Foreign grants that can be Reimbursed Statement on Lost Vouchers

3.5. Performance on Revenue collection

Rs. ,000					
Revenue Code	Description of the Revenue Code	Revenue Estimate*		Accumulated Revenue	
		Original Estimate	Final Estimate	Amount (Rs.)	As a % of the Final Revenue
2002.01.01	Rent from State buildings	-	-	189,950.00	-
2002.02.99	Other	-	-	542,962.00	-
2003.99.00	Other Receivables	-	-	712,093.00	-
2004.01.00	Central Government	-	-	1,609,544.00	-

* Revenue Estimates are not prepared.

3.6 Performance on the utilization of allocated provisions

Rs. ,000				
Description	Allocated provision (Rs. Mn.)		Actual Expenditure	Utilized provisions as a % of the finalized provision
	Original Provision	Final Provision		
Recurrent Expenditure	70,770	58,390	58,073.91	99%
Capital Expenditure	37,460	32,061	28,843.82	90%

3.7 In terms of FR 208, the grant of allocation for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

- There are no donations or other receivables.

3.8 Performance of Reporting Non-financial Assets

Rs. ,000					
Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2021	Balance per financial Position Report as at 31.12.2021	To be accounted	Reporting the Progress as a %
9151	Building and structures	5	5	-	-
9152	Machinery	16,773.98	16,773.98	-	-
9153	Lands	0.3	0.3	-	-
9154	Intangible Assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Work in Progress	-	-	-	-
9180	Leased out assets	-	-	-	-

Performance indicators

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%
Number of training programmes*	-	-	-
Number of beneficiaries**	-	-	-

* It was unable to reach the expected percentage due to the Covid 19 Pandemic. During the year 2021 only an outcome percentage of 47% could be achieved.

** It was unable to reach the expected percentage due to the Covid 19 Pandemic. During the year 2021 only an outcome percentage of 39% could be achieved.



Performance of the achieving Sustainable Development Goals

5.1 Identified respective Sustainable Development Goals

Objective	Target	Achievement Indicator	Progress of Achievement		
			0% - 49%	50%- 74%	75%- 100%
Assure the reception of an education intergrated with the society and Promote educational opportunities for the whole life.	Developing the human and physical resources	Accessibility to the clients	49%	-	-
	Empowering the human resource, leadership skills	Commitment to the service	49%	-	-
Provide infrastructure, promote intergration and sustainable industrialization and Encourage innovation	Establish a quality public service	Achieving team goals	49%	-	-

5.2 Summarize the Achievements and Challenges of the Sustainable Development

- Achievemnets**
 - A new canteen was constructed for the Pahala Sewana hostel in order to conduct the training programmes for the year 2021 and the facilities at the Centre were improved to provide services to 40 trainees.
 - Was able to secure a merit award at the 2020 National Productivity Awards.
 - Introducing new programmes.
 - Conducting a training programme at the provincial level (31 trainees).
 - It was able to launch two entrepreneurs empowering training programmes at district level for the first time. (180 trainees at 02 workshops)
 - Preparing a new programme "Youth Leadership Programmed for the Future (අනාගතයට සුදානම් කරණ නායකත්ව වැඩසටහන)" for the youth leadership development.
- Challenges**
 - Covid 19 Pandemic
 - Training programmes had to be suspended due to the travel restrictions imposed for the whole country from 16th March 2020 to May 2020 2020.
 - It was unable to conduct training programmes as public gatherings were unlawful acts under the quarantine laws.
 - From October 2020 this centre was assigned to the Health Ministry as a Covid Treatment Centre.
 - Due to these circumstances around 85% of the extent used for training purposes had to be utilized as a Covid Treatment Centre. The hostels, lecture halls, quarters and other buildings in this premises could not be utilized for the training purposes.
 - The lack of provisions.

Human Resource Profile

6.1. Cadre Management

	Approved Cadre	Existing Cadre	Vacancy /(Excess)**
Senior	06	03	03
Tertiary	01	01	-
Secondary	26	23	03
Primary	33	22	11

6.2 ** Briefly mention the impact of the shortage or excess in human resources for the performance of the Fund.

- Disturbance to the efficient management of the Institute.

6.3 Human Resources Development

Name of the Programme	Number of Trained Employees	Duration of the Programme	Total Investment (Rs. 000)		Nature of the Programme	Output/Acquired knowledge
			Local	Foreign		
Staff training	87	04 days	0.3454	-	Local	Preparing the Institute Strategic Plan

Explain in brief how the training contributes to the performance of the Institute.

The performance of this Institute depends on the training programmes implemented by the Institute and achieving the expected outcomes from the training programmes within the due time periods is important for the performance.

Compliance Report

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Complied		
1.2	Public officers" Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied		
1.4	Stores Advance Accounts	Not Complied		
1.5	Special Advance Accounts	Not Complied		
1.6	Other	Not Complied		
2.	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied		
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Complied		
2.6	Maintain and update the cheques and money ordering registry.	Complied		
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Maintain and update the liability registry.	Complied		
2.11	Register of Counterfoil Books (GA – N20)has been maintained and update	Complied		
03	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4.	Preparing annual plans			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan	Not Complied	Internal Audit Division of the Ministry is doing the internal auditing.	
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied	Complied	
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Complied	Complied	
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied		
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Not Complied		
6.2	Replying to all audit report within a one month period.	Not Complied		
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Not Complied		
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Not Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Not Complied	Participated in Audit and Management committees conducted by the Ministry.	
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General.	Complied		
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Complied		
8.3	According to Public Finance Circular No. 01/2020, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Complied		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.	Not Complied	Not disposed.	
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Not Complied	No leased out vehicles	
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Complied		
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Complied		
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Complied		
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Complied		
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Complied		
13.2	Maintain and update the control account for the common deposit.	Complied		
14	Impress Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Complied		
14.2	Settling the Ad hoc Sub Imprest issued as per FR 371 within a one month period after the completion of the said task.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
14.3	The ad-hoc sub imprest had been issued exceeding the limit approved as per F.R.371	Complied		
14.4	Reconciling the balance of the imprest account with the Treasury books.	Complied		
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Complied		
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Not Complied	Necessary action taken to correct after discussion with the Treasury.	
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not relevant		
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Not Complied	Requests have been made under FR 71 for creating new posts for an additional staff assigned by various Ministries from 2013.	
16.2	Providing duty lists to all the staff members in writing.	Complied		
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		
17.3	Submitting reports annually or bi-annually as per Sections 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	Not implemented		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responding to Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		





Small Enterprises Development Division

The Small Enterprises Development Division implemented under the Ministry of Youth and Sports performs its duties with the objective of creating a dignified youth community who can actively contribute to the economy of the country and is acting as a pioneer government institutions for creating an entrepreneur culture within the Sri Lankan context.

Commenced in the year 1982 under the Ministry of Youth Affairs and Employment, this Division has rendered its services for a period exceeding four decades. The Division that covers the whole Island, has established its workforce of 1048 institutional and field staff.

Institute Profile/ Summary of Implementation

1.1 Introduction

The Small Enterprises Development Division expanded its services at District Secretariats in 17 districts of the island from its inception to the year 2013 and marking a significant milestone in its journey in 2014, established another five District Offices covering the North and East Provinces by the year 2018, the Division was able to perform its functions covering all the districts in the country. With the recruitment of Development Officers, it was able to assign them to the Divisional Secretariats and at present, the entrepreneurship work are performed by employing the officers at the grass-root levels.

All the activities of the district offices are performed under the supervision of the head office of the Small Enterprises Development Division situated at No. 420, Bauddhaloka Mawatha, Colombo 07 and all the District Officers perform oversight duties of the enterprises development services through the Divisional Secretariats of their respective districts.

1.2 Vision, Mission and Objectives of the Institutions

Vision

Entrepreneurship and Small Enterprises Development for sustainable growth.

Provide maximum contribution for the National development in Sri Lanka

Mission

- Motivate unemployed youth to access field of enterprises
- Enhance entrepreneurial capabilities in youth
- Improve efficiency and productivity of enterprises
- Provide supportive services for development of enterprises

Objectives

- To create “Local Entrepreneurial Culture” through the development of entrepreneurial capabilities in youth
- To generate job opportunities and uplift living standards of youth through identification of new enterprise opportunities and guide to start enterprises
- To generate more job opportunities and increase income level in youth through improving the efficiency and productivity of youth’s enterprises.
- To provide active contribution to ensure the effectiveness and consistency of micro and small enterprises

1.3. Main Functions

The main functions of the The Small Enterprises Development Division are to,

- Encourage persons to initiate enterprises and assist them in opening enterprises.
- Develop the existing enterprises through the intervention for resolving the issues faced by the entrepreneurs in running their business.

The functions of the The Small Enterprises Development Division have been structured under the following fields in comply with the recommended national policy framework for the small and medium enterprises. Division have been framed under the following fields in accordance with the recommended national policy on small and medium business enterprises.

- Support for Enabling Environment for SMEs
- Development of Entrepreneurship and Skills
- Promotion of Marketing Facilities
- Technology and Innovation
- Approach to Financial Facility and Coordination of assisted services
- Business consultation
- Research and Development



1.4 Organization Chart

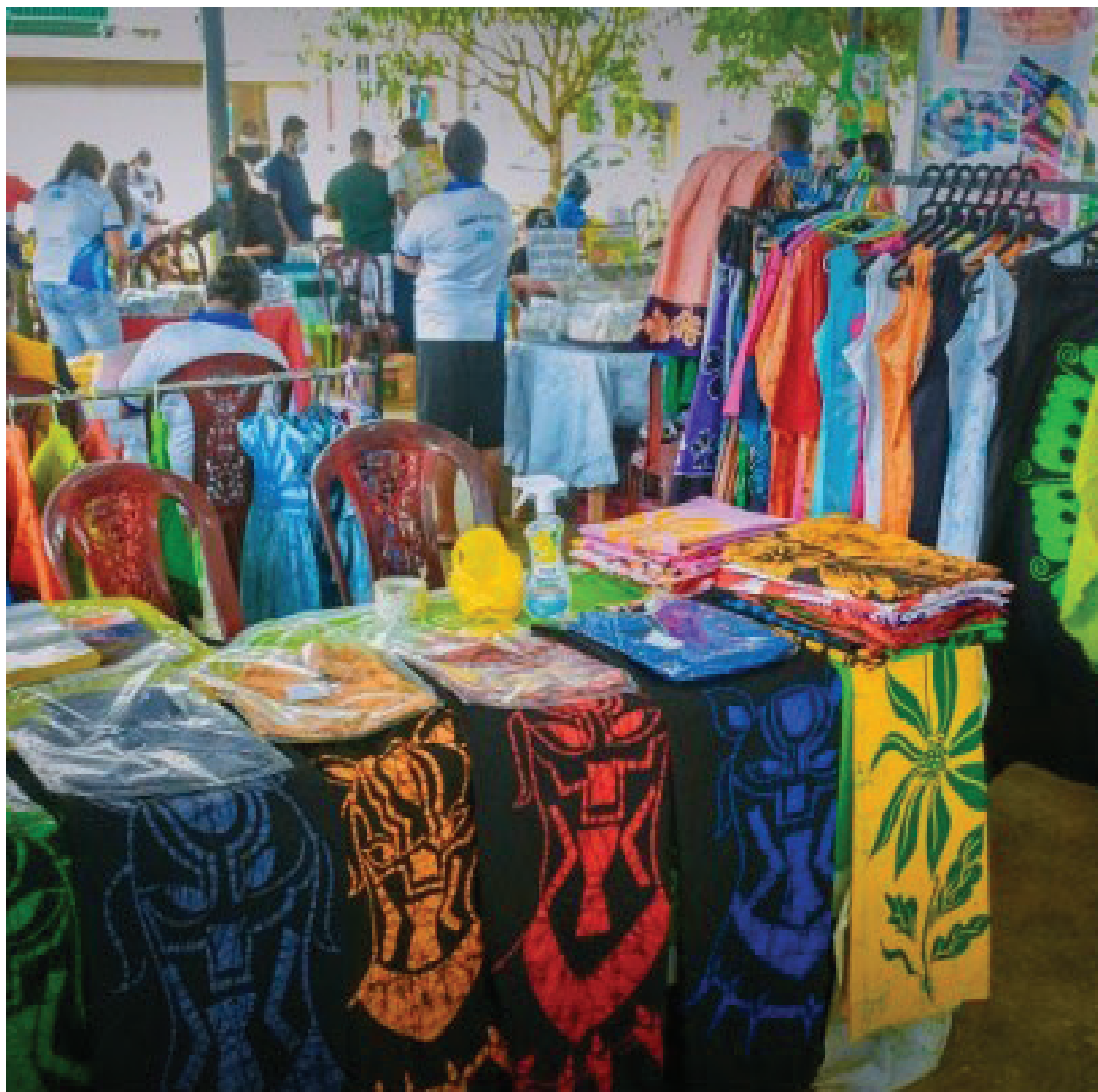
Annexture 03

1.5 Departments/ Divisions under the Ministry and Divisional Secretariats under the District Secretaries

The Small Enterprises Development Division, operating under seven sections, has established the following units under the head office to render the maximum service for the development of small enterprises.

- Entrepreneurship development Unit
- Sales development Unit
- Finance and Assisted Services Unit
- Technical and Innovation Unit
- Consultation Services Unit
- Research and Development Unit
- Administration and Human Resource Development Unit
- Accounts Division

District offices have been established at every District Secretariat in the country for implementing the entrepreneurship development activities within the whole island and Regional Offices have been established at every Divisional Secretariat after assigning Development Officers into those offices.



Chapter 02

Progress and Future Vision

2.1 Progress

S.N.	Main Programmes	Participation	Expenditure (Rs. Mn)
01	Entrepreneurship Skills development • Awareness and development of attitudes • Generating Business ideas • Entrepreneurship development training • Business management training	40,901	3,942,198.44
02	Technology and Innovation • Technical trainings • Product quality development • Information Technology	22,200	4,354,538.55
03	Development of Sales Facilities • Analyzing sales requirements • Building sales relations • Sales stalls and exhibitions	111,136	17,867,831.04
04	Finance and Assisted Services • Notes on transactions • Costing • Preparing Business Plans • Awareness on business laws and rules and resolving issues	24,882	7,582,961.26
05	Business consultation • Identify suitable persons for business consultation • Analyzing the position of the business selected for consultation • Solving business Issues • Business follow up services	1,699	842,542.48
06	Research and Development • Register the data on small and medium enterprises in the system • Analyzing the status of the business • Capacity development of the officers • Conducting progress analyzing programmes	12,931	3,021,017.98
Total		113,749	37,611,089.75

2.2 Issues and Challenges in maintaining services during the Covid 19 Pandemic

- Inability to conduct training programmes with practical activities.
- Inability to observe and follow up enterprises.
- Inability to conduct trade fares as planned.
- Inability to obtain services required for the entrepreneurs as state institutions and banks had not operated in the proper manner.

Issues related to Human and Physical Resources

- Inadequate infrastructure facilities for the Head Office and the district offices.
- Inadequate space for the head Office.
- Lack of field experience for the majority of the new officers.
- Available vehicles are not in a suitable position for driving. (lack of roadworthiness)

2.3 Actions Taken to Overcome the Challenges

- Conducting the planned programmes via the online system.
- Establish sales facilities through the creation of trade relations.
- Paying attention for individual consultation for resolving trade issues.
- Coordinating the services required for entrepreneurs in collaboration with the Cost of Living Committee.

2.4 Future Targets and Plans

- Promoting trade ideas for the programmes implemented by various institutions.
- Implement the Business Ideas Bank for introducing new trends and new business ideas.
- Prepare the digital directory including the information on the products of the small entrepreneurs.
- Provide services necessary to upgrade the quality of products (accreditation, new technology, packaging)
- Providing financial facilities, Establish financial literacy and discipline.
- Conducting programmes through the Learning Management System (LMS).
- Encouraging the youth to special projects that can be initiated with local materials and technology.
- Implement the enterprises consultation matters.
- Maintain and update the information system of the facilitators for the enterprises.
- Conducting surveys related to the enterprises.
- Capacity development of the officers

Signature of the Head of the Institute

Chapter 03

Overall Financial Performance of the Year

3.6 Performance on the utilization of allocated provisions

Description	Allocated provision		Actual Expenditure (Rs. Mn.)	Utilized provisions as a % of the finalized provision
	Original provision (Rs. Mn.)	Final provision (Rs. Mn.)		
Recurrent	660.238	627.4	597.685	95.26
Capital	222.7	67.841	40.334	59.45

3.8 Performance of Reporting Non-financial Assets

Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2021	Balance per financial Position Report as at 31.12.2021	To be accounted	Reporting the Progress as a %
9152	Machinery		3039		



Chapter 04

Performance indicators

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%
Commencing new business			63.75%
Develop existing business		87.71%	
Providing financial facilities	114.52%		
Registration of business			42.02%
Establishing marketing relations			39.93%
Business consultation	98.55%		

Chapter 05

Performance on Achieving the Sustainable Development Goals (SDG)

5.1 Indicate the recognized Sustainable Development Goals.

Goal 08 – Promotion of a full, complete and a sustainable economic development, full efficient and favourable employment for all

Goal/Objective	Target	Achievement Indicator	Progress on Achieving the Goals		
			0 - 49%	50% -74%	75% -100%
8	6	Commencing new business		63.75%	
		Develop existing business			87.41

Chapter 06

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancy /(Excess)
Senior	44	39	5
Tertiary	151	113	38
Secondary	920	847	73
Primary	70	48	22

6.2 Briefly explain the impact of the shortage or excess in human resources for the performance of the institute.

- Shortage of Entrepreneurship Development training officers (tertiary level)

It has been challenging to achieve the expected performance in the districts where only a limited number of Entrepreneurship Development training officers are serving as such officers are assigned with a higher amount of work load.

6.3 Human Resource Development

Name of the Programme	Trained Cadre	Duration of the Programme	Overall Investment (Rs.)		Nature of the Programme (Local/ Foreign)	Output/Acquired Knowledge
			Local	Foreign		
Entrepreneurship development, Digital marketing and Enterprise consultation	105		2,782,500.00	-	Local	Knowledge on Entrepreneurship development, Digital marketing and Enterprise consultation
Enterprises consultation	980		60,000.00	-	Local	Knowledge on business consultation
Nucleus Team Management	924		-	-	Local	Knowledge on Nucleus Team Organization
Financial Literacy	86		91,825.00	-	Local	Knowledge on Financial Literacy
Costing and Accounting, Business Planning	1100		599,940.00	-	Local	Knowledge on Costing and Accounting, Business Planning
Establishment matters, Accounting and other training	340		830,776.00		Local	Knowledge on Establishment matters, Accounting and other training
Foreign Training Programme (Other)	04		-	-	Foreign	

Name of the Programme	Trained Cadre	Duration of the Programme	Overall Investment (Rs.)		Nature of the Programme (Local/ Foreign)	Output/Acquired Knowledge
			Local	Foreign		
Business Incubation Management 2021	04		-	-	Foreign	Knowledge of Business Incubation Management
Total			4,365,041.00			



Chapter 07

Compliance Report

Related Requirement		Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Not Complied	Conducted by the Ministry	
1.2	Public officers' Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied	Not relevant	
1.4	Stores Advance Accounts	Not Complied	Not relevant	
1.5	Special Advance Accounts	Not Complied	Not relevant	
1.6	Other	Not Complied	Not relevant	
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.			
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Not Complied	Conducted by the Ministry	
2.6	Maintain and update the cheques and money ordering registry.	Not Complied	Conducted by the Ministry	
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Maintain and update the liability registry.	Not Complied	Conducted by the Ministry	

	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Not Complied	Conducted by the Ministry	
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Not Complied		
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4	Preparing annual plans			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan			
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Not Complied	Conducted by the Ministry	
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Not Complied	Conducted by the Ministry	
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Not Complied	Conducted by the Ministry	
6.2	Replying to all audit report within a one month period.	Not Complied	Conducted by the Ministry	

	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Not Complied	Conducted by the Ministry	
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Not Complied	Conducted by the Ministry	
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Not Complied	Conducted by the Ministry	
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General.	Not Complied	Conducted by the Ministry	
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Not Complied	Conducted by the Ministry	
8.3	According to Public Finance Circular No. 01/2020, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Complied		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.	Not Complied	Conducted by the Ministry	

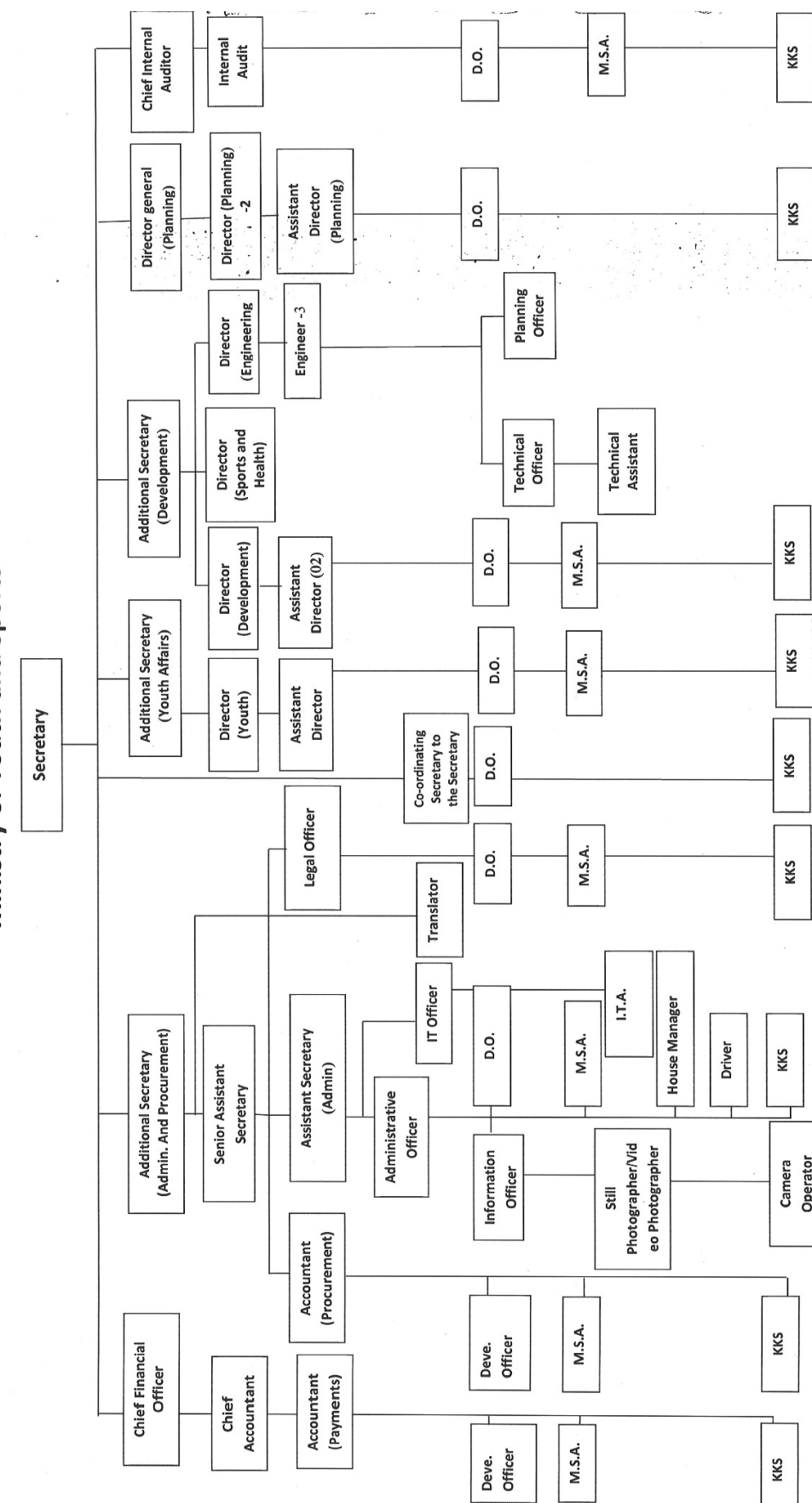
	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Not Complied	Conducted by the Ministry	
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Not Complied	Conducted by the Ministry	
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Not Complied	Conducted by the Ministry	
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Not Complied	Conducted by the Ministry	
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Not Complied	Conducted by the Ministry	
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Not Complied	Will be settled in this year	
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Not Complied	Conducted by the Ministry	

	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
13.2	Maintain and update the control account for the common deposit.	Not Complied	Conducted by the Ministry	
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Not Complied	Conducted by the Ministry	
14.2	Settling the Adhoc Sub Imprest issued as per FR 371 within a one month period after the completion of the said task.	Complied		
14.3	The ad-hoc sub imprest had been issued exceeding the limit approved as per F.R.371	Not Complied	Conducted by the Ministry	
14.4	Reconciling the balance of the imprest account with the Treasury books.	Not Complied	Conducted by the Ministry	
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Not Complied	Not relevant	
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Not Complied	Not relevant	
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not Complied	Not relevant	
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Complied		
16.2	Providing duty lists to all the staff members in writing.	Complied		
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		

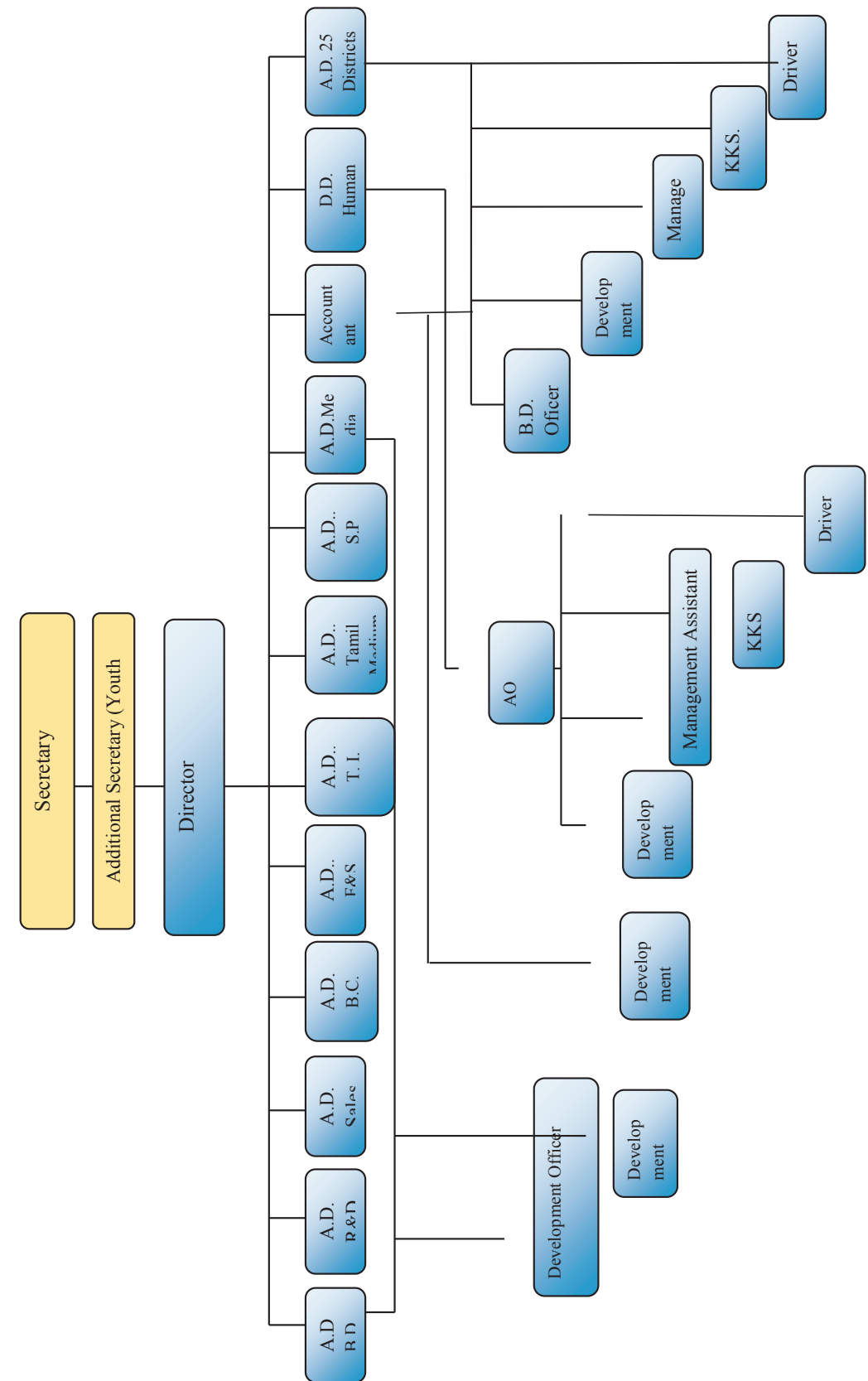
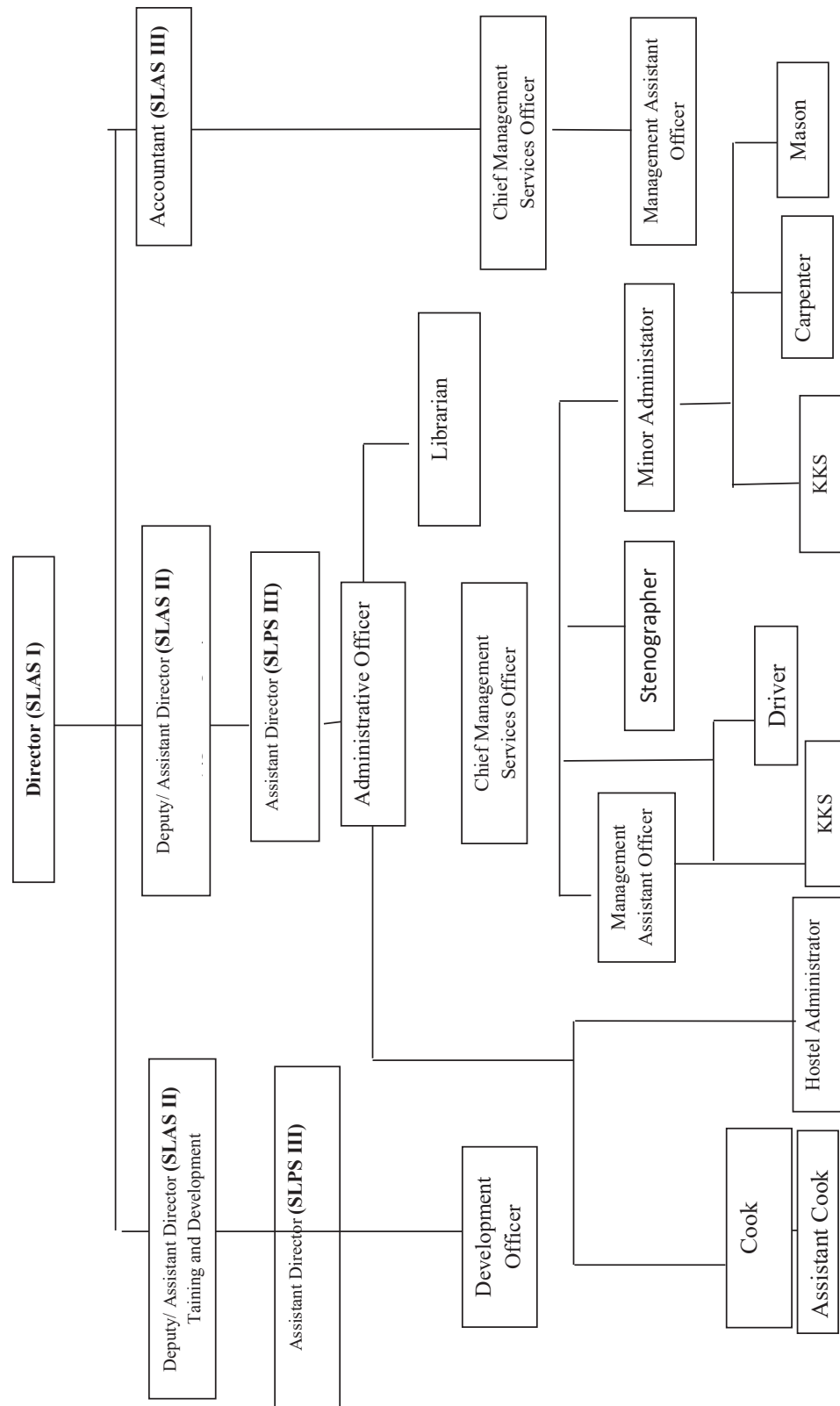
	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.	Not Complied	Conducted by the Ministry	
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	Not Complied	Conducted by the Ministry	
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	Not Complied	Conducted by the Ministry	
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responding to Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

Annexture - 1

Ministry of Youth and Sports



National Centre for Leadership Development



තරුණයන්ගේ අභිලාෂයන් හඳුනාගෙන
ඒවා මුදුන්පත් කිරීම සඳහා
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බිහිකිරීම උදෙසා...

இளைஞர்களின் அபிலாஷைகளை அடையாளம் காணுதல்
அவர்களுக்கு மேல்
ஒரு திட்டவட்டமான மற்றும் நிரந்தர திட்டத்தின் கீழ்
தீர்வுகளை வழங்குவதன் மூலம்
திருப்தியான இளம் தலைமுறை
உற்பத்தி செய்ய ...

Identifying the aspirations of the youth
To top them off
Under a definite and permanent program
By providing solutions
Satisfied young generation
To produce ...



තරුණ හා ක්‍රීඩා අමාත්‍යාංශය

இளைஞர் மற்றும் விளையாட்டு அமைச்சகம்

Ministry of Youth & Sports

අංක 09, පිලිප් ගුණවර්ධන මාවත, කොළඹ 07, ශ්‍රී ලංකාව.
எண். 09, பிலிப் குணவர்தன மாவத்தை, கொழும்பு 07, இலங்கை.
No. 09, Phillip Gunawardana Mawatha, Colombo 07, Sri Lanka.