

2021



Ampara Town

**වාර්ෂික කාර්ය සාධන වාර්තාව හා ගිණුම්
වරුடාந்த செயலாற்று அறிக்கையும்
கணக்கறிக்கையும்
Annual Performance Reports & Accounts**



Galoya Plantation

**දිස්ත්‍රික් ලේකම් කාර්යාලය - අම්පාර,
மாவட்ட செயலகம் - அம்பாறை,
District Secretariat - Ampara.**

Message of the District Secretary



I am very glad to present this annual performance report for the year 2021 based on the services rendered and the projects carried out by the Ampara District Secretariat, Ampara. This report has been prepared on the financial control of the District Secretariat and Divisional Secretariats as per the Public Finance Circular no 402 dated 12.09.2002.

The present Ampara district belonged to Digamadulla Colonization under Galloya Scheme, is situated in the east of Sri Lanka. This district provides major contribution in the national agriculture production and plays major role to fulfill the necessity of nation nutrition through fresh and salt water industries. The Ampara district reached high performance in the educational sector having a university, higher technical institutes, college of education, technical colleges, vocational training institutes, national schools along proper schooling system.

This district consists of environmentally beautiful and charming places such as Galloya national park and Arugambay surfing point and there are most important cultural places such as Rajagala archeological place, Deegawapi temple, Magul Maha Viharai, Buddangala temple Okanthai temple and Kadatkarai Palli which very suitable for tourists to spend for holiday and spiritual activities.

As a prosperous district, the major investment for the future with objective of endowing the country with food security that is sustainable from green agriculture industries implemented in the Ampara District by the National Programs under the guidance of His Excellency the President. The farmers of Digamadulla district carry out the agriculture as a livelihood by economically empowering them, managing the existing sustained farm, green farming system, utilizing the appropriate technology with maximum efficiency and obtaining optimum productivity, ensuring food security, making the agrarian livelihood economically viable in the district which is becoming premier food producer in the national economy, conquering foreign markets through agro-products, and raising the living standards of the farming community. The major responsible is imposed on our shoulder to implement the government policy effectively for the achievement of a prosperous tomorrow with maximum capacity of better living of the peoples adhering to the relevant circular ordinance, rules and regulation and to the guidance of provincial political bodies. I dedicate my gratitude to the religious leaders and political bodies for their valuable support to achieve the goals mentioned in this Performance Report and to the officials of Government and Non-Government Organizations, Civil Society and Rural Societies for their remarkable support provided directly and indirectly.

The Divisional Secretaries play major roles in achieving the goals set out in this report with high performance I dedicate my gratitude to Additional District Secretaries, Chief Accountant, Director Planning and other Directors, District Engineer, Chief Internal Auditor, Assistant District Secretary, Accountant, Administrative Officers including all staff and Divisional Secretaries of the district including staff officers and other staff for rendering highest support to achieve our target last year through the coordination and management between these offices.

And also, I draw my commendation to the officers those engaged in their duties focusing on the necessity of the service during the COVID - 19 virus situation.

J.M.A. Douglas,
District Secretary/Government Agent,
Ampara District

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01. Chapter 01 - Institutional Profile/Executive Summary

1.1 Introduction

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

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

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

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

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

Historical Background of Ampara District

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

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

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

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

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

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

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

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

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

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

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

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

1.2 Vision, Mission, Objectives of the Institution

Vision

“A prosperous district with an awaken community”

Mission

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

Values

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

1.3 Key Functions

Duty and Responsible of the Administration Branch of the District Secretariat

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

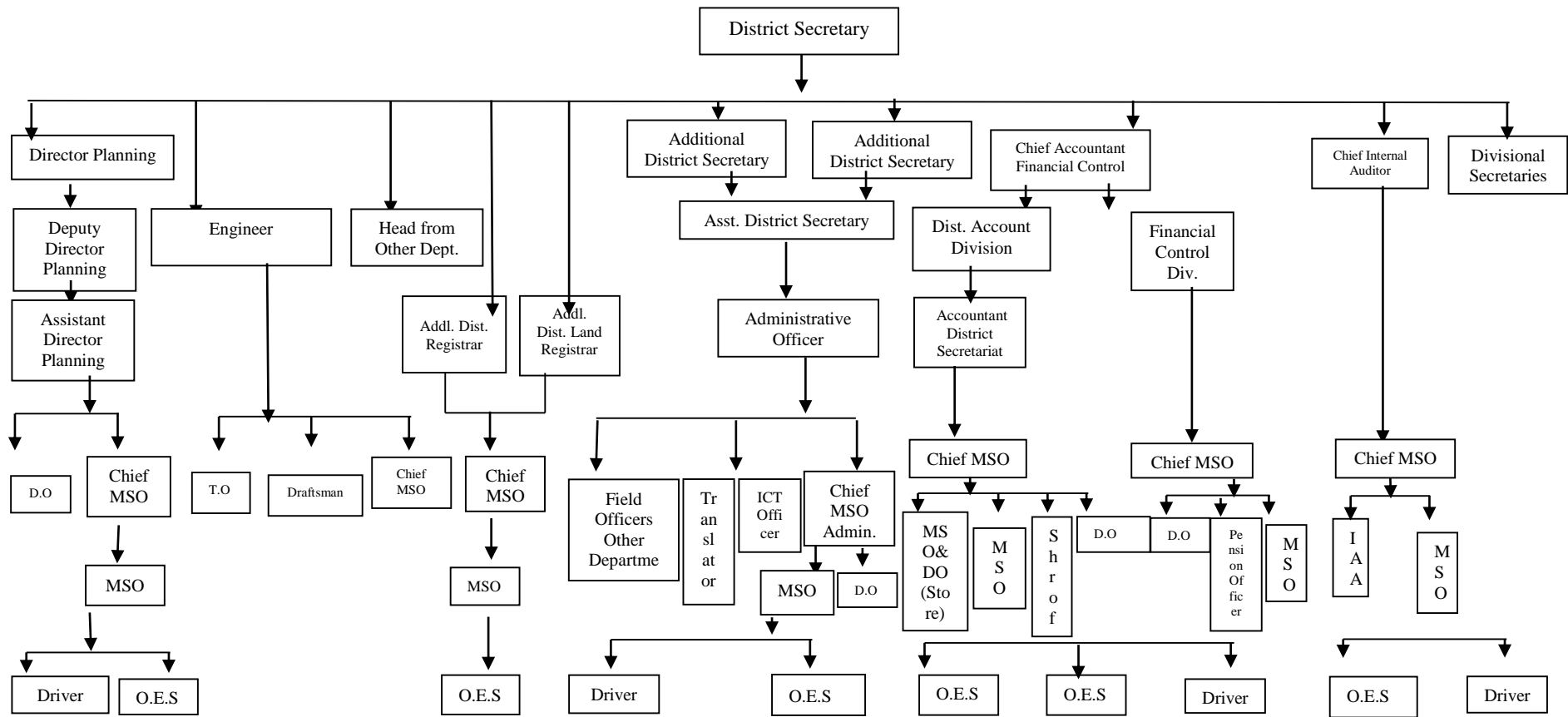
Duties of Financial Division of District Secretariat

- Distribution of allocation and imprest among Divisional Secretariats in the district
- Preparation of account reports of District Secretariat and Divisional Secretariats and reporting to Accounting Officer.
- All payment activities related to District Secretariat.

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

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

1.4 Organization Chart of the District Secretariat, Ampara



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

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

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

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

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

1.7 Details of the Foreign Funded Projects (if any)

NIL

02. Chapter 02 – Progress and the Future Outlook

The Achievement, Challenges for the year 2021 and Future Targets

The Achievement, Challenges for the year 2021 and Future Targets

The annual performance of the services rendered and projects carried out by the District Secretariat, Ampara in the year 2021 are given below.

The performance for the year 2021

1. It was possible to manage the global disaster of COVID 19 Virus situation with the help of Police, Army, Health Officials and other Officials which was converted as Delta Virus within the District.
2. It was confirmed to provide continuous public services to the peoples, even though there were travel restriction and COVID - 19 quarantine curfew imposed time to time.
3. The action was taken to provide necessary essential goods and services to the people without any shortage during the period of COVID - 19 curfew imposed.
4. The agricultural activities including paddy production for the Maha cultivation 2021 was carried out successfully and the farmers were trained to utilize organic fertilizer under the theme of healthy generation and non-chemical agricultural industries according to the vision on government future policy declaration.
5. It was introduced to increase the cultivation of export agriculture products such as turmeric, bean and corn within the district and provide higher performance in the overall agriculture production.
6. The various development programme were implemented under the national programme of “Surakimu Ganga” to secure river and channel water resources and the programme were implemented to secure the environment and to increase the forest density within the district.
7. The development programme on highways, water, education health, housing and other infrastructure were completed with total expenditure of Rs.M 3493.45 for the year 2021 as per the contribution by District Secretariat Rs.M.12127.1 and by other line ministries Rs.M.15620.55 It has been planned to implement only long term and continuous development programme in the next year.
8. The action was taken to empower the community base organization at the village level and empower the peoples, to improve rural production and rural infrastructure development under the programme of “Nispathana Gammana”.
9. The cleaning ways and construction of fence have been started for the construction of new fence network with 200 km elephant fence to minimize elephant-human attack. The project on the construction of elephant fence under new electric elephant fence started within the district.
10. The various programme to control the flood during disaster was implemented and the action was taken to construct the roads and bridges damaged due to flood.

11. The arrangement was taken to improve the Public Service Training Centre with the modification of ordinary class room method to improve the language ability of public service officers through the financial assistance of 10 million rupees granted by USAID international non-government organization and the arrangement was made to modify the Training Centre with modern technology to conduct online training programmed.
12. As this district has popular and beautiful places to charm local and foreign tourists, the necessary action was taken to improve the facilities and 10 years plan was developed for Arugambay International Tourism one.

The challenges faced when carried out the Performance

The following issues were arisen which cannot be controlled and managed during the action taken to achieve the goals for 2021

- I. The COVID 19 cases were increase and quarantine curfew was imposed time to time.
- II. It was unable to get the contribution of government officers to safeguard them, when they involve in providing essential goods and other financial assistance to the people who were in quarantine.
- III. It was difficult to stimulate the farmers and to provide technical support towards the usage of organic fertilizer.
- IV. It was unable to complete the development activities as per the agreement with contractors and suppliers due to the amendment of estimate as a result of shortage of the materials and increase the prices in many occasion.

01. Future Targets Expected for the year 2022

The following plan will be implemented to provide good public services to the peoples of the district with appropriate management under the prevailing economic situation in the background of COVID 19 situation which cannot be eradicated from Sri Lanka and world at this movement and the to provide district contribution towards economic development.

01. Handing over the Kalugal Oya development project to the public and extending paddy cultivation and developing the fresh water fish production.
02. Planning to increase interim products of turmeric, green peas, cowfee, corn and dairy products and to bring the high contribution towards national products.
03. The project for construction of elephant fence and digging trench to minimize the elephant - human attack and it is possible to minimize crop damage by this activities.
04. Improving the rural products by using 04 billion rupees granted to the district under “Gama samaga pilisandara” and developing women entrepreneurs, minimizing the rural poverty and utilizing the ability of unemployed youngsters productively by this project.
05. Granting active contribution to reach 30% of forest density within the district in 2025 year.
06. Taking action to improve the service towards essential services such as education and health.
07. Taking necessary arrangement to improve the infrastructure for bringing vocational education of the district.



J.M.A. Douglas .
District Secretary /Government Agent,
Ampara District

03. Chapter 03 - Overall Financial Performance for the Year ended 31st December 2021

3.1 Statement of Financial Performance

ACA-F				
DISTRICT SECRETARY AMPARA				
STATEMENT OF FINANCIAL PERFORMANCE				
FOR THE PERIOD ENDED 31ST DECEMBER - 2021				
Budget 2021	Note	Actual		
		2021 Rs.	Restated 2020 Rs.	
-	Revenue Receipts			
-	Income Tax	1	-	-
-	Tax on Domestic Goods & Services	2	-	-
-	Tax on International Trade	3	-	-
-	Non Tax Revenue & Others	4	-	-
-	Total Revenue Receipts (A)		-	
-	Non Revenue Receipts			
-	Treasury Imprests		4,744,133,000	4,737,886,844
-	Deposits		411,124,440	1,281,172,265
48,000,000	Advance Accounts		62,172,640	51,871,861
-	Other Main Ledger Receipt		-	-
48,000,000	Total Non Revenue Receipts (B)		5,217,430,080	6,070,930,970
48,000,000	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		5,217,430,080	6,070,930,970
	Remittance to the Treasury (D)			
	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)		5,217,430,080	6,070,930,970
	Less: Expenditure			
-	Recurrent Expenditure			
903,900,000	Wages,Salaries & Other Employment Benefits	5	926,830,335	877,647,057
235,530,000	Other Goods & Services	6	133,500,465	111,102,181
344,411,000	Subsidies,Grants and Transfers	7	333,241,486	4,085,699
-	Interest Payments	8	-	-
-	Other Recurrent Expenditure	9	-	-
1,483,841,000	Total Recurrent Expenditure (F)		1,393,572,286	992,834,937
	Capital Expenditure			
19,200,000	Rehabilitation & Improvement of Capital Assets	10	17,608,631	9,812,386
122,300,000	Acquisition of Capital Assets	11	57,178,718	48,429,153
-	Capital Transfers	12	-	-
-	Acquisition of Financial Assets	13	-	-
2,000,000	Capacity Building	14	842,590	397,059
-	Other Capital Expenditure	15	-	-
143,500,000	Total Capital Expenditure (G)		75,629,940	58,638,598
-	Deposit Payments		454,551,929	1,430,153,353
75,000,000	Advance Payments		54,133,289	48,317,946
	Other Main Ledger Payments		-	-
	Total Main Ledger Expenditure (H)		508,685,218	1,478,471,299
	Total Expenditure I = (F+G+H)		1,977,887,444	2,529,944,834
	Balance as at 31st December J = (E-I)		3,239,542,636	3,540,986,136
	Balance as per the Imprest Reconciliation Statement		3,239,542,636	3,540,986,136
	Imprest Balance as at 31st December		-	-
			-	-

3.2 Statement of Financial Position

ACA-P			
DISTRICT SECRETARIAT - AMPARA			
STATEMENT OF FINANCIAL POSITION			
AS AT 31ST DECEMBER - 2021			
		Actual	
		2021	2020
		Rs.	Rs.
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA- 6	3,423,420,682	1,427,194,087
<u>Financial Assets</u>			
Advance Accounts	ACA- 5/5(a)	201,695,368	207,910,789
Cash & Cash Equivalents	ACA- 3	-	-
Total Assets		3,625,116,050	1,635,104,876
<u>Net Assets / Equity</u>			
Net Worth to Treasury		36,070,403	(1,141,665)
Property, Plant & Equipment Reserve		3,423,420,682	1,427,194,087
Rent & Work Advance Reserve	ACA- 5(b)		
<u>Current Liabilities</u>			
Deposits Accounts	ACA- 4	165,624,965	209,052,454
Unsettled Imprest Balance	ACA- 3	-	-
Total Liabilities		3,625,116,050	1,635,104,876

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 7 to 29 and Notes to accounts presented in pages from 30 to 37 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
 N.H.M.Chithrananda
 Secretary, State Ministry of Home Affairs.
 Date : 2022.02. 22

N.H.M. Chithranandha
 Secretary
 State Ministry of Home Affairs


 Accounting Officer
 J.M.A.Douglas
 District Secretary
 Date : 2022.02. 21

J.M.A. Douglas
 Government Agent
 District Secretary
 Ampara District


 Chief Accountant
 S.L.Athambawa
 District Secretariat,
 Date : 2022.02. 21

S.L. Athambawa
 Chief Accountant
 District Secretariat
 Ampara

3.3 Statement of Financial Position

ACA-C

DISTRICT SECRETARY AMPARA

STATEMENT OF CASH FLOWS

FOR THE PERIOD ENDED 31ST DECEMBER - 2021

	Actual	
	2021 Rs	2020 Rs
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, fines, Panalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	318,688,155	557,983,460
Imprest Received	4,744,133,000	4,737,886,844
Recoveries from Advance	79,785,572	66,243,356
Deposit Received	411,124,440	1,281,172,265
Total Cash generated from Operatings (A)	5,553,731,167	6,643,285,926
Less: Cash disbursed for:		
Personal Emoluments & Operating payments	1,060,268,735	987,997,273
Subsidies & Transfer payments	333,241,486	4,085,699
Expenditure incurred on behalf of Other Heads	3,555,365,455	2,553,362,495
Imprest Settlement to Treasury	-	18,000,000
Advance Payments	74,673,623	65,855,743
Deposit Payments	454,551,929	1,430,153,353
Total Cash disbursed for Operations (B)	5,478,101,228	5,059,454,563
NET CASH FLOWS FROM OPERATING ACTIVITIES (C)=(A)-(B)	75,629,940	1,583,831,363
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Recoveries from Advance	-	-
Total Cash Generated from Investing Activities (D)	-	-
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	75,629,940	1,583,831,363
Total cash disbursed for Investing Activities (E)	75,629,940	1,583,831,363
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(75,629,940)	(1,583,831,363)
NET CASH FLOW FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	(0)	-
Cash Flows from Financial Activities		
Local Borrowing	-	-
Foreign Borrowing	-	-
Grants Received	-	-
Total Cash generated from Financial 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)	(0)	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

Statement of Expenditure for the period ended 31 st December 2021

Expenditure Head : 270		Name of Ministry / Department : District Secretariat, Ampara						Rs.				
Expenditure Code	Financial Code	Provisions				Expenditure		Net Effect		Reason		
		Annual Budgetary Provision	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision 4=(1)+(2)+3	Expenditure as per the Cash Book (5)	Total Expenditure 7=(5)+(6)	Saving / Excess 8=(4)-(7)	Saving / Excess as a % of Revised Estimate 9=(8)*(4)*100			
		1	2	3 (+/-)	4=(1)+(2)+3	5	6	7=(5)+(6)	8=(4)-(7)	9=(8)*(4)*100		
Recurrent Expenditure												
Programme (1)												
NOTE 5 - OBJECT CODE WISE CLASSIFICATION OF WAGES, SALARIES & OTHER EMPLOYMENT BENEFITS												
Personal Emoluments												
1001	Salaries & Wages	11	635,000,000	-	(15,500,000)	619,500,000	619,258,551	-	619,258,551	241,449	0	Casual Saving
1002	Overtime & Holiday Pay	11	46,000,000	-	8,000,000	54,000,000	53,889,218	-	53,889,218	110,782	0	Casual Saving
1003	Other Allowances	11	222,900,000	-	7,500,000	230,400,000	230,069,956	62,065	230,132,021	267,979	0	Casual Saving
Total			903,900,000	-	-	903,900,000	903,217,725	62,065	903,279,790	620,210		
NOTE 6 - OBJECT CODE WISE CLASSIFICATION OF OTHER GOODS & SERVICES												
Travelling Expenses												
1101	Domestic	11	23,800,000	-	-	23,800,000	22,850,546	-	22,850,546	949,454	4	Reduction of field duties due to Covid-19 virus status.
Total (a)			23,800,000	-	-	23,800,000	22,850,546	-	22,850,546	949,454		
Supplies												
1201	Stationery and office Requisites	11	18,300,000	-	-	18,300,000	18,272,175	-	18,272,175	27,825	0	Casual Saving
1202	Fuel & Lubyicants	11	17,300,000	-	-	17,300,000	15,385,979	-	15,385,979	1,914,021	11	Reduction of field duties due to Covid-19 virus
1203	Diets and Uniform	11	550,000	-	-	550,000	494,000	-	494,000	56,000	10	Less eligible candidates
1205	Other	11	-	50,000,000	-	50,000,000	9,472,942	-	9,472,942	40,527,058		
Total (b)			36,150,000	50,000,000	-	86,150,000	43,625,096	-	43,625,096	42,524,904		
Maintenance Expenditure												
1301	Vehicles	11	18,800,000	-	-	18,800,000	18,538,316	-	18,538,316	261,684	1	Controlled on expenditure
1302	Plant Machinery & Equipment	11	5,800,000	-	(450,000)	5,350,000	5,082,637	-	5,082,637	267,363	5	Controlled on expenditure
1303	Buildings & Structures	11	15,500,000	-	-	15,500,000	15,201,347	-	15,201,347	298,653	2	Controlled on expenditure
Total (c)			40,100,000	-	(450,000)	39,650,000	38,822,300	-	38,822,300	827,700		
Services												
1401	Transport	11	-	-	450,000	450,000	450,000	-	450,000	-	0	
1402	Postal and Telecommunication	11	9,200,000	-	-	9,200,000	7,405,329	-	7,405,329	1,794,671	20	Reduction of field duties due to Covid-19 virus status.
1403	Electricity & Water	11	18,800,000	-	(1,823,931)	16,976,069	14,665,102	-	14,665,102	2,310,967	14	
1404	Rents and Local Taxes	11	600,000	-	-	600,000	588,835	-	588,835	11,165	2	Casual Saving
1409	Other	11	27,700,000	-	-	27,700,000	26,819,871	-	26,819,871	880,129	3	Controlled on expenditure
Total (d)			56,300,000	-	(1,373,931)	54,926,069	49,929,137	-	49,929,137	4,996,931		
Total Expenditure on other Goods & Services (a+b+c+d)			156,350,000	50,000,000	(1,823,931)	204,526,069	155,227,079	-	155,227,079	49,298,989		
NOTE 7 - OBJECT CODE WISE CLASSIFICATION OF TRANSFERS, GRANTS & SUBSIDIES.												
Transfers												
1501	Welfare Programmes	11	-	339,161,000	-	339,161,000	329,836,288	-	329,836,288	9,324,712	3	Less eligible candidates
1506	Property Loan Interest to Pub Se	11	5,250,000	-	-	5,250,000	3,405,197	-	3,405,197	1,844,803	35	Did not apply to property loan
NOTE 9 - OBJECT CODE WISE CLASSIFICATION OF OTHER RECURRENT EXPENDITURE												
1701	Losses & Write off	11	-	-	1,823,931	1,823,931	1,823,931.33	-	1,823,931	-	0	
Grand Total (Note 5 to 9) Total Recurrent Expenditure			1,065,500,000	389,161,000	-	1,454,661,000	1,393,510,221	62,065	1,393,572,286	61,088,714		

Expenditure Code	Financial Code	Provisions				Expenditure			Net Effect		Reason	
		Annual Budget Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision 4=(1)+(2)+3	Expenditure as per the Cash Book (5)	Expenditure incurred by other Ministry /Dept. under the FR 208 (As per the Treasury Prinout)	Total Expenditure 7=(5)+(6)	Saving / Excess	Saving / Excess as a % of Revised Estimate		
Capital Expenditure												
Programme (1)												
OBJECT CODE WISE												
CLASSIFICATION OF PUBLIC												
NOTE-10 Rehabilitation & Improvement of												
2001	Building and structures	11	12,000,000	-	-	12,000,000	11,865,607	-	11,865,607	134,393	1	Casual Saving
2002	Plant ,Mecinery and Equipment	11	2,000,000	-	-	2,000,000	1,807,036	-	1,807,036	192,965	10	Necessity did not arise to
2003	Vechiles	11	5,200,000	-	-	5,200,000	3,935,989	-	3,935,989	1,264,011	24	make payment
Total (a)			19,200,000	-	-	19,200,000	17,608,631	-	17,608,631	1,591,369		
NOTE-11 Acquisition of Capital Assets												
2102	Furniture and office Equipment	11	16,500,000	-	-	16,500,000	16,497,563	-	16,497,563	2,437	0	Casual Saving
2103	Plant ,Mecinery and Equipment	11	15,800,000	-	-	15,800,000	15,799,931	-	15,799,931	69	0	Casual Saving
2104	Building and structures	11	90,000,000	-	-	90,000,000	24,881,224	-	24,881,224	65,118,776	72	
Total (b)			122,300,000	-	-	122,300,000	57,178,718	-	57,178,718	65,121,282		
NOTE 14 Capacity Building												
2401	Training and Capacity Building	11	2,000,000	-	-	2,000,000	842,590	-	842,590	1,157,410	58	Necessity did not arise to
Total (c)			2,000,000	-	-	2,000,000	842,590	-	842,590	1,157,410		make payment
NOTE 15 Other Capital Expenditure												
2509	Others	11	-	100,000,000	-	100,000,000	-	-	-	100,000,000	100	
Total (d)			-	100,000,000	-	100,000,000	-	-	-	100,000,000		
Total Expenditure on public Investments (a+b+c)			143,500,000	100,000,000	-	243,500,000	75,629,940	-	75,629,940	167,870,060		
Grand Total Note 5 to 15) - Total Expendit			1,209,000,000	489,161,000	-	1,698,161,000	1,469,140,161	62,065	1,469,202,226	228,958,774		



Chief Accountant
S.L. Athambawa
District Secretariat,
Date : 2022.02.01

S.L. Athambawa
Chief Accountant
District Secretariat
Ampara

Statement of Imprest Account for the year 2021

Name of Ministry / Department: District Secretariat, Ampara

Expenditure Head : 270

Rs.

Imprest Account No.	Imprest Balance as at 1st January 2021			Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2021			Imprest Balance as at 31st December 2021 as per Entity Books	Imprest Balance as at 31st December 2021 as per Treasury Books
	1			2			3			4				
	Unsettled Sub Imprests	Unsettled Imprests (Excluding Unsettled Sub Imprests)	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total		
1(i)	1(ii)	1(iii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	3(i)	3(ii)	3(iii)=3(i)+3(ii)	4(i)	4(ii)	4(iii)=4(i)+4(ii)	5=1(iii)+2(iii)-3(iii)		
7002/0/0/288/0/21	-	-	-	4,744,133,000	679,849,865	5,423,982,865	5,423,982,865	-	5,423,982,865	-	-	-	-	-

1. Please show reasons for difference between 4 and 6 above .

(1) Remitted to the Treasury but not updated cash book balance as at 31/12/2021

(2) Other reasons-

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

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

* This Balance should be shown in the Statement of Financial Performance

Chief Accountant
S.L.Athambawa
District Secretariat,
Date : 2022.02.21

S.L. Athambawa
Chief Accountant
District Secretariat
Ampara

Statement of Deposit Accounts as at 31st December - 2021

Expenditure Head : 270

Name of Ministry / Department: District Secretariat Ampara

Name of Advance / Deposit Account	Deposit Number	Balance as at 1 st January 2021	Credits during the year	Debits during the year	Balance as at 31 st December 2021	Balance as per Treasury Book as at 31 st December 2021
(i) Security Deposits	6000/0/0/0001/0089	1,967,457	5,468,006	3,024,858	4,410,605	4,410,605
(ii) Tender Deposits	6000/0/0/0002/0119	2,657,344	2,350,088	2,274,905	2,732,527	2,732,527
(iii) Provincial Deposits	6000/0/0/0014/0013	9,020,861	70,936,794	67,006,634	12,951,021	12,951,021
(iv) Retention Deposits	6000/0/0/0016/0067	134,595,988	26,761,163	92,715,508	68,641,643	68,641,643
(v) Compensation Deposits	6000/0/0/0017/0020	0.00	-	-	0.00	0.00
(vi) Reimbursedment Deposits	6000/0/0/0020/0011	60,810,804	305,608,388	289,530,024	76,889,168	76,889,168
Grand Total		209,052,454	411,124,440	454,551,929	165,624,965	165,624,965


 Chief Accountant
 S.L. Athambawa
 District Secretariat,
 Date : 2022.02.21

S.L. Athambawa
 Chief Accountant
 District Secretariat
 Ampara

Statement of Advance Accounts as at 31st December 2021

Expenditure Head No : 270

Name of Ministry / Department: District Secretariat Ampara

Rs.

Name of Advance Account	Advance Account Number	No of Advance Accounts	Balance as at 1st of January 2020 (1)	Maximum limits of Expenditure		Minimum limits of Receipts		Maximum limits of Debit Balance	Maximum limits of Liabilities	Balance as per Treasury Books as at 31st December 2020
				Debits during the year		Credits during the year		Balance as 4=(1)+(2)-(3)		
				2		3				
				In Cash	Through Cross Entries	In Cash	Trough Cross Entries			
(1) Advance to Public Officers	8493/0/0/270/27001	20	207,910,788	49,939,759	4,193,530	52,523,974	7,824,735	201,695,368	-	201,695,368
(2) Other Advance	7000/0/0/250/0/3/0		-	-	-	-	1,823,931.33	-	-	-



Chief Accountant
S.L. Athambawa
District Secretariat,
Date : 2022.02.21

S.L. Athambawa
Chief Accountant
District Secretariat
Ampara

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Report

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Cumulative Non Financial Asset Accounts Report- Central Govt- 2021



Land-9153:	1,479,609,000.00	Table:	SA 82
Building- 9151:	1,222,861,770.84	Year:	2021
Machinery-9152:	661,191,395.59	Rpt Date	2/18/2022 8:42:48 AM
WIP-9160:	59,758,515.56	Head	270
Intangible-9154:	0.00		
Lease-9180:	0.00		

Ledger	category	Item	Code	Opn_Bal	Opn_Bal_Add	TransferIn	Purchase	Disposal	Balance
9151--	1.1-		61111	69,914,382.60	310,194,000.00	0.00	0.00	5,049,516.00	375,058,866.60

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>		Dwellings							
	Garages	****6111102	3,577,593.62	0.00	0.00	0.00	549,516.00	3,028,077.62	
	Hotels & Restaurants	****6111106	2,581,118.43	0.00	0.00	0.00	0.00	2,581,118.43	
	Quarters	****6111107	44,685,670.55	310,194,000.00	0.00	0.00	4,500,000.00	350,379,670.55	
	Circuit Bungalows	****6111108	19,070,000.00	0.00	0.00	0.00	0.00	19,070,000.00	
9151-->	1.2-Non Residential Building	61112	547,069,764.59	305,602,000.00	0.00	2,466,240.65	7,335,101.00	847,802,904.24	
	Office Building	****6111201	544,083,061.64	305,602,000.00	0.00	0.00	7,335,101.00	842,349,960.64	
	Building for Public Entertainment	****6111204	2,986,702.95	0.00	0.00	2,466,240.65	0.00	5,452,943.60	
9160-->	1.4-WIP-Building & Structure	61114	37,343,532.52	21,554,638.69	0.00	860,344.35	0.00	59,758,515.56	
	WIP-Building & Structure	****611140	36,786,684.52	10,533,591.19	0.00	0.00	0.00	47,320,275.71	
	Building for Public Entertainment	****6111411	0.00	0.00	0.00	860,344.35	0.00	860,344.35	
	Office Building	****611148	556,848.00	11,021,047.50	0.00	0.00	0.00	11,577,895.50	
9152-->	2.1-Transport Equipment	61121	289,091,100.00	50,000.00	0.00	0.00	82,600.00	289,058,500.00	
	Passenger vehicle	****6112101	279,521,100.00	0.00	0.00	0.00	12,600.00	279,508,500.00	
	Agricultural vehicle	****6112103	9,145,000.00	0.00	0.00	0.00	0.00	9,145,000.00	
	Motor cycle	****6112109	425,000.00	50,000.00	0.00	0.00	70,000.00	405,000.00	

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9152-->	2.2-Other Machinery & Equipment	61122	340,426,790.59	14,696,583.50	0.00	23,500,013.50	6,490,492.00	372,132,895.59
	Office Equipment	****6112201	37,172,733.50	1,080,046.50	0.00	2,732,565.00	419,190.00	40,566,155.00
	Computer Equipment	****6112202	98,415,513.90	6,230,085.20	0.00	8,417,777.00	2,629,700.00	110,433,676.10
	Electrical Equipment	****6112203	50,913,811.25	1,326,379.00	0.00	4,383,869.00	1,355,012.50	55,269,046.75
	Communication Equipment	****6112204	12,689,731.27	376,210.00	0.00	1,807,455.00	52,500.00	14,820,896.27
	Furniture	****6112205	140,233,040.67	5,547,010.80	0.00	6,158,347.50	2,013,389.50	149,925,009.47
	Sports equipment	****6112208	12,200.00	0.00	0.00	0.00	0.00	12,200.00
	Paintings Sculptures & other Antiques	****6112209	6,400.00	0.00	0.00	0.00	0.00	6,400.00
	Books Periodical & Journals	****6112210	8,100.00	0.00	0.00	0.00	0.00	8,100.00
	Laboratory Instruments	****6112211	59,200.00	0.00	0.00	0.00	0.00	59,200.00
	Industrial & Manufacturing Equipment	****6112212	26,000.00	0.00	0.00	0.00	0.00	26,000.00
	Construction Equipment	****6112213	30,150.00	0.00	0.00	0.00	20,700.00	9,450.00
	Broadcasting Equipment	****6112214	814,990.00	107,100.00	0.00	0.00	0.00	922,090.00
	Defence Equipment	****6112215	4,000.00	0.00	0.00	0.00	0.00	4,000.00
	Agricultural &	****6112216	40,920.00	25,252.00	0.00	0.00	0.00	66,172.00

	Dairy Farm Equipment							
	Fire Protection Equipment	****6112217	0.00	4,500.00	0.00	0.00	0.00	4,500.00
9153-- >	4.1-Land	61410	188,729,000.00	1,290,880,000.00	0.00	0.00	0.00	1,479,609,000.00
	Land	****614100	188,729,000.00	1,290,880,000.00	0.00	0.00	0.00	1,479,609,000.00

REMARKS
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State Accounts

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Statement of Imprest Reconciliation

Revenue Collected by Other Entities on behalf of Reporting Entity	-	
Expenditure incurred by Reporting Entity on behalf of Other Entities	3,555,365,455	
Debits made to Advance "B" Account on behalf of Other Entities	21,350,692	
Credits made to Advance "B" Account by Other Entities	5,738,250	3,582,454,397
Less:		
Revenue Collected by Reporting Entity on behalf of Other Entities	318,688,155	
Expenditure incurred by Other Entities on behalf of Reporting Entity	62,065	
Credits made to Advance "B" Account on behalf of Other Entities	23,351,182	
Debits made to Advance "B" Account by Other Entities	810,358	342,911,760
Imprest Adjustment Balance as at 31st December 2021		3,239,542,636
* Any Items can be added in addition to the above mentioned items if applicable.		

3.5 Performance of the Revenue Collection

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amount (Rs.)	as a % of Final Revenue Estimate
10.03.07.02	Registration Fees relevant to the Department of Registrar General	20,000,000.00	20,000,000.00	22,117,131.67	110.59
10.03.07.03	Private Timber Transport	-	-	305,789.01	-
10.03.07.05	Licence fees relevant to the Ministry of Defence	250,000.00	250,000.00	264,210.00	105.68
10.03.07.99	Other	9,500,000.00	6,000,000.00	4,315,398.01	71.92
20.02.01.01	Rent on Government Building & Housing	3,500,000.00	3,000,000.00	2,872,510.87	95.75
20.02.01.03	Rent from Land & Other	30,000,000.00	30,000,000.00	34,600,098.30	115.33
20.02.02.99	Interest & Other	12,100,000.00	12,100,000.00	10,892,611.21	90.02
20.03.01.00	Departmental sales	-	-	5,250.00	-
20.03.02.13	Examination & Other Fees	-	-	202,645.00	-
20.03.02.14	Fees under the Motor Traffic Act & Other receipts	-	-	70,515,502.00	-
20.03.02.03	Fees under Registration of Persons	-	-	4,883,950.40	-
20.03.02.99	Sundries	3,400,000.00	2,000,000.00	917,595.49	45.88
20.03.07.00	Paddy Sales	-	-	82,514,887.20	-
20.03.99.00	Other Receipts	19,000,000.00	19,000,000.00	16,224,182.36	85.39
20.04.01.00	Central Government	-	-	69,373,938.79	-

3.6 Performance of the Utilization of Allocation

ACA - 2

Summary of Expenditure by Programme for the period ended 31 st December 2021

Expenditure Head :270

Name of Ministry / Department : District Secretariat, Ampara

Rs.

Programme Number given in Annual Estimates	Title of the Expenditure	Annual Budgetary Provision	Supplimentary Estimate Provision	FR 66/69 Transfers	Total Net Provision 4=(1)+(2)+3	Total Expenditure	Net Effect Saving /(Excesses) 6= (4)-(5)
		1	2	3	(4)=(1)+(2)+3	5	(6)= (4)-(5)
Programme (1)							
(a) Recurent	(1) Recurent	1,065,500,000	389,161,000	17,773,931	1,454,661,000	1,393,572,286	61,088,714
				(17,773,931)			
(b) Capital	(2) Capital	143,500,000	100,000,000	-	243,500,000	75,629,940	167,870,060
Grand Total		1,209,000,000	489,161,000	-	1,698,161,000	1,469,202,226	228,958,774



Chief Accountant
S.L. Athambawa
District Secretariat,
Date : 2022.02.21

S.L. Athambawa
Chief Accountant
District Secretariat
Ampara

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/District Secretariat/Provincial Council as an agent of the other Ministries/ Departments

SN	Allocation received from Ministry/ Department	Purpose of Allocation	Allocation		Actual Expenditure	% of Allocation Utilized from Final Allocation
			Actual Allocation	Final Allocation		
1	Ministry of Buddhism Cultural Affairs	101-2-6-7-2205 Sustainable Punya Village Programme 2019/2021 and Araneri School Development Programme	5,040,000.00	5,040,000.00	2,764,690.41	54.85
		101-2-6-8-2205 Reconstruction of Temples damaged due to the unusual weather – 2021 and Development Programme for Under Developed Temples - 2021	8,990,000.00	8,990,000.00	6,879,927.36	76.53
		101-02-05-23-2104 Completion of Balance Works of Cultural Centre (Mahoya/Uhana/Irakkamam/Sainthamaruthu/ Damana)	40,480,316.33	40,480,316.33	13,615,140.33	33.63
		101-02-05-23-2105 Sustainable Punya Village Programme	876,000.00	876,000.00	869,749.40	99.29
		101-2-5-0-2001 Cultural Centre Padiyatalawa/ Dehiyatakandiya	442,806.65	442,806.65	420,433.97	94.95
2	Ministry of Islamic Cultural Affairs	202-2-1-7-2506 Construction of Islamic Cultural Centre and Mosque Renovation	990,000.00	990,000.00	973,297.70	98.31

		Development Programme – 2021 (Pottuvil/ Irakkamam/ Karaitivu				
3	Ministry of Christian Affairs	203-02-01-10-2205 Reconstruction of Mahaweli Mother Temple and Construction of Pedestal of Fatima Mother Temple.	1,784,000.00	1,784,000.00	1,690,607.36	94.76
4	Ministry of Justice	228-1-1-0-2001 Released the allocation for small scale renovation and small scale construction of courts.	7,330,692.63	7,330,692.63	77,844.38	1.06
5	Department of Forest Conservation	284-1-1-2105 Construction of Elephant Fence and Clearance of Elephant Fence.	56,232,999.37	56,232,999.37	20,388,866.47	36.26
6	Ministry of Cane, brass, earthenware, wood work and Promoting Rural Artist.	408-02-03-01-2509 Renovation of Vidatha Centre	2,806,340.00	2,806,340.00	2,569,456.93	91.56
		408-1-1-8-2109(1) One village One Entrepreneur programme	41,748,276.79	41,748,276.79	21,157,275.03	50.68
		408-02-03-08-2509(2) Local and Foreign Market Promoting Programme for Rural Industries.	1,163,133.10	1,163,133.10	1,060,663.10	91.19
		408-02-03-08-2509 (3) Rural and Traditional Industrial Village Development Programme.	11,007,361.75	11,007,361.75	2,790,064.50	25.35
7	State Ministry of National Right, Theatrical and Promoting Rural Artist.	401-2-03-020-1409 Construction of surrounding fence at the land of Henanigala South Ancient place (Museum) by removing wire fence fixed and fixing gate in a safety method and renovation of roof of the two located in the premises of the museum.	2,268,855.75	2,268,855.75	589,181.34	25.97

8	State Ministry of Defense and Disaster Management	409-02-09-02-2509 Implementation of Programme to minimize the disaster. (Mahoya/ Addalaichenai/ Uhana	11,922,115.00	11,922,115.00	3,388,112.69	28.42
9	Ministry of Daham Pasala, Pirivana and Monk's Education.	422-02-03-03-2001 Building and Construction	1,850,058.00	1,850,058.00	1,337,497.58	72.29
		422-01-02-01-2205(11) Development of Daham Pasala – Sri Gnanatissa Daham Pasala, Sri Vijayarama Viharai, No 18, Weeragoda, Uhana, Ampara	475,013.00	475,013.00	-	-
10	Ministry of Rural and Divisional Water Supply	433-02-03-5-2506(II) Improvement of Rural Water Supply and Health Facilities.	3,250,000.00	3,250,000.00	-	-
11	Department of Agriculture	285-02-03-0-2104 Rectifying bills for the construction Office Building including Conference Hall at Office of Deputy Director of Agriculture, Ampara (Inter-Province)	4,130,619.00	4,130,619.00	3,824,646.49	92.59
		285-02-03-0-2001 Construction of Office Building including Conference Hall at Office of Deputy Director of Agriculture, Ampara (Inter-Province)	2,794,287.48	2,794,287.48	2,603,801.12	93.18
12	Department of Fisheries and Water Resources	290-01-01-0-2001 Renovation of Pottuvil and Ullai Fisheries Inspector's Office	253,545.97	253,545.97	240,435.30	94.83

3.8 Performance of the Reporting of Non-Financial Assets

					Rs. ,000
Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2021	Balance as per financial Position Report as at 31.12.2021	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	1,222,861,770.84	1,222,861,770.84	-	100%
9152	Machinery and Equipment	661,191,395.59	661,191,395.59	-	100%
9153	Land	1,479,609,000.00	1,479,609,000.00	-	100%
9154	Intangible Assets	-	-	-	
9155	Biological Assets	-	-	-	
9160	Work in Progress	59,758,515.56	59,758,515.56	-	100%
9180	Lease Assets	-	-	-	

3.9 Auditor General's Report**

AMP/A/Dist.Sec/SR/2021

June 2022

District Secretary,
District Secretariat,
Ampara.

Report of the Auditor General on the Financial Statements of the District Secretariat, Ampara for the year ended 31 December 2021 in terms of Section 11 (1) of the National Audit Act No. 19 of 2018.

The above mentioned report is sent herewith.

E.K.K.S. Edirisinghe
Senior Assistant Auditor General
For Auditor General.

1.3 Responsibility of the Chief Accounting Officer and the Accounting Officer for the Financial Statements

The Accounting Officer is responsible for the preparation of financial statements that give a true and fair view in accordance with Generally Accepted Accounting Principles and in terms of Section 38 of the National Audit Act, No.19 of 2018 and for such internal control as the Accounting Officer determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

1.4 Auditor’s Responsibilities for the Audit of the Financial Statements

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

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

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

(ii) Section 5 and 5:1 of Chapter XIX No action had been taken to recover arrears of rent totalling Rs. 355,782 even as at the year under review since 2020 from residents of 16 official quarters belonging to the district secretariat. As a result, rent revenue receivable to the Government had been decreased by the same amount.

(iii) Section 6.2 of Chapter XIX It is stated that a government quarter should only be given for a public officer. However, the government quarters had been given to 03 outside persons on monthly rental basis for the period from 02 years to 24 years and out of this, arrears of rent from a government quarter amounting to Rs. 5,500 had remained without being recovered. Further, 115 public officers had been included in the waiting list. Accordingly, an effective action had not been taken by the district secretariat to give based on priority from the officers included in the waiting list by obtaining respective government quarters again.

(b) Financial Regulations of the Democratic Socialist Republic of Sri Lanka

(i) Section 137 (5) and 138 (4) When making payment for supplying goods, such goods should be received by examining properly and payment should be made by approving and certifying the expenditure. But, goods valued at Rs. 8,080,557 to be issued to the beneficiaries under samurdhi scheme had not been received by the divisional secretariat, Alayadivembu. However, a cheque had been written by approving the expenditure thereon.

(ii) 261 (3) Although it was stated that a payment should not be recorded in the cash book or a cheque should not be written for payment unless sufficient money are available, 08 cheques valued at Rs. 4,869,983 were drawn by the divisional secretariat, Sainthamaruthu.

(iii) 447 An allocation register (a vote ledger) should be maintained for controlling expenditure by knowing the exact amount that the head of a department can receive to spend. However, 13 recurrent and capital expenditure items under program I of the district secretariat totalling Rs. 374,866,533 had not been brought into the vote ledger during the year under review.

(c) Finance Circular No. 05/2020 of 02 October 2020 No action had been taken for the period from 02 to 15 years in relation to 19 vehicles belonging to the district secretariat which should be removed due to non-use.

(d) Supplementary – 35 of Procurement Guideline of the Democratic Socialist Republic of Sri Lanka – 2006

Although a procurement limit for goods and services in the Regional Procurement Committee (RPC) had been as Rs. 01 million, a black gram skin removing machine valued at Rs. 2,175,000 and a dry smoke generating machines valued at Rs. 3,702,000 had been procured by the divisional secretariats, Thirukovil and Damana respectively by making a decision beyond the limit of Regional Procurement Committee (RPC).

2.5 Tax Recovery on Contracts

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No action had been taken to remit the value added tax of Rs.929,318 deducted from the two contract works in the year 2020 to the Inland Revenue Department by making payment to the relevant contractors. As a result, a revenue receivable to the government had been understated by the same amount.

2.6 Irregular Transactions

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Even though there was a government quarter scheduled for the Divisional Secretary under the purview of the Divisional Secretariat, Navithanveli, no action has been taken to renovate this quarter and a total sum of Rs. 324,000 had been paid as a house rent to the Divisional Secretary and Assistant Divisional Secretary to reside in another Divisional Secretariat Division during the year under review.

2.7 Deposits

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The motor vehicle fines amounting to Rs. 1,063,940 collected in 09 Divisional Secretariats received by the District Secretariat had been remained in the deposit account without taking action to remit to relevant department.

2.8 Surcharge

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The following observations are made.
A sum of Rs. 1,783,066 had been allocated in the year under review by the Department of Wildlife for the work of cleaning the road for the construction of an elephant fence for a distance of 22 kilometers on one side of the vaddinagala road of Divisional Secretariat, Damana. However, it was suspended on 30 June 2021 in accordance with the request of the public regarding this work and a sum of Rs. 1,315,645 had been paid to the contractor on 24 August 2021 for 15 km works. Further, according to the report submitted by the officer of the Wildlife Department on 24 November 2021, the works had been done only for the distance of 09 km. However, a sum of Rs. 526,259 had been paid for the 06 km of which work had not been done.

3. Operating Review

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3.1 Performance

3.1.1 Non-achievement of the Expected Outcome

The following observations are made.

- (a) Although 1800 chicks valued at Rs. 600,000 had been distributed to 60 beneficiaries under the Saubagya program in two Grama Sevaka Divisions of the Divisional Secretariat, Ninthavur, 430 chicks valued at Rs 282,000 represents 24 per cent were found dead within 03 months after being distributed, thus the expected benefit could not be achieved by the beneficiaries.

- (b) A sum of Rs. 416,500 had been provided to the Divisional Secretariats, Irakkam and Nintavur for planting bamboo and fruit saplings in the side of rivers under the fund allocation of the Ministry of Environment. However, out of the 3000 bamboo calves received from the Environment Authority and the 400 fruit tree calves purchased, more than 75 per cent of the calves were found to be dead, thus the expected benefit had not been achieved.

3.1.2 Projects abandoned without being completed

The following observations are made.

- (a) Even though a sum of Rs. 200,000 had been provided to the divisional secretariats, Kalmunai, irakkamam and Damana in the year under review for the purchase of mechanical equipment for the production of organic fertilizer under the fund allocation of the Eastern Provincial Ministry of Agriculture, Irrigation, Livestock Production Development, Fishery Cooperative Development and Food Supply and Distribution, no action had been taken by the divisional secretariats to implement this project.
- (b) Even though a provision of Rs. 500,000 had been provided by the Ministry of Buddhasasana, Religious and Cultural Affairs for constructing a donation hall at the Chandananatha Religious Temple by the Divisional Secretariat, Uhana, the project had been abandoned due to lack of suitable roads for transport to the selected destination and lack of funds.
- (c) Even though an agreement had been entered with the Divisional Secretary for works valued at Rs. 500,000 allocated for 04 projects under the decentralized budget by the Divisional Secretariat, Uhana, these projects had been abandoned due to lack of time and the contractor not starting work on time.
- (d) Although a sum of Rs.750,000 had been provided by the National Integration and Reconciliation Bureau (ONUR) to the Divisional Secretariat, Damana in 2019 for beekeeping project, a sum of Rs. 343,125 had only been spent by the Divisional Secretariat for building beehives and this project had been abandoned due to lack of bees and the balance amount of Rs. 368,000 had been remained in the deposit account.

3.1.3 Delays in implementing Projects

The following observations are made

- (a) A sum of Rs. 55,000,000 had been allocated to the Divisional Secretariat, Alayadivembu by the State Ministry of Rural Housing, Construction and Building Materials Industry Development for providing houses to 55 displaced beneficiaries. However, it was stated that as per the Housing Agreement No. PLN/DEVE/RESET/HOIMN/29 dated 12 August 2021, respective project should be completed within 05 months of signing the agreement. But, 50 houses had not been fully completed and construction work of one house had not been started yet.

- (b) A sum of Rs. 1,779,771 had been spent by the end of the year under review for constructing a turmeric production centre under Saubakya project by the Divisional Secretariat, Uhana and it was stated in the agreement that this work should be completed on 31 December 2021. However, the construction work of this building had not been completed even by 09 May 2022.
- (c) A sum of Rs. 3,326,585 had been paid to the contractor for the construction of a one-stop building for obtaining government services under the “Gama Semaha Pilichandra” program for the Divisional Secretariat, Uhana. However, this work had not been completed even by 09 May 2022.
- (d) A sum of Rs. 2,667,600 had been allocated by the State Ministry of Samurdhi, Household Economy, Micro finance, Self-Employment Business Development and Downstream Utilization State Resources Development for construction of 30 fish rearing ponds for fish production in Kalugolla village of the divisional secretariat, Damana. However, even though the district secretariat mentioned that this project should be completed on 31 December 2021, 17 fish rearing ponds had not yet been constructed.
- (e) A sum of Rs.3,902,000 had been allocated by the State Ministry of Samurdhi, Household Economy, Micro finance, Self-Employment Business Development and Downstream Utilization State Resources Development for the purchase of 30 dry fume machines for the production of dried fish by Divisional Secretariat, Damana. However, even though it was stated that this project should be completed within 25 December 2021 as per agreement, 27 dry fume machines had not yet been procured.

3.1.4 Projects without Progress despite the Release of Money

 The following observations are made.

- (a) Even though a black gram removing machine had been procured at Rs. 2,175,000 for Divisional Secretariat, Thirukovil under Saubakya programme on 30 December 2021. This machine had not been used so far due to the lack of adequate explanations by the relevant association members regarding the operation of the machine.
- (b) 60 incubator machines had been procured at Rs. 180,000 each at Rs. 30,000 to provide to 148 beneficiaries by Divisional Secretariat, Ninthavur under Saubakya Programme on 23 December 2021. However, due to the lack of training for the beneficiaries regarding the operation of this machine, it had not been used up to date.
- (c) A sum of Rs. 11,955,340 had been allocated by the State Ministry of Samurdhi, Household Economy, Micro finance, Self-Employment Business Development and Downstream Utilization State Resources Development for purchasing goats, constructing tents, providing insurance and training under the work scheme relating to establishing Production Village and improving livelihood of the people in the Divisional Secretariat, Alayadivembu and Irakkamam. But, an insurance policy had not been obtained against the losses of goats, thus out of 294 goats valued at Rs. 580,800 issued to the beneficiaries,

46 goats were death within a period of three months. However, compensation could not be obtained for those goats. As a result, expected benefits could not be obtained by the beneficiaries.

- (d) Canoes (216' FRP Fishing Canoes) valued at Rs. 445,000 had been issued to 03 beneficiaries selected by the Divisional Secretariat, Karaitivu under the Integrated Village Development Programme (ONUR) in the year 2019. However; The canoes provided were not being used by the beneficiaries and as the beneficiaries had been sold them to other persons, objective of issuing them could not be achieved within the stipulated period of time and expected benefits could not be obtained by the beneficiaries.

3.1.5 Projects commenced after delays

A sum of Rs. 05 million had been allocated for installation of street lights at the junctions of the main roads by the Ministry of Urban Development, Coast Conservation, Waste Disposal and Community Sanitation for Divisional Secretariat, Irakkamam. However, it is mentioned that according to the agreed agreement, the work valued at Rs. 4,540,900 should be started on 24 September 2021 and completed on 23 November 2021. But, these works has not been started for more than 03 months and no extension had been received in this regard from the Secretary of the Ministry.

3.2 Assets Management

Following observations are made.

- (a) Due to the accidents involving vehicles numbered EP PC 7 4 and EP PD 4 8 : 3 belonging to the District Secretariat in the period of 4 2 ,3472 and 4 2 ,4th amount that could have been obtained from the insurance company was Rs. 7 6 million but the vehicle insurance claims could not be obtained by the end of the year under review due to non-submission of the applications within the due period.
- (b) Vehicle No. 42-8880 belonging to the District Secretariat has been handed over to a garage for repairs for more than 21 years but no action has been taken to repair or recall it by the end of the year under review.
- (c) From the year 2019 to May 2022, 43 used motorcycles obtained by the District Secretariat and the Divisional Secretariat had been parked in the storage complex for more than 03 years without taking action to use.
- (d) The lands of Dehiattakandiya, Padiyathalawa, Mahaoya, Damana, Addalachchenai and Thirukkivil Divisional Secretariats had not been assessed and presented in the financial statements up to the end of the year under review.
- (e) No action had been taken to obtain ownership of the lands located in Dehiattakandiya, Padiyathalawa and Mahaoya Divisional Secretariats.

- (c) Due to non-recruitment of permanent officers for 78 vacant posts of Grama Niladhari, the administrative work of Grama Niladhari remained in a weak condition.
- (d) Although it is stated in the Public Administration Circular No. 18/2001 dated 22 August 2001, that all officers who have served in each workplace for a maximum period of 05 years should be transferred them to allow work in other workplaces, 51 officers of the District Secretariat have been in the same place for a period of 06 to 31 years and no action has been taken to transfer them to other places so far.

E.K.K.S. Edirisinghe
Senior Assistant Auditor General
For Auditor General.

04. Chapter 04 – Performance indicators

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

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

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

5.1 Indicate the Identified Respective Sustainable Developments Goals

Performance of the Achieving Sustainable Development Goals (SDG)						
Goal No	Goals / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50%-74%	75% - 100%
1	End Poverty in all its forms everywhere	02)Ensure significant mobilization of resources from varieties of sources	1.) There are 79.89m value of Sawbagaya Production Villege Programme done for enhancing rural production in the district.	48.60%		
			2.) 39 Water supply connection has been given in the District.			
2	End Hunger, achieve food security and improved nutrition and promote sustainable agriculture	1.) By 2030, double the agriculture productivity and incomes of Farmers, Fishermen's and small scale food producers	1.) Black gram and green gram seeds has been given in some DS Divisions	51.95%		
			2.) 908 Development projects include Village Roads, Bridges, Side Drainage etc for developing the agriculture			
3	Ensure healthy lives and promote well-being for all at all ages	1.) By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment and promote mental health and well-being	1.) 32 Nos of big and small rural playground were renovated and developed for making free diseases life with strong healthy condition	58.00%		
			2.) 570 Nos of toilets were constructed and renovated for hygiene			
		2.) By 2030, achieve equitable sanitation and hygiene for all	1.) 570 toilets were constructed and renovated for hygiene			

4	Ensure access to affordable, reliable, sustainable and modern energy for all	1.) By 2030, ensure local access to affordable, reliable and modern energy services	1.)33 electricity facilities were provided to homes	49.18%		
5	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	1)Develop quality, reliable, sustainable and resilient infrastructure including regional and transcoder infrastructure to support economic development	1.) Concrete roads, gravel, bridges, culverts and needed side drainages with rural accesses were developed to sustainable industrialization and foster innovation.		57.10%	
2) Increase the access of small-scalp industrial and other enterprises		2.) supporting infrastructure like weekly markets were developed to promote inclusive industrialization				

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

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

06. Chapter 06 - Human Resource Profile

06.1 *Cadre Management*

	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
Senior	13	12	1
Territory	4	3	1
Secondary	80	76	4
Primary	39	30	9
Total	136	121	15

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

Taking action to maintain the performance of the institute by providing the assistance of Multi-Purpose Development Assistant and other Trainees towards the activities of Primary and Secondary level Officers.

06.3 Human Resource Development

Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
			Local	Foreign		
GN Training Programme	417	2021.12.04 - 2021.12.10	339,800.00	-	Local	Good
GN Training 03 Days Programme	417	2021.12.22 - 2021.12.30	525,000.00	-	Local	Good
ITMIS Accounts Training	150	2021.11.30 - 2021.12.01	323,662.00	-	Local	Good
Training Programme specially design for Management Service Officers I Grade for the Efficiency Bar Exemption (Sinhala Medium)	29	2021.12.13 - 2021.12.22	145,890.00	-	Local	Very Good
Training Programme specially design for Management Service Officers I Grade for the Efficiency Bar Exemption (Tamil Medium)	23	2021.12.16 - 2021.12.28	108,990.00	-	Local	Very Good

07. Chapter 07– Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Others	-		
2	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		

2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Complied		
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		

6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports has been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	75%	25% Covid -19	Alternative methods will be handled (via social media)
8	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey 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	Complied		

	and other relating recommendations, actions were carried out during the period specified in the circular			
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	Complied		
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		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		

12.3	The loan balances in arrears for over one year had been settled	Complied		
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre			
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 /	Complied		

	allegation to public against the public authority by this website or alternative measures			
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not Complied	Not done due to COVID 19	To be done in future
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

END