

ANNUAL REPORT - 2018

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01. To Empower the Public Sector for Better Tomorrow

The Sri Lanka Institute of Development Administration (SLIDA), a body incorporated under the Ministry in-charge of the subject of Public Administration was established in May 1982, by Act No. 9 of 1982. It is the premier national institute vested with the responsibility for competency enhancement and professional development of executives in the public sector.

In its core value of public interest, SLIDA's key functional areas are providing training for Public Sector Officials, Management Consultancy for Public Sector Organizations and encourage research among public sector officials.

SLIDA is also conferred with Master's Level degree awarding status by the University Grants Commission of Sri Lanka. SLIDA's School of Postgraduate Studies offers Masters in Public Management and Postgraduate Diploma in Public Management. This has been introduced to cater to the requirements of drop of today's fast changing and challenging public management environment where Secretaries of Ministries, Chief Executive Officers, and other stakeholders alike are increasingly demanding a value added contribution from their managers.

Subject to the overall direction of the Minister in charge of the subject of Public Administration, the Governing Council of SLIDA is responsible for deciding on the policies of the Institute.

SLIDA has networked with several foreign universities and training institutions, such as London Civil Service College, Singapore Civil Service College, Beijing Foreign Studies University of China, Lal Bahadur Shastri National Academy of Administration in India, Monash University of Australia, Civil Service Training Institute of Maldives, Huazhong University of Science & Technology of China, that facilitates collaboration in training and research. During 2018, SLIDA entered into Memorandum of Understanding with the following institutions to enhance bilateral training and research cooperation.

- National School of Public Policy (NSPP), of the Government of the Islamic Republic of Pakistan.
- Institute of Public Enterprises, Hyderabad, India.

Over the past 36 years, SLIDA has grown to become a strong institution, providing a comprehensive portfolio of services including knowledge enhancement, skill enhancement, and organizational development and conducting research.

Vision

“To be the Centre of Excellence for Public Sector Learning and Development in Asia.”

Facilitate continuous improvement for an innovative, futuristic and a citizen-centric public service through learning and development, advisory services and research

Mission

STRATEGIC GOALS –

- To contribute to the national development goal of creating a more vibrant and effective public service
- To play a leading role in contributing to national level policy development
- To create a positive image for SLIDA in the minds of its stakeholders, which in turn will generate a greater demand for its learning & development programmes
- To transform SLIDA to be a collaborative centre for Public Administration and Management Development in South and South East Asia

KEY FUNCTIONS –

- Build capacity of public sector managerial staff through portfolio of learning & developing programmes
- Develop knowledge of the public sector officials through Post Graduate Degree programmes
- Develop a repository of purpose driven research studies related to Public Policy and Management
- Conduct organizational development services to improve the effectiveness & efficiency of Public Sector Institutions and State Owned Enterprises
- Conduct Efficiency Bar and language examinations for the public sector

OUR VALUES –

- Excellence, Commitment, Diversity, Accountability, Sustainability

STRATEGIC INTENT –

- “To Empower the Public Sector for Better Sri Lanka Tomorrow”

1.1 Message of the Secretary to the Ministry of Public Administration and Disaster Management / Chairman of the Governing Council - SLIDA



I am very much pleased to send this message to the Annual Report of the Sri Lanka Institute of Development Administration (SLIDA) for the year 2018. Being the apex institute for training the managerial level officers in the public sector, SLIDA has been able to accomplish its mission during the year under review with a number of outstanding achievements.

Foremost in its mandate is to provide induction and capacity building training for the All Island Service Officers. Accordingly, during 2018, three induction programs had been conducted for Sri Lanka Scientific Service, Sri Lanka Engineering and Sri Lanka Architects' Service in order to orientate these new public servants to a people friendly career with a spirit of promoting the public interest.

I am happy to state that SLIDA has started mobile training programs in the districts during this year which helps the public servants. The establishment of a research center at SLIDA was a fulfillment of a long felt need. Conducting research related to problems in service delivery is highly important since the findings are helpful to address the issues in public management theory and practice. The officers attached to various government organizations who are interested in finding solutions to improve the service delivery in their institutions can make use of this center to conduct relevant research. The School of Postgraduate Studies of SLIDA conducts a unique program of Master of Public Management (MPM) for the mid-career development of the public sector managers and in 2018 it enrolled a new batch of students.

I will take this opportunity to thank for the Hon. Ranjith Madduma Bandara Minister of Public Administration and Disaster Management, the members of the Governing Council – SLIDA for their valuable instructions given to achieve the targets during the year. I must also thank for the Director General and staff for their dedication to achieve the targets of SLIDA. I wish all those who contributed their best to SLIDA during the year, a happy and prosperous future.

J.J Rathnasisri,

Secretary,

Ministry of Public Administration and Disaster management,

Chairman, Governing Council of SLIDA

Message of the Director General



The year under review was a remarkable one for SLIDA in many ways during which we were able to achieve several important triumphs. Outstanding among them was the winning of the Green Energy Award for “SLIDA’s March towards Green” which was awarded to SLIDA by the German Embassy in Sri Lanka and the GIZ at a ceremony graced by H.E. the President and Hon. Ranjith Madduma Bandara, the Minister of Public Administration and Disaster Management.

The Environment Award for 2018 was also won by SLIDA in the same year. In facilitating the Government’s “Renewable Energy and Energy Efficiency Networking Project”, SLIDA declared a week to promote its green initiative which was ceremonially opened amidst a distinguished gathering including the German Ambassador in Sri Lanka. SLIDA was also the proud winner of the third place of National Productivity Award 2018 under the services and manufacturing category.

Fulfilling its core functions related to the development of required competencies of the public servants, SLIDA conducted 29 programs successfully for 964 participants in addition to the 09 diploma programs with foreign training components. Also, 43 customized training programs for 1281 participants and 17 short term scheduled programs were successfully conducted during the year. Two management consultancies were done at the request of client organizations. Implementing a new activity included in the Strategic Plan 2017-2021, five (05) mobile training programs were conducted at the district level with a view to enhancing the efficiency of service delivery at District Secretariats.

The School of Postgraduate Studies of SLIDA enrolled a new batch of 82 participants for its Master of Public Management during the year. In order to develop professional competencies of the executives in both public and private sectors, the SPS organized a series of public lectures delivered by eminent local and foreign experts.

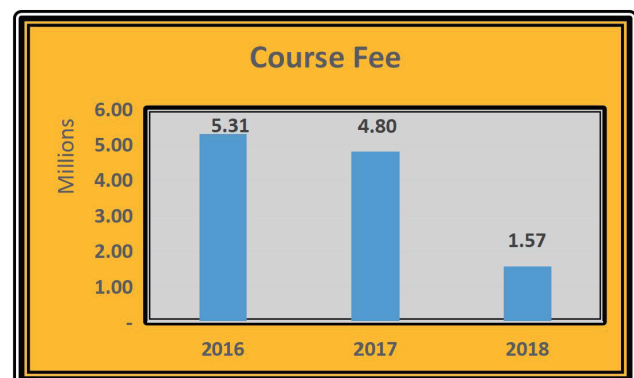
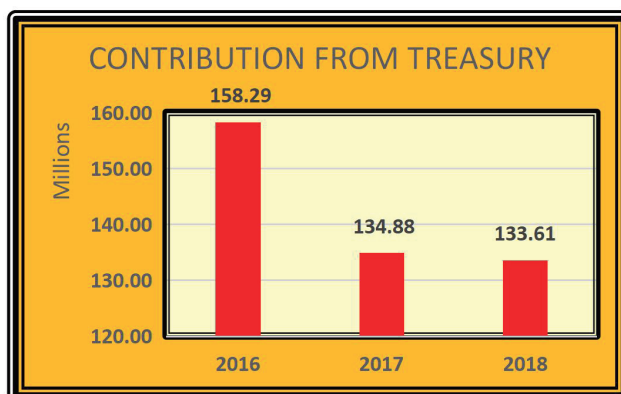
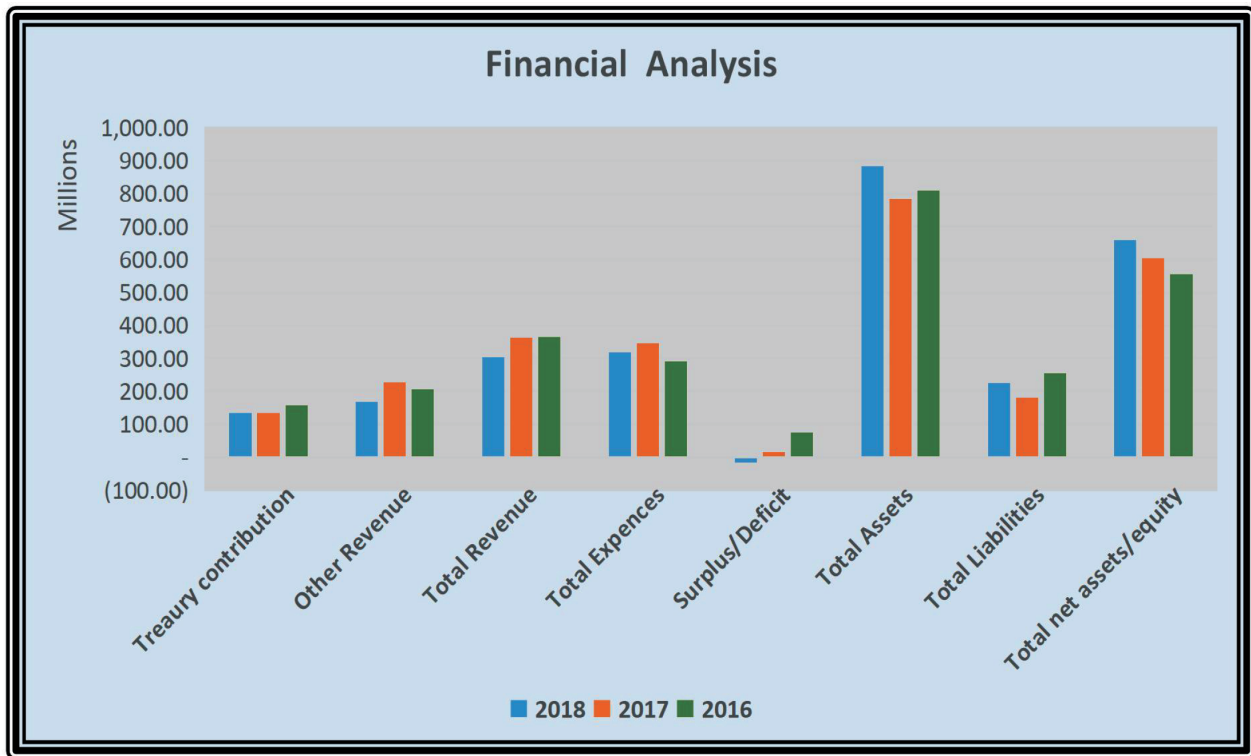
The establishment of the Research Centre at SLIDA is yet another remarkable achievement during the year which was a fulfillment of a long felt need. Conducting research related to public policy and management is encouraged and facilitated by this Centre having considered that making policies and implementation of them will be more effective when informed by research findings.

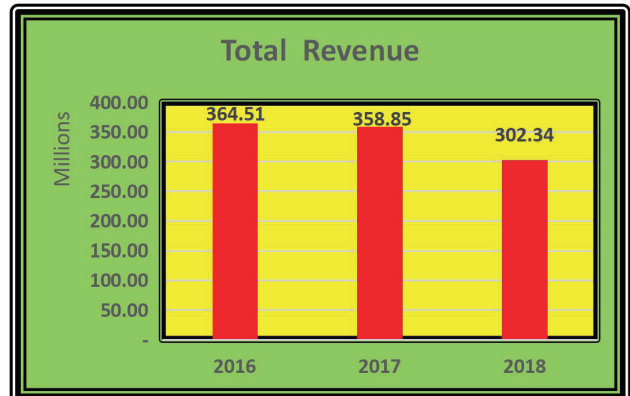
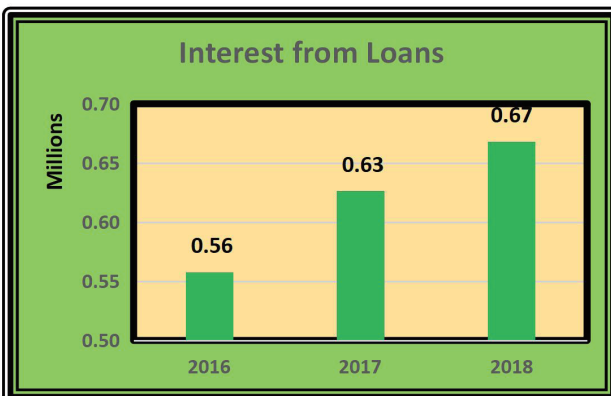
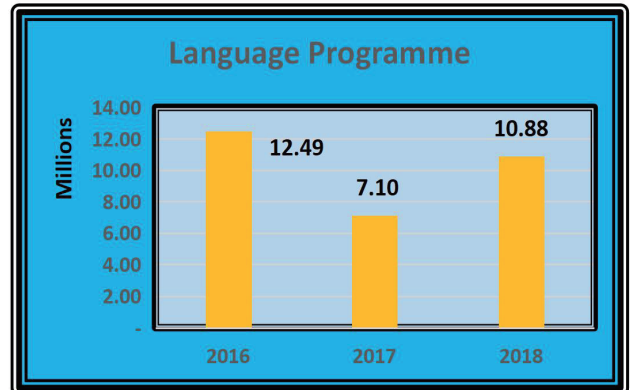
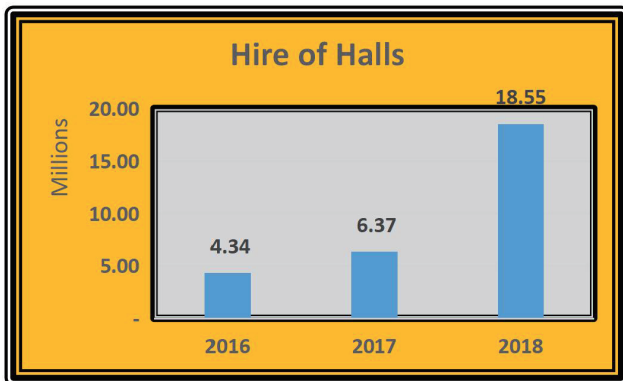
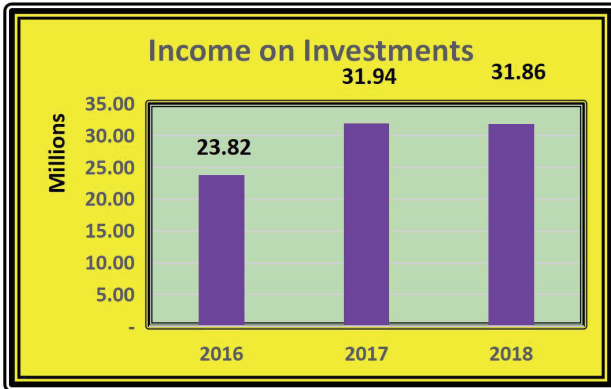
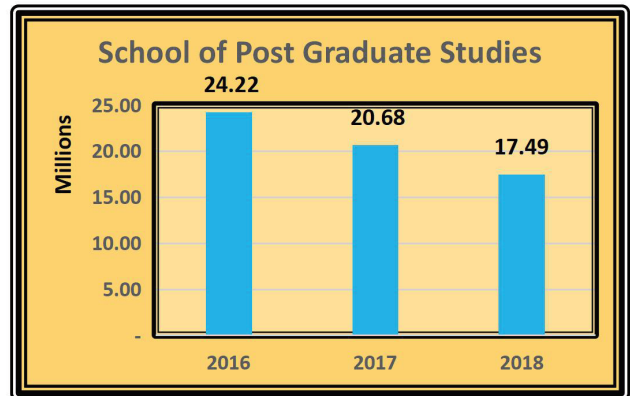
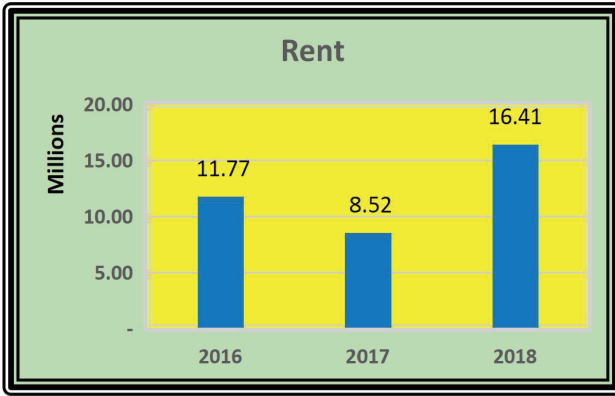
I must mention here the commitment and cooperation of the entire SLIDA staff which contributed to overcoming challenges and paving way for the achievements mentioned above. I am indebted to them for that. Finally, I must take this opportunity to convey our sincere thanks to Hon. Minister of the Ministry of Public Administration and Disaster Management, Governing Council and all our state holders and the Ministry staff for providing the necessary guidance and advice, and facilitating us during the year under review in numerous ways.

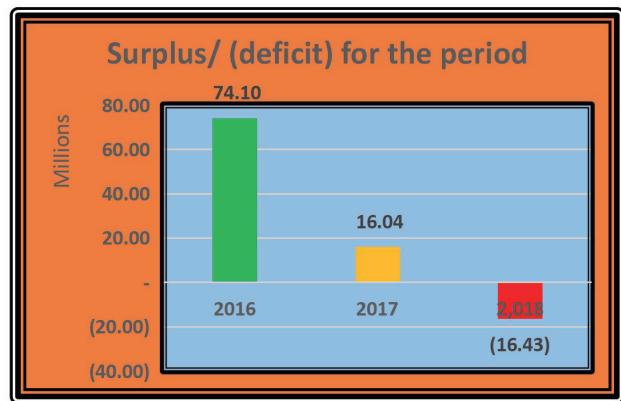
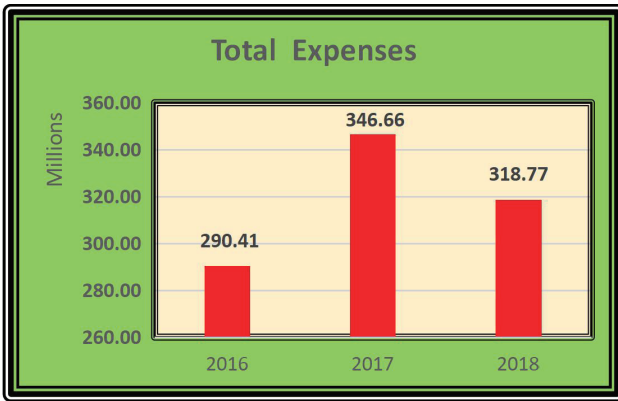
K M S D Jayasekara
Director General

02. Financial Highlights

Financial Analysis	2018	2017	2016
Treasury contribution	133,612,634.00	134,878,943.00	158,292,480.00
Other Revenue	168,727,683.00	227,819,603.00	206,195,096.00
Total Revenue	302,340,317.00	362,698,546.00	364,487,576.00
Total Expenses	318,768,799.00	346,657,892.00	290,412,354.00
Surplus/Deficit	(16,428,481.00)	16,040,653.00	74,075,222.00
Total Assets	884,324,572.00	783,118,911.00	809,841,449.00
Total Liabilities	224,994,820.00	179,600,089.00	254,292,080.00
Total net assets/equity	659,329,751.00	603,518,821.00	555,549,369.00







03. Members of the Governing Council

In terms of Section 6 (1) of the Sri Lanka Institute of Development Administration Act No.09 of 1982, the Hon. Minister of Public Administration appointed the following persons as members of the Governing Council for year 2018.



Mr. J J Rathnasiri
Chairman
Secretary
Ministry of Public
Administration and
Management
Independence Square,
Colombo - 07
(From 01.01.2018 to
21.05.2018)



Mr. Padmasiri Jayamanne
Chairman
Secretary
Ministry of Public
Administration, Management
and Law & Oder
(From 22.05.2018 to
31.12.2018)



Mr. Saman Ekanayake
Member
Secretary to the Prime
Minister
Prime Minister Office
No. 58,
Earnet De Silva Mawatha,
Colombo - 07



Mr. S T Kodikara
Member
Secretary
Ministry of Home Affairs



Mr. D.C. Dissanayake
Member
Secretary
Ministry of Higher Education
No. 216, Maganeguma
Mahamedura, Densil
Kobbekaduwa Mawatha,
Battaramulla, Koswatta
(From 01.01.2018 to
21.05.2018)



Mr. J J Rathnasiri
Chairman
Secretary
Ministry of Higher Education
and Highways
Independence Square,
Colombo - 07
(From 22.05.2018 to
31.12.2018)



Mr. H.T. Kamal Pathmasiri
Member
Secretary
Ministry of Provincial Councils
& Local Government
No. 330,
Dr. Colvin R. de Silva Mawatha
(Union Place), Colombo 02



Mr. P B S C Nonis
Member
Comptroller General
Ministry of Finance and Mass
Media
The secretariat,
Colombo 01



Mr. Charan Amarathunga
Member
Management Consultant
No. 10 B,
Gower Street,
Colombo 05



D.A.Vijith Mahendra Rathnasekara
Member



Mr. S Suresh C Fernando
No.3 B,
Haludagoda Road,
Off Templars Road,
Mount Lavinia.



Ms. Wasantha Perera
Member
Director General, SLIDA
(From 01.01.2018 to
27.09.2018)



Mr. K M S D Jayasekara Member
Director General (Actg.) of SLIDA
(From 28.09.2018 to 31.12.2018)

04. Senior Management and Faculty

Ms. Wasantha Perera

Director General (From 01.01.2018 to 27.09.2018)

SLAS – Special Grade

MSc in Project Management, University of Technology, Sydney, Australia

PGD in Economic Development, University of Colombo, Sri Lanka

PGD in Management, Postgraduate Institute of Management, University of Sri Jayawardenapura, Sri Lanka

Bachelor of Science, University of Peradeniya, Sri Lanka.

Ms. K.M.S.D. Jayasekara

Director General (Actg.) (From 28.09.2018 to 31.12.2018)

Additional Director General (Learning & Development)

SLAS – Special Grade

Masters in Public Administration, Postgraduate Institute of Management, University of Sri Jayawardenapura, Sri Lanka

Masters in Strategic Human Resource Management, Victoria University, Australia

PGD in Management, PIM, Sri Lanka

BSc (Biology), University of Sri Jayawardenapura, Sri Lanka.

Ms. P.W. Rajapaksa

Additional Director General (Administration and Finance)

SLAS – Special Grade

Master of Business Administration, Monash University – Australia

PGD in Management, University of Sri Jayawardenapura

PGD in International Relations (Merit Pass), Bandaranaike Centre for International Studies

B.Sc. Business Administration (special) Degree – Second Class Lower Division, University of Sri Jayawardenapur

4.1 Profiles of the Internal Faculty

Ms. N.J. Jayasundara

Senior Consultant

MSc (Environment Economics) PGIA Peradeniya

BSc (Hons) Agriculture, University of Peradeniya

Professional Certificate in Environment Management (CDG. Germany)

Mr. W.M.M.G.D. Wijekoon

Senior Consultant

MSc (Urban Environmental Management), AIT – Thailand

BA (Hons), Geography, University of Colombo

Mr. A. Lokugamage

Senior Consultant

SLAcS (Grade – I)

MA (Finance Econ) University of Colombo, PGD (Economic Development),

PGD (Corporate and Strategic Finance)

HNDA, DPFM, DIPPCA, Dip in IT, MAAT

Dr. S.R.S.N. Sudhasinghe

Additional Director General (PGDS) Cover up Duties

Senior Consultant, Academic Coordinator – School of Postgraduate Studies

PhD in Development Administration (Specialized in Public Policy Management),

MA (Economics) University of Colombo,

PGD in Economic Development (University of Colombo),

BA (Hons.) University of Sri Jayawardenepura.

Mr. A.B.M. Ashraff

Senior Consultant (From 01.01.2018 to 09.04.2018)

SLAS (Grade – I)

MBA in Human Resources Management, University of Colombo

BA (Hons.) University of Peradeniya.

Ms. R. Dissanayake – Attorney-at-Law

Senior Consultant

SLAS (Grade – I)

Commissioner of Oaths

MPM (Project Management)

PGD in International Relations

LLB, Open University of Sri Lanka

BSc (Hons) University of Kelaniya

DIPPCA.

Ms. T. Abeywardana

Senior Consultant

SLAS (Grade – I)

Master of International Relations, ICU, Tokyo, Japan

Master of Business Administration, University of Peradeniya

Master of Environmental Science, University of Peradeniya

PGD in e-governance, PIM, University of Sri Jayawardenapura

BSc (Special) in Zoology, University of Peradeniya

Diploma in Public Administration, SLIDA

Mr. K.R. Gangadara

Senior Consultant

SLAS (Grade – I)

Master of International and Development Economics (ANU, Australia)

Grad Diploma in International and Development Economics (ANU, Australia)

BSc Sp. In Geology, University of Peradeniya

Diploma in Public Administration (SLIDA)

Mr. N.I. Liyanage

Senior Consultant (From 01.01.2018 to 21.02.2018)

SLAS (Grade –I)

MPPM (Melbourne), Australia

PGD in Development Planning, University of Ruhuna

BSc Eng. (Hons).

Mr. M.S. Anuruddha

Senior Consultant (From 28.02.2018)

SLAcS (Grade I)

Master of Arts in Economics, University of Kelaniya

Master of Business Administration, University of Rajarata

PGD in International Relation from Bandaranayake Center for International Studies (BCIS)

BSc (Sp). In Marketing Management, University of Sri Jayawardanepura

Mr. S.D.N.U. Senadeera

Senior Consultant (From 12.07.2018)

Master of Public Administration, Flinders University, Adelaide, Australia

Master of Arts in Linguistics, University of Kelaniya

BA Degree, University of Peradeniya

Mr. N.M.S.A. Bandara

Consultant

MSc. In Information Technology, University of Moratuwa

BSc (USJ), M.Sc. In Forestry, (USJ).

Ms. M.R. Wakkumbura

Consultant (From 01.01.2018 to 09.03.2018)

M.Phil .in Peace and Conflict Studies, University of Oslo, Norway

BA (Hons.) in International Relations, University of Colombo

Diploma in Human Rights, Institute of Human Rights, Sri Lanka

Graduate Programme in Peace Research, PRIO & University of Oslo, Norway.

Mr. M. Perera

Associate Consultant
 MSc in Artificial Intelligence (AI), University of Moratuwa,
 Bachelor of IT in University of Colombo.

4.2 Profiles of the Service Facilitators

Mr. D.S.Padhmasiri

Director (Finance)
 SLAcS (Grade I)
 BSc. (Special) in Public Administration

Mr. K. Prasanna Chandith

Director (Administration)
 SLAS (Grade – I)
 Master of Public Administration, University of Rajarata
 BSc Science, University of Peradeniya
 Diploma In Education for Sustainable Development, Uppasala University Sweden)
 Diploma in Public Management (Sweden)

Mr. J.S.P. Piyasena

Director (Information Technology and Programme Promotional)
 SLAS (Grade – I)
 Master of Sociology, University of Kelaniya.
 BSc in Applied Science University of Sri Jayawardanapura,

Ms. R.A.S.P. Ranaweera

Registrar
 PGD (Ind. Mathematics)
 B.Sc (Hons)

Ms. T.S. Karasnagoda

Assistant Director (Examinations) (From 01.01.2018 to 03.12.2018)
 SLAS
 PGD in Service Management
 BSc (Science)
 Diploma in Public Administration

Ms. T.D. Narangoda

Internal Auditor
 MA (Economics) University of Kelaniya
 PGD in Business and Financial Administration of ICAS
 BBMtg. Human Resource (Special).

Ms. B.A.P. Balasooriya

Librarian

Master in Library & Information Science

BA – University of Kelaniya

Diploma in Management, Open University of Sri Lanka.

Ms. S.L.I. Samarawickrama

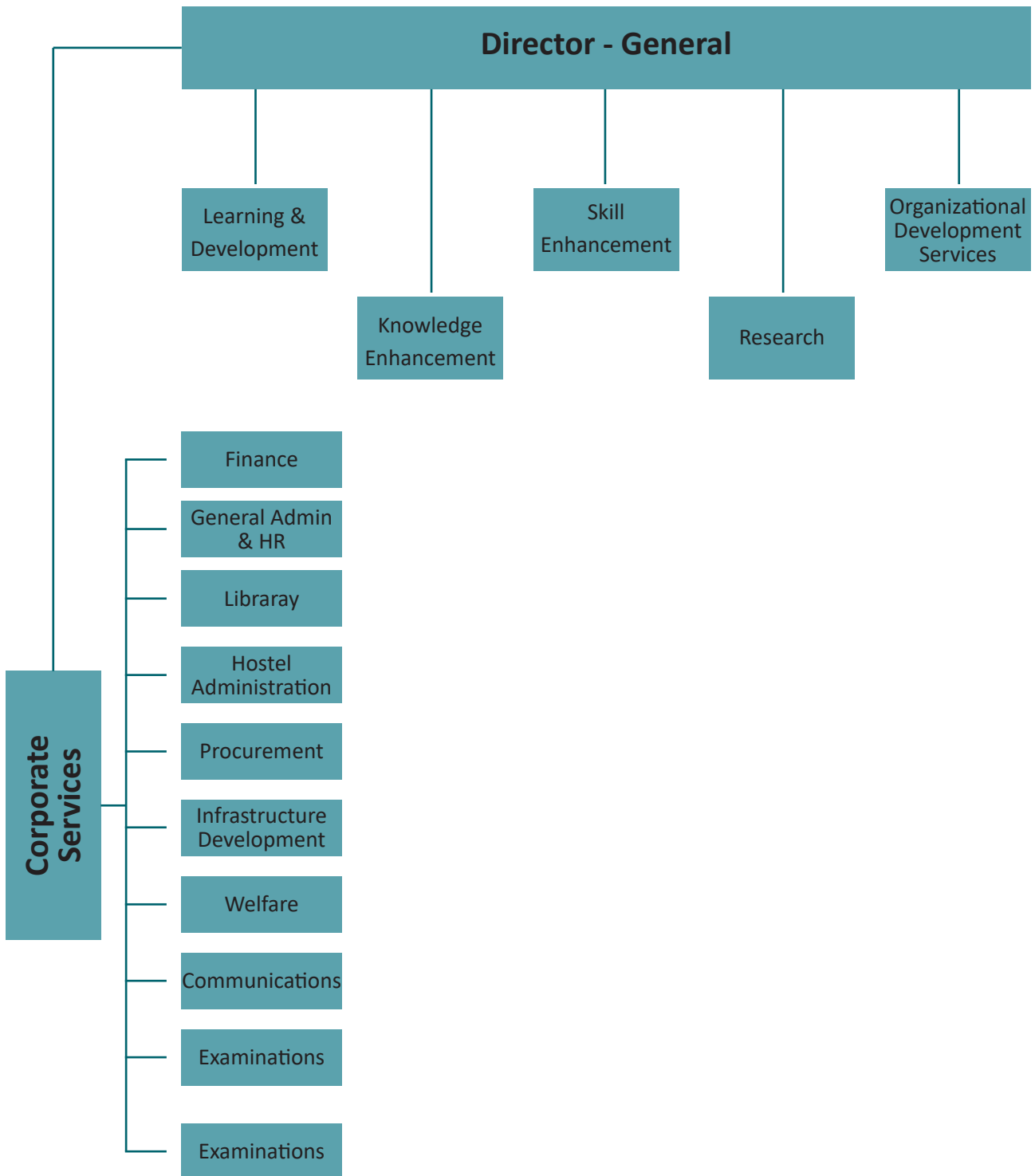
Assistant Registrar

MA (Economics), University of Kelaniya

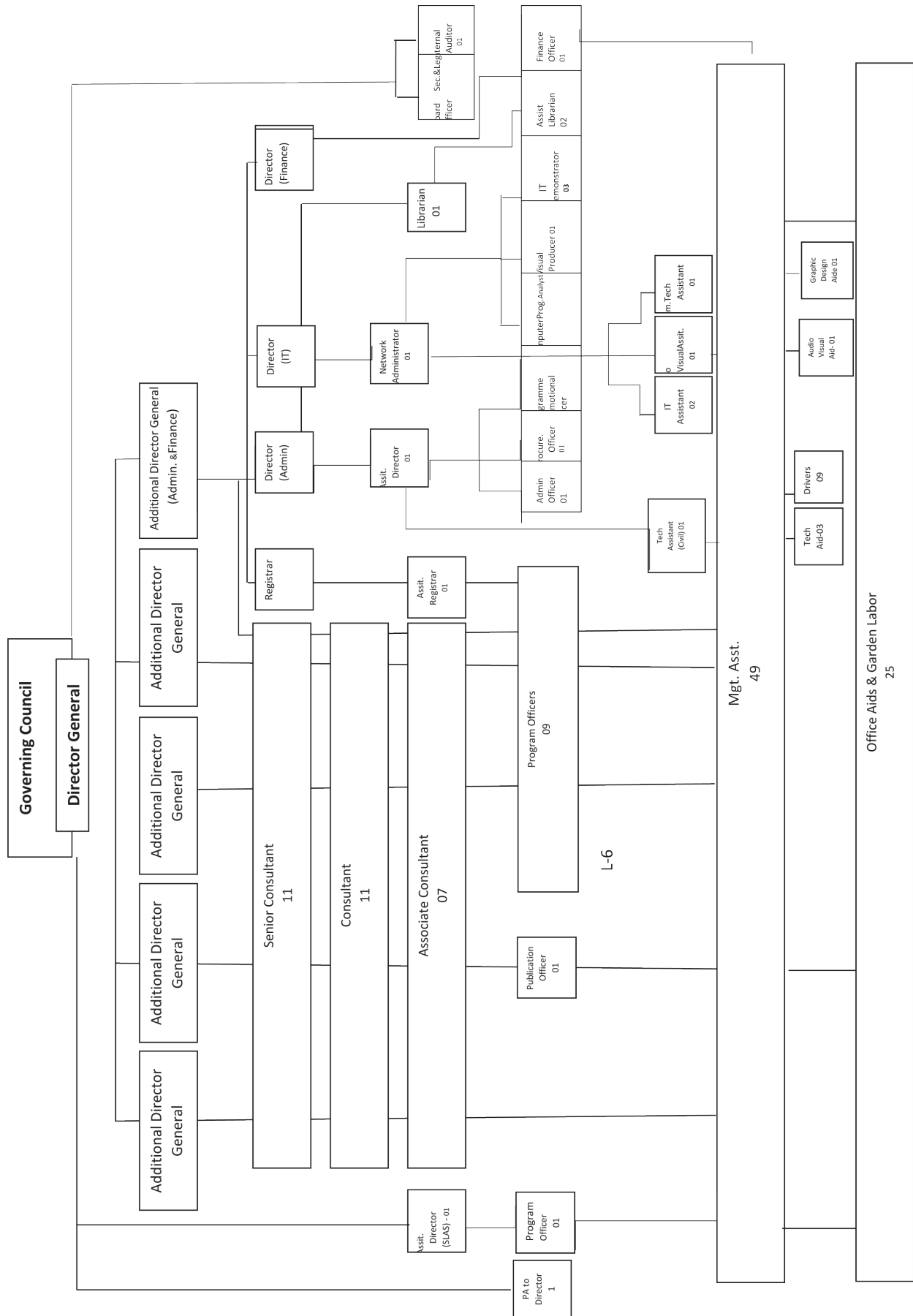
BSc Human Resource Management (Special), University of Sri Jayewardenepura.

05. Functional and Organizational Structure

5.1 Functional Structure of SLIDA



5.2 Organizational Structure of SLIDA



06. Director General's Review

Sri Lanka Institute of Development Administration (SLIDA) was established in 1982 with the aim of providing training and development for the public sector executives in Sri Lanka. The Learning and Development is the focal entity which provides learning and development services customized to meet the capacity development needs of the officers of the public sector. For this purpose SLIDA conducts the following activities for the competency building of public sector organizations and their managerial cadres.

1. Induction Training for the new recruits of the following All Island Services (non fee-levying programmes)
 - i. Sri Lanka Administrative Service (SLAS)
 - ii. Sri Lanka Accountants' Service (SLAcS)
 - iii. Sri Lanka Planning Service (SLPS)
 - iv. Sri Lanka Scientific Service (SLSS)
 - v. Sri Lanka Architectural Services (SLArS)
 - vi. Sri Lanka Engineering Service (SLES)
 - vii. Sri Lanka Information and Communication Technology Service (SLICTS)
2. Mandatory Capacity Building Programmes for officers of All Island Services during their Class I and Class III levels (non fee-levying Programmes)
3. Diploma Programmes (fee-levying)
4. Short Term Training Programmes (non fee-levying Programmes)
5. Customized Training Programmes – based on the requests made by the public sector institutions and public enterprises (fee-levying Programmes)
6. Management Consultancies (fee-levying)
7. Seminars (non fee-levying & fee-levying Programmes)

During the year under review the following programme have been conducted

6.1 Induction Training Programmes

The induction training of new recruits to the All Island Services are held to offer a wide range of subject matter and to equip them with the necessary knowledge, skills and attitudes to perform as front liners in their respective services. In addition to the modules on key subject matters, the programmes have been included special programmes for personal and personality development in way of outbound training with the participation of Kothalawala Defense University. Further, the Language Center of SLIDA has held English language training at their Induction Training. Some programmes were collaborated with the British Council.

During the year under review SLIDA has conducted 3 Induction Training programmes for 310 officers from the all island services, the details of which are given below.

SN	All Island Service	No. of Participants	Progress
01	Sri Lanka Scientific Service (1st Group)	28	Completed
02	Sri Lanka Scientific Service (2nd Group)	22	On going
03	Sri Lanka Translator Service	51	Completed
04	Sri Lanka Engineering and Architecture Service	209	On going
	Total	310	

6.2 Mandatory Learning and Development Programmes for All Island Services

The SLIDA has recognized that continuous enrichment and development of the required knowledge, skills and attitudes that are necessary for the career development of officers of the all island services as one of its core responsibilities.

According to the service minutes of the All Island Services, it is mandatory requirement for every officer of these services to complete induction training and capacity development programmes.

Therefore, nurturing a continuous learning culture among these officers is of paramount importance to ensure an efficient and effective public service. Accordingly, these programmes which are conducted solely for officers of the all island services based on the following concepts:

- enriching specifically identified behavioral and technical competencies that would be required from time to time
- Continuous updating and upgrading the knowledge and skills necessary to cope with the ever increasing challenges in a rapidly changing environment.

Accordingly, in the year 2018 the institute conducted mid-career Capacity Building programmes for 925 officers of the Sri Lanka Administrative Service, Sri Lanka Accountants Service and the Sri Lanka Planning Service the details of which are given below.

Service	No of Groups	No. of Participants	Progress
Sri Lanka Administrative Service (Grade I)	6	179	Completed
Sri Lanka Administrative Service (Grade III)	8	292	5 Groups Completed
Sri Lanka Accountants' Service (Grade I)	5	120	7 Groups Completed
Sri Lanka Accountants' Service (Grade III)	6	233	On going
Sri Lanka Planning Service (Grade I)	4	140	Completed
Total	29	964	

A foreign exposure tour was included in the Capacity Building programme of Grade I officers. The purpose of this programme is to expose participants to foreign experience to learn and obtain practical experiences in their learnings. The training curriculum and methodology was mainly based on strategies to empower the target group, aiming at sharing of information and learn international best practices.

As such, a total of 136 Sri Lanka Administrative Service officers and 29 Sri Lanka Planning Service officers who have completed the Mid-career Capacity Building programme at SLIDA were given foreign exposure tours to Malaysia and 35 Sri Lanka Accountants' Service officers were given foreign exposure tour to India in 2018.

6.3 Diploma Programmes

Sri Lanka Institute of Development Administration (SLIDA) conducts Diploma programmes in the field of Public Procurement and Contract Administration (DIPPCA) and (HNDIPPCA), Information Technology (DIT), Office Management (DOM), Stores Management (DSM) and English for Professionals (DEP). These Diplomas are very popular and have provided very valuable contribution to develop public sector performance.

The following Diploma programmes have been conducted during 2018.

SN	Programme Title	Programme Duration (days)	No. of Programmes	No. of Participants
01	Diploma in Information Technology	6 Months	1	20
02	Diploma in Office Management	1 Year	1	30
03	Diploma in Public Procurement and Contract Administration	1 Year	2	97
04	Higher National Diploma in Public Procurement and Contract Administration	14 Months	4	164
05	Diploma in Stores Management	1 Year	1	36
	Total		9	347

During 2018, 28 officers of Diploma in Procurement and Contract Administration and 23 officers of Diploma in Office Management had a foreign training exposure visit to India.

6.4 Short Term Learning and Development Programmes

The following 17 short term training programmes have been conducted by SLIDA during the period under review in which a total of 351 officers trained.

SN	Programme Title	Programme Duration (Days)	No. of Programmes	No. of Participants
01	Human Resource Management	2	2	33
02	Workshop on Productivity and 5S Concept	1	1	15
03	Essence of Public Procurement	3	1	26
04	Workshop on Bid Evaluation	3	1	27
05	Workshop on Project Proposal Preparation	5	2	43
06	Training Programme on Advanced Excel	3	2	51
07	Database Management in MS Access	3	3	46
08	Workshop on Policy Paper Writing	4	1	16
09	Disciplinary Procedure in the Public Sector	5	1	29
10	Workshop on Training of Trainers	5	1	26
11	Workshop on Preparing Cabinet Papers / Memoranda	3	1	15
12	Workshop on Soft Skills for Decision Makers	3	1	24
	Total		17	351

6.5 Customized Learning and Development Programmes

These programmes have been specially designed to suit with the requests made by the client organizations. During 2018, SLIDA has conducted 43 training programmes and trained 1281 officers on the request of public sector institutions. The following customized programmes have been conducted in 2018.

SN	Name of the Client Organization	Field of Customized Training	No. of Participants
1	Ceylon Electricity Board	Customized Training Programme on Office Management and Filing Systems	36
2	National Transport Commission	Customized Training Programme for Managers	36
3	Ministry of Disaster Management	Customized Training Programme for Development Officers Group - I	30
4	National Library and Documentation Services Board	Customized Training Programme for Officers in Senior Managerial Level	18
5	Auditor General's Department	Customized Training Programme on Negotiation Skills	40
6	Mahaweli Authority of Sri Lanka	Customized Training Programme on Disciplinary Procedure	25
7	Special Task Force Training School -Sri Lanka Police	Customized Training Programme on Administration and Management	30
8	Ministry of Disaster Management	Customized Training Programme for Development Officers - Group -II	30

9	The Regalia Toastmasters	Customized Training Programme for Speechcraft Licensor	25
10	Special Task Force Training School - Sri Lanka Police	Customized Training Programme on Administration and Management	30
11	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police. Group - I	36
12	Police Headquarters	Customized Training Programme on Office Management	20
13	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police - Group II	36
14	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police -Group III	36
15	Arthur C Clarke Institute for Modern Technologies	Customized Training Programme on Office Systems and Accounting Systems	15
16	Sri Lanka Police Reforms	Customized Training Programme for DIG,s & SDIG,s	80
17	Mahaweli Authority of Sri Lanka	Customized Training Programme on Disciplinary Procedure	24
18	The Regalia Toastmasters	Customized Training Programme on Speech craft Toastmasters International for Class -I Officers of All Island Services. - Group I	20
19	The Regalia Toastmasters	Customized Training Programme on Speech craft Toastmasters International for Class -I Officers of All Island Services. - Group II	22
20	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police.-Group -IV	35
21	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendent of Police. Group - V	36
22	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police.- Group VI	36
23	United National Development Project - UNDP	Customized Training Programme on "Cohesion Online Module"	30
24	Health Promotion Bureau - (Ministry of Health Nutrition & Indigenous Medicine)	Customized Training Programme on Training of Trainers	30

25	Ministry of Telecommunication & Digital Infrastructure	Conducting Applied Research Studies on ICT Related Issues in Public Sector	39
26	Ministry of Sustainable Development , Wildlife and Regional Development	Hosting a Delegation from Small Island Developing States	45
27	Sri Lanka Navy Headquarters	Customized Training Programme on Public Finance & Public Procurement Management Module for Sub Lieutenant (Logistics) Officers	25
28	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police.-Group VII	34
29	National Police Commission	Customized Training Programme on Disciplinary Procedure for Superintendents of Police. Group- VIII	35
30	Department of Census and Statistics	Customized Training Programme for the Senior and Middle Level Management	14
31	National Intellectual Property Office of Sri Lanka	Customized Induction Training Programme	20
32	JICA Forward Project	Customized Training Programme on Training of Trainers. - Group I	23
33	JICA Forward Project	Customized Training Programme on Training of Trainers. - Group II	13
34	The Regalia Toastmasters	Customized Training Programme on Speech craft Toastmasters International for Officers in Special Service - Group I	25
35	Ministry of Public Administration, Management and Law & Order	Speech Craft Training with Toast Master International for Sri Lanka Scientific Service. Group I	20
36	Ministry of Public Administration, Management and Law & Order	Speech Craft Training with Toast Master International for Sri Lanka Scientific Service. Group II	20
37	Ministry of Public Administration, Management and Law & Order	Customized Training Programme on the preliminary investigation process	28
38	Health Promotion Bureau -(Ministry of Health Nutrition & Indigenous Medicine)	Customized Training Programme on Training of Trainers	24
39	Department of Technical Education & Training	Customized Training Programme on Capacity Development for newly appointed Managerial Officers	40
40	Department of Animal Production & Health Western Province	Customized Training Programme on Soft Skills	30

41	Department of Sports Development	Customized Training Programme on Procurement Procedure	40
42	Department of Census and Statistics	Customized Training Programme for preparing Corporate Plan	25
43	Marine Environment Protection Authority	Customized Training Programme for Officers in Managerial Level	25
Total			1281

6.6 Management Consultancies

SLIDA Learning and Development Division is involved in providing Management Consultancies for the public sector organizations. Usually these consultancies are usually to review the cadres, processes, workload assessment and preparation of manuals & guidelines, corporate plans, HRD plans and performance improvement Strategic Plans etc. The following organizational development services were provided by SLIDA during 2018.

- Study on the Organization Structure of Sri Lanka Sustainable Energy Authority
- Workload Assessment for Central Environment Authority
- Preparation of Performance Improvement Strategic Plan for Sri Lanka Institute of Tourism & Hotel Management (SLITH)

6.7 Foreign Customized Training programmes coordinated for the officers in Foreign Training Institutions

During 2018 one foreign customized training programme has been coordinated for 32 officers on the request of Government of India NIF field on Government Accounts and Internal Auditing.

6.8 Public Seminars

During 2018, the following special seminars on current themes were conducted to build awareness of public officers:

- International Seminar on Sustainable Procurement and Challenges of Implementing sustainable procuring in Asian Countries
- A Training Programme on Public Procurement Procedure for Senior Executive Officers in Public Sector

In addition to the above main activities the Learning and Development Division also undertook the following during 2018.

6.9 Other Initiatives

- **Mobile Training Programmes**

As an activity of the Strategic Plan 2017 – 2021 during the year 2018 SLIDA commenced Mobile Service in Learning and Development. Accordingly the Institute provides the expertise of the Faculty and other Technological Support to the Provincial Councils and Districts on request of the relevant authorities. In the year 2018 SLIDA conducted 4 Mobile Services in Monaragala, of Uwa Provincial Council, Rathnapura District in Sabaragamuwa Provincial Council, Puttalam District in North Western Provincial Council and Batticaloa District in Eastern Provincial Council.

SN	Name of the Programme	Training Centre	No of Days	No of Participants
1	Time Management and Procurement Procedure	Monaragala District Secretariat	1	100
2	Mobile Training Programme on e-Government & Information Security	Batticaloa District Secretariat	2	135
3	Bid Evaluation	Puttalam District Secretariat	2	60
4	SDG and Action Planning	Sabaragamuwa Provincial Council	1	36
5	Research Methodology	Children's Secretariat	1	65

- **Orientation Programme for Special Grade Officers of All Island Services**

SLIDA has provided a comprehensive training programme for the newly promoted Officers to the Special Grade of the relevant All Island Services before assuming duties in their new working places. The Modules were prepared according to the needs of the post which they are going to accept with the new challengers. During 2018, 24 officers were trained under this programme.

- **Training of Trainers' (TOT) Programmes conducted under funds of JICA FORWARD Project**

JICA FORWARD Project implemented from March 2013 – 31st December 2017. Under this Project, 1st Phase was implemented from March 2013 – 31.03.2016 and 2nd Phase was implemented from 01.10.2016 – 31.12.2017 in Northern, Eastern and North Central Province to train Front Line Officers (FLOs).

Under the 1st Phase implemented from March 2013 – 31.03.2016, 1845 nos. of FLOs have been trained and under the 2nd phase commenced from 01.10.2016 – 31.12.2017, 1315 have been trained, exceeding the target (900) achieving 146% remarkable progress of the project.

Photographs of Training Programmes conducted under 2nd Phase

Northern Province



Eastern Province



Eastern Province



Independent evaluation conducted by JICA confirm the skills of FLOs have been significantly enhanced to assist community development activities.

With the successful completion of the project, the Project Completion Meeting was held on 04.01.2018 with the patronage of Hon. Ranjith Madduma Bandara, Minister of Public Administration and Management as the Chief Guest. Mr Fusato TANAKA, the Chief Representative of JICA was the Guest of Honour at this meeting.

Mr. J.J. Rathnasiri, Secretary, Ministry of Public Administration and Management, Chief Secretaries and Northern, Eastern and North Central Provinces and officials of Ministry of Public Administration and Management were also present at this meeting.

Photographs of Project Completion Meeting



Based on the recommendation made after the Project Completion Meeting, two TOT programmes were conducted for Trainers in Western, Southern, North Western, Sabaragamuwa, Central and Uva Provinces as TOT training programmes with the remaining funds to ensure the sustainability of the JICA FORWARD Project.

These two TOT Programmes were conducted from 31.08.2018–01.09.2018 and 14.09.2018–15.09.2018 respectively and trained 43 Trainers.

1st Programme – 31.08.2018 – 01.09.2018



2nd Programme – 14.09.2018 – 15.09.2018



All these training programmes were conducted with financial assistance of JICA.

07. School of Postgraduate Studies

The University Grants Commission (UGC) in the year 2003, accredited SLIDA with a Master level degree awarding status, in accordance with an order made under Section 25A of the Universities Act. No. 16 of 1978, as amended by Act. No. 07 of 1985. Accordingly the School of Postgraduate Studies (SPS) is established and there after the school continuously engaged with practitioners in the public sector at national, regional and international levels. The rationale for developing the Master of Public Management (MPM) programme has been based in the backdrop of today’s fast changing and challenging public management environment where Secretaries of Ministries, Chief Executive Officers, and other stakeholders alike are increasingly demanding a value added contribution from their managers. This unique MPM programme enriches its study fellows to achieve a Master Degree and also equip them with skills to function with confidence at different managerial levels.

MPM of SPS is one of the leading practical master programmes in the country. Thus, selection process of participants, content of the programme and the delivery style are different from other similar programmes and has accordingly designed with a second country practical exposure tour for the participants. As a result there is a high demand from the practitioners to enroll in the programme and the number is growing.

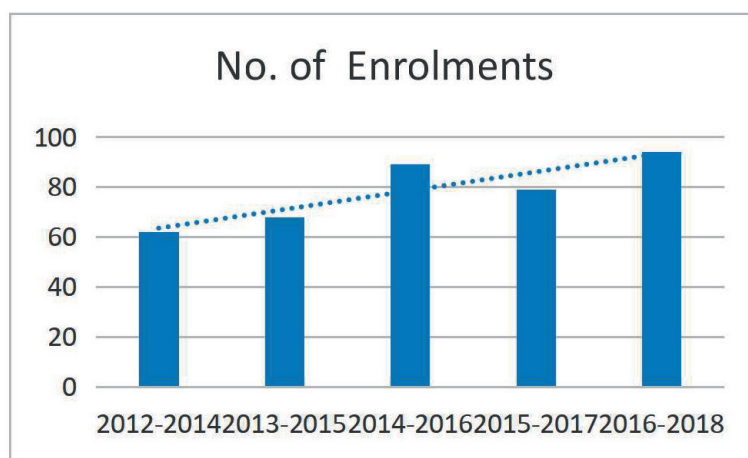


Table 1X:

Number of enrolments to MPM programme up to date

At the beginning of year 2018, the SPS organized the inauguration ceremony of the intake of 2017 - 2019 batch on the 22 February 2018 where 82 candidates registered. During the year 2018, SPS has run three bathes of MPM with a total of 224 study fellows.

Committing to the creation, application, preservation and dissemination of knowledge, the SPS has organized several discussions and guest lectures for the public sector and the private sector

participants of the country on timely important topics. As a degree awarding institute, SPS conducts special events such as seminars to the public sector.

SLIDA's School of Postgraduate Studies (SPS) has organized a series of public lectures with a view to enhance the managerial capacity of executives in Sri Lanka's public and private sectors. The first lecture was conducted by Dr. D. A. C. Silva, Senior Lecturer and Director of Centre of Economic Research and Industry Policy Analysis, the University of Colombo.

The Second lecture in this series was held on 22nd and 24th February 2018, at SLIDA's 'SANSHRAVANI' Hall, on the theme "Is Sri Lanka an attractive destination for foreign direct investments?" with a view to enhance the managerial capacity of executives in Sri Lanka's public and private sectors the fourth lecture in this series for 2018 was held on 25th June 2018, at SLIDA's 'SANVADANI' Hall, on the theme "Living organizations: Transforming organizations for extra ordinary results. The lecture was conducted by Prof. Guohua Yan Vice President, Beijing Foreign Studies University. SLIDA faculty and the senior public officers attended for the discussion were benefited from the discussions held during the lecture.

A delegation, headed by Professor and Vice President, Dr Jia Wenjian comprising of high level academia of the Beijing Foreign Studies University (BFSU), visited SLIDA –SPS on the 14th March 2018 to discuss on exchange of knowledge, skill training and researches between SLIDA and BFSU. The delegation had been more interested in engaging on-going SLIDA capacity building programs for All Island Services while agreeing to discuss more on joint-teaching at SLIDA Master of Public Management Program. Besides, Professor and Vice President Dr. Jia Wenjian, Professor and Executive Vice President of the Graduate School, Dr. Tao Jiajun, Deputy Director of the Office of Confucius Institute, Professor, He Jing and Prof Ma Dean of the Department of Asia and African Studies also represented the delegation.

Initiatives have been taken for the future development of SPS and the programme are in line with Education Quality Framework of Sri Lanka. As such, continuous revision of the programme and the content of the modules ensured.

08. Examinations conducted during 2018

The Examination Division of SLIDA has conducted 120 exams during 2018 where 78 were for external organizations and the rest are for internal programmes.

The external exams included mainly Efficiency Bar Examinations and internal promotion Examinations. The following external and internal exams have been conducted by SLIDA, during the period under review. This included 14 exams conducted online, with the assistance of the Information Technology Center of SLIDA.

The exams conducted by SLIDA during 2018.

Serial No.	Department	Exam Name	No of Candidates
1	Arthur C Clarke Institute for Modern Technologies	1st EB Examination for AR I G-II Arthur C Clarke Institute for Modern Technologies	6
2	Arthur C Clarke Institute for Modern Technologies	1st EB Examination for MA 2-2 G-III Arthur C Clarke Institute for Modern Technologies	1
3	Arthur C Clarke Institute for Modern Technologies	1st EB Examination for MM 1-1 G-II Arthur C Clarke Institute for Modern Technologies	1
4	Arthur C Clarke Institute for Modern Technologies	1st EB Examination for MA 1-2 G-III Arthur C Clarke Institute for Modern Technologies	4
5	Arthur C Clarke Institute for Modern Technologies	3rd EB Examination for MA 1-2 G-I Arthur C Clarke Institute for Modern Technologies	2
6	Coast Conservation and Coastal Resource Management Department	1st EB Examination for Coast Conservation Guard	7
7	Coast Conservation and Coastal Resource Management Department	1st EB Examination for Field Labour Officers	3
8	Community Based Correction Dept	1st EB Examination for Community Based Corrections Officers	6
9	Community Based Correction Dept	1st EB Examination for Supervisor	20
10	Consumers Affairs Authourity	1st EB for Managers Category (MM-1)	1
11	Consumers Affairs Authourity	1st EB for Junior Manager Category (JM-1)	7
12	Consumers Affairs Authourity	1st EB for Effective/Operations/Densities Category (MA-5-2)	54
13	Consumers Affairs Authourity	1st EB for MA (non technical) Category (MA-1-2)	3

14	Department of Community Based Corrections	2nd EB Exam for Supervisors	3
15	Department of Excise	2nd EB Exam for the Excise Officer Incharge of the Excise Inspector	15
16	Department of Excise	2nd EB Exam for the Excise Officer Incharge of the Excise Department	19
17	Department of Fisheries and Aquatic Resources	1st EB Examination for Fishery Supervisors	12
18	Department of Pension	2nd EB Exam for MA Non Technical Grade II	14
19	Ministry of Land & Parliamentary Reforms	1st EB Exam for Legal Officer	1
20	Land Settlement Departement	1st EB Exam for Legal Officer	2
21	Department of Fisheries cooperative Development	EB Exam for Assistant Commissioner Grade III	2
22	Department of Government Printing	1st EB for Printing Service Grade III Executive Officer	1
23	Department of Immigration & Emigration	1st EB of Accredited Officer	3
24	Department of Immigration & Emigration	1st EB Exam for Assistant Controler	4
25	Department of Motor Traffic	1st EB Examination for Development Assistant	127
26	Department of Motor Traffic	1st EB Examination for Department Clerk	73
27	Department of National Community Water Supply	1st EB Examination for Officer Incharge	1
28	Department of National Community Water Supply	1st EB Examination for Technical Assistant	11
29	Department of Government Factory	2nd EB for Management Assistant Grade III	5
30	Department of Government Factory	3rd EB Exam for Management Assistant Grade I Class 2	3
31	Department of Fisheries and Aquatic Resources	1st EB Exam for Quality Control Grade II	1
32	Department of National Community Water Supply	1st EB Examination for Clerk III	5
33	Disaster Management Center	1st EB Examination for Finanace Officer	1
34	Disaster Management Center	1st EB Examination for IT Assistant	2
35	Disaster Management Center	1st EB Examination for MA & DMA	20

36	Ministry of Defence	3rd EB Exam for Assistant Controller (Exposive)	2
37	Ministry of Defence	Efficiency Bar Examination for Research Officer, State Intelligence Service Grade 2	9
38	Ministry of Hills new village, Instructure & Comm. Department	1st EB Examinaton for State Community Facilitator	4
39	Ministry of Home Affairs	1st EB Examination for Technical Assistant	28
40	Ministry of Home Affairs	1st EB Examination for Development Coordination	9
41	Ministry of Land & Parlimentary Reforms	1st EB Examination for Legal Officer	1
42	Ministry of Mahaweli & Environment	2 nd EB for Legal Officer	1
43	Ministry of Mahaweli & Environment	2nd EB for Environment Management Officer	8
44	Ministry of Mega Police	1st EB Examination for Legal Officer	1
45	Ministry of Public Administration	Efficiency Bar Examination for officers in Grade III of Class 1 of Sri Lanka Information and Communication Technology Service	13
46	Ministry of Public Administration	Efficiency Bar Examination for officers in Grade II of Class 1 of Sri Lanka Information and Communication Technology Service	29
47	Ministry of Public Administration	Efficiency Bar Examinations for Officers in Grade I of Class 1 of Sri Lanka Information and Communication Technology Service	69
48	Ministry of Public Administration	Efficiency Bar Examination for officers in Grade III of Class 3 of Sri Lanka Information and Communication Technology Service	29
49	Ministry of Public Administration	Efficiency Bar Examinations for Officers in Grade II of Class 3 of Sri Lanka Information and Communication Technology Service	69
50	Ministry of Public Administration	Efficiency Bar Examinations for Officers in Grade I of Class 3 of Sri Lanka Information and Communication Technology Service	7
51	Ministry of Public Administration	Efficiency Bar Examinations for Officers in Grade II of Class 2 of Sri Lanka Information and Communication Technology Service	10
52	Ministry of Public Administration	Efficiency Bar Examinations for Officers in Grade I of Class 2 of Sri Lanka Information and Communication Technology Service	7
53	Ministry of Sports	EB Examination for Legal Officers	1

54	National Intellectual Property Office of Sri Lanka	2nd EB for Officers in Intellectual Property Grade II	6
55	National Intellectual Property Office of Sri Lanka	1st EB Exam for Assit. Director (Information & Investigation)	1
56	National Intellectual Property Office of Sri Lanka	1st EB for Document and Data Assistant	1
57	National Intellectual Property Office of Sri Lanka	1st EB Exam for Assit. Director (Information & Investigation)	1
58	National Science Foundation	1st EB Examination for Scientific Officer (AR -1 Grade II)	6
59	National Secretariat for Elders	1st EB for Management Assistant	6
60	National Secretariat for Elders	1st EB for Elders Rights Promotion Assistants	12
61	NSB	Promotion of Post of Assistant Manager	183
62	Office of the Cabinet Ministers	First Efficiency Bar Examinations for Progressive Assistant	1
63	Department of Fisheries and Aquatic Resource	1st EB Exam for Fisheries Supervisor	12
64	Office of the Cabinet Ministers	Second Efficiency Bar Examination for Executive Officer Category Class II (SL 1-2016)	1
65	Department of Hindu Religious and Cultural Affairs	EB Exam for Management Assistant	1
66	Ministry of Women & Child Affairs	2nd EB Exam for Management Assistant -2018 (Sahana Soyuri)	33
67	Ministry of Science, Technology, Research, Skill development & Vocational Training and Kandyan Heritage	1st EB Exam for Lecture Position on Field Service -Sri Lanka Planetarium	1
68	Ministry of Home Affairs	1st EB Exam for Officers in Class III of SLES Attached to District Secretariat	11
69	PUBAD	First Efficiency Bar Examination for Officers in Sri Lanka Administrative Service - 2017 (II)	138
70	PUBAD	First Efficiency Bar Examination for Officers in Sri Lanka Engineering Service - 2017 (II)	42
71	PUBAD	First Efficiency Bar Examination for Officers in Sri Lanka Scientific - 2017 (II)	27
72	PUBAD	First Efficiency Bar Examination for Officers in Sri Lanka Accountants' Service- 2017 (II)	10

73	PUBAD	First Efficiency Bar Examination for Officers in Sri Lanka Planning Service - 2017 (II)	2
74	PUBAD	Second Efficiency Bar Examination for Officers in Sri Lanka Administrative Service – 2018 (I)	174
75	PUBAD	Second Efficiency Bar Examination for Officers in Sri Lanka Accountants’ Service – 2018 (I)	56
76	PUBAD	Second Efficiency Bar Examination for Officers in Sri Lanka Planning Service – 2018 (I)	21
77	PUBAD	Management Assistant (non-Technical) 1st EB	1
78	Registrar General’s Department	2nd EB Examination for Management Assistant (Non Technical) Grade II - 2017 (2018)	179
79	SLIDA	Examination for Induction Training Programme for Sri Lanka Administrative Service	104
80	SLIDA	Internal Recruitment for Accountant Officer/ Financial Officer .	3
81	SLIDA	Diploma in Stores Management Batch I Repeat	30
82	SLIDA	MPM 2015 - 2017 semester V	58
83	SLIDA	SDE 2018 2nd Intake Level (III)	49
84	SLIDA	SDE 2018 2nd Intake Level (II)	64
85	SLIDA	Examination for Induction Training Programme for Sri Lanka Administrative Service	104
86	SLIDA	Examination for Induction Training Programme for Sri Lanka Administrative Service 2017 (Open) - Repeat	104
87	SLIDA	Examination for Induction Training Programme for Sri Lanka Scientific Service - 2018	29
88	SLIDA	Inducation Exam for SLsS Service	29
89	SLIDA	Written Competitive Examination to Recruit to the Post of Management Assistant - 2018	1208
90	SLIDA	CEEP (Placement) 2018 1st Intake	38
91	SLIDA	CEEP (Placement) 2018 2nd Intake	16
92	SLIDA	CEEP (Placement) 2018 2nd Intake	95
93	SLIDA	Inducation Exam for SLAcS Service 2014 (1st Batch 2nd Batch) Repeat	6
94	SLIDA	MPM 2016 - 2018 semester III	89

95	SLIDA	Examination for Induction Training Programme for Sri Lanka Scientific Service - 2019	27
96	SLIDA	Examination for Induction Training Programme of Sri Lanka Accountants' Service (SLAcS) 2014 (1st Batch & 2nd Batch) – Repeat	20
97	SLIDA	DIPPCA (WD)	33
98	SLIDA	HN -DIPPCA	41
99	SLIDA	HN -DIPPCA Semester (II) WE	41
100	SLIDA	DIPPCA Semester II	53
101	SLIDA	MPM 2017 - 2019 Semester I	63
102	SLIDA	SDE 2017 1st Intake (Level III)	39
103	SLIDA	SDE 2017 1st Intake (Level III)	64
104	SLIDA	MPM 2015 - 2017 semester VI	62
105	SLIDA	Recruitment Exam for MA (Computer Practical)	90
106	SLIDA	MPM Repeat Examination	5
107	SLIDA	Internal Recruitment of IT DEMO & Analyst	3
108	SLIDA	MPM Repeat Examination	6
109	SLIDA	SDE 2017 3rd Intake (Level II)	92
110	SLIDA	Diploma in Office Management	28
111	SLIDA	Diploma in English	92
112	SLIDA	Diploma in Office Management	28
113	SLIDA	Diploma in Stores Management	36
114	SLIDA	DIPPCA & DIPPCA (WD) 2017/2018	33
115	SLIDA	HN DIPPCA 2017/2018	41
116	SLIDA	Diploma in English 2018 2nd intake Level I	73
117	SLIDA	CEEP 1st Intake Level I	22
118	SLIDA	Diploma in SLIDA Certified Management Assistant	287
119	SLIDA	Diploma in SLIDA Certified KKS	6
120	SLIDA	Diploma in SLIDA Certified Drivers (Practical test)	37

09. Centre for Information Technology

The objective of this Centre is to support public sector organizations to develop their ICT capabilities through training and consultancy services. All the training courses conducted and consultancy services offered by the center were aimed to achieve this objective.

Diploma in Information Technology is one of the special programmes that the center conducted to improve essential IT skills. Among other programmes, SLIDA Computer Driving Licenses, was specifically important. SLIDA Computer Driving License programme was conducted at SLIDA Regional Distance Learning centers. One of the mile stones of SLIDA, the ICT Centre commenced to offer online module on eGovernment and security for Sri Lanka Administrative Service Grade 3 capacity building programme providing convenience of participants to study in anywhere any time during the specified course duration without interrupting their duty.

During this year, the Centre conducted twenty-two scheduled, Capacity Building and Induction training programmes. Details are given in Table 01 & Table 02. During this period, the centre conducted one special workshops to introduce ICT new trends to public sector officials. This programme were conducted by SLIDA with collaboration of Ministry of Telecommunication and Digital Infrastructure. In addition, nine online examinations were conducted by the Centre with collaboration of SLIDA Examination unit. Details shown in Table 03. Under the theme of “modern technology awareness to the public sector”, the center organized two special workshops/forums with collaboration of Ministry of Telecommunication and Digital Infrastructure in year 2018. Details are shown in table 04.

The center has earned Rs. 1,381,500.00 for SLIDA by hiring computer labs for various organizations during this period. Details are shown in table 05.

ICT Centre has further improved SLIDA course management system and Learning Management system software for achieving the targets of automating the internal processors.

SLIDA Internal network and its hardware infrastructure is also improved in this period by installing new two servers in SLIDA data center. These servers are used to create virtual server environment for installing applications evading version conflicts. This system delivers uninterrupted service to both internal and external customers of the organization. SLIDA Server room expansion also done for providing space for new servers during this year.

Another important step of IT Centre development is legalizing the software use for the training and data processing by purchasing 250 license of MS Office 2016 and 30 license of MS Project 2016. Funding source for these purchases were respectively from Government and USAID Project.

Demonstrator post of the center was filed by appointing Ms. Jayamali Gomas by strengthening the technical staff while Mr. Manoj Perera Associate Consultant of IT has attended in two-year Master Degree programme in National University of Seoul, South Korea during this period.

Induction and capacity building Training Programs

No	Name of the Programme	No of Days	No of Target Programme	No of conducted Programmes	No of Participants	No of Participants days
1	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19	3	1	1	209	627
1.1	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19 – Group A	17	1	1	39	663
1.2	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19 – Group B	17	1	1	33	561
1.3	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19 – Group C	17	1	1	38	646
1.4	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19 – Group D	17	1	1	37	629
1.5	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19 – Group E	17	1	1	41	697
2	Capacity Building Program for SLAS Grade 3 2010 – Module on eGovernment (online course)	5	5	5	208	1040
3	Capacity Building Program for SLAS Grade 3 2009 – Module on eGovernment (online course)	5	2	2	96	480
4	Capacity Building Programme for the Officers of Sri Lanka Administrative Service (Class 1) - Module on E- Government	4	1	1	25	600
	Total	102	14	14	726	5943

Schedule Training Programs

No	Name of the Organization & Name of the Programme	No of Days	No of Target Programme	No of Programmes	No of Participants	No of Participants days
1	Diploma in Information Technology	26	1	1	20	520
2	Advanced Excel (Batch 01)	3	3	3	67	210
3	Database Management in MS Access	3	3	3	47	141
4	Mobile Training Programme on e-Government & Information Security - Batticaloa	1	2	2	160	960
5	Master of Public Management (2017/2019) - Semester III , Module on E-Government - Week Day	5	2	2	79	198
6	Higher National Diploma in Public Procurement and Contract Administration 2017/2018 – Module on Advance Project Management	12	2	1	54	972
7	Diploma in Office Management	4	1	1	30	720
8	Training on SLIDA Website update for SLIDA Staff	1	1	1	10	60
9	Special Computer Training on Course Management System for SLIDA Staff	2	1	1	22	264
Total		57	16	15	489	4045

Online Examinations

No.	Centre	No. of Examinations	No. of Candidates
1	Hambanthota Distance Learning Centre	2	95
2	Induction Training Programme for Sri Lanka Engineering Service & Sri Lanka Architectural Service 2018/19 - Group A	1	37
3	Capacity Building Program for SLAS Grade 3 2010 Batch	5	208
4	Capacity Building Program for SLAS Grade 3 2009 Batch	2	96
5	Diploma in Office Management	1	40
6	Higher Diploma in SLIDA Certified Management Assistant - Module on Information Technology	2	156
Total		13	632

Special Workshops/Forums conducted with collaboration of Ministry of Telecommunication and Digital Infrastructure

No.	Topic	Name of Resource Person	No of Participants
1	“How to make Work Easier through Digitization with Google”	Mr. Clehan Pulle	113
2	CXO Forum	Mr. Calvin Hindle	80
Total			193

Details of Computer Lab Reservation During Year 2018

No.	Name of the Institute	No. of Days	Received Amount in Rs.
1.	Small Enterprises Development Division, Ministry of Youth Affairs, Project Management and Sothern Development	8	623,350.00
2.	Department of Motor Traffic (Western Province)	2	137,000.00
3.	United Nation Development Programme	1	75,000.00
4.	Department of Pension	3	244,650.00
5.	Search for Common Grounds (SFCG)	1	55,000.00
6.	World Health Organization	1	110,000.00
7.	Ministry of Telecommunication and Digital Infrastructure	3	136,500.00
Total		19	1,381,500.00

10. Centre for Language Studies (ClS)

Centre for Language Studies offers a diploma course in English for the managerial level officers and a certificate course for the non-managerial officers in the public sector. These courses have been designed to improve the English language skills the above officers need for effective and efficient delivery of services within their organizations. In 2018, 02 diploma courses were conducted for 88 participants, and the number of officers enrolled in the certificate course was 165.



In addition to above two programmes, 06 speechcraft training programmes were conducted for the Special Grade and Grade I officers of the All Island Services. This programme aimed to improve the public speaking, personality and leadership skills of the participants.



11. General Administration

11.1 Human Resources Management

11.1.1. The following positions have been filled on secondment basis

- | | |
|--------------------------------|----|
| 1. Additional Director General | 01 |
| 2. Senior Consultant | 02 |
| 3. Director (Finance) | 01 |
| 4. Management Assistant | 02 |
| 5. Office Aide | 04 |

Apart from above, the position of Office Aide has been filled on permanent basis.

11.1.2. The following positions fell vacant due to retirement, resignation and ending the secondment period.

- | | |
|------------------------------|----|
| 1. Director General | 01 |
| 2. Senior Consultant | 02 |
| 3. Consultant | 01 |
| 4. Assistant Director (Exam) | 01 |
| 5. Programme Officer | 02 |
| 6. Management Assistant | 03 |
| 7. Driver | 01 |
| 8. Office Aide | 01 |

11.2. Logistic Management

The following areas of the institution have been refurbished during the year under review.

Type of Procurement (Goods, Works, Equipment & Services etc)		Paid
1.	Renovation of Third Floor of the Main Building and Roof	6,164,264.50
2.	Renovation of 1-1 Class Room of the Main Building	6,685,388.10
3.	Renovation of 2-1 Class Room of the Main Building	6,838,825.81
4.	Refurbishment of Lecture Room (Cyber Café)	10,530,517.82
5	Renovation of Library	230,000.00
6	Landscaping and Maintenance of the Garden	311,148.25
7	Supply & Installation of Microsoft Office License	2,530,695.75
8	System Upgrading of Library	410,000.00
9	Purchase of Furniture	423,768.13
10	Office Equipment (Laptop Computers - 23 Nos. & Computer Printers)	3,711,000.00
11	Electrical Equipments (AC Machines, Multimedia Projectors, Photocopy Machines, PA Systems, CCTV Camera etc.)	2,367,700.00
12	Supply & Installation of UNDP Server	1,127,500.00
13	Supply & Fixing of Files Storage Cupboard Unit for SPS	128,445.25
14	Supply & Installation of RFID Door System	477,000.00
15	Supply & Fixing of Steel Racks for Record Room (2nd Phase)	178,500.00
16	Purchase of books & e- materials	961,130.43
17	Renovation of IT Division	114,783.00
18	Fixing of Fiber Cable	510,521.95
19	Finishing work of Extension of Main Building	1,557,469.47
TOTAL		45,258,658.46

12. Special events of SLIDA in year 2018

01. “SLIDA’S MARCH TOWARDS GREEN“

SLIDA was awarded the “Green Energy Championship” in 2018, by the German Embassy and the GIZ on its certain initiatives to promote Green Energy in SLIDA. The occasion was graced by the His Excellency the President, Hon Ranjith Madduma Bandara the Minister of Public Administration, Management and Law & Order and Hon Nalin P Jayamaha the Deputy Minister of Public Administration, management and Law & Order. His Excellency Jorn Rodhe ambassador of the Federal Republic of Germany in Sri Lanka and the representative of the GIZ Mr. Daniel Schreiber, Ministry Secretaries, Commander of the Army, Chief of staff of the Navy and Police also were among the distinguished witnessed the event.

His Excellency the President declared open the functioning of Solar System, operation of the Bio Gas Plant & Composting Unit, Energy Monitoring and Environment Monitoring Unit ensuring the effective implementation of the Green Energy Policy of the Government.

SLIDA expects to promote Green Energy as a Role Model in promoting the concept of improving energy efficiency and proper waste management system, among the other public sector organizations by providing required technical support and guidance in keeping with the National Environment Policy.



02. Sri Lanka Institute of Development Administration has been awarded the Environmental Award – 2018

Sri Lanka Association for the Advancement of Science (SLAAS) organized the environment Awards for the year 2018, and SLIDA has won the Environment Award – 2018 under the Institutional Category.

Main objective of the Environment Award is to recognize appreciate and promote the efforts by Sri Lankan Institutions on Environmental Education, Management, Capacity Building, Research and Knowledge sharing leading to the Sustainable Development of the country.

The Awarding Ceremony was held on 2nd December 2018 at BMICH main conference hall.



03. Practitioner-to-Practitioner Forum on Strengthening Capacities of Public Administration in Island States.

The Practitioner-to-Practitioner forum was held 20th – 24th August 2018 at Sri Lanka Institute of Development Administration, Colombo 07, Sri Lanka, on the theme of Strengthening Capacities of Public Administration in island states, organized by Ministry of Sustainable Development, Wildlife and Regional Development of Sri Lanka, with the support of the UN Department of Economic and Social Affairs (DESA).

The forum aims to reflect on how island nations can integrate the 2030 Agenda in their national plans, policies and strategies. It places a special focus on how best to equip public institutions, strengthening capacities of public administration in island states, and build effective partnership for implementing the 2030 Agenda for Sustainable Development.30 participants from different SIDS are participating the forum.

Hon. Sandith Samarasinghe, Monitoring Member of Parliament and Minister delegate Ministry of Sustainable Development & Wild life and Regional Development, Mr. Terence Jones, UN Resident Coordinator, Mr. Chae Gun Chung, Head Project Office on Governance, Division, UN DESA, Mr. Animesh Kumar, Deputy Head – Asia Pacific UNISDR, Dr. Sugath Yalegama, Addl. Secretary Ministry of Sustainable Development & Wild life and Mrs. Wasantha Perera, Director General, SLIDA graced the Inaugural Session.



04. Training of Trainers (TOT) programs

Training of Trainers (TOT) programs were conducted in new auditorium of SLIDA on 31st August and 1st September 2018 for batch 1, and on 14th and 15th September 2018 for batch 2 in collaboration with JICA for senior government officials.

These officials were from six Provincial Councils namely Western Province, North Western Province, Central Province, Uva Province, Sothern Province and Sabaragamuwa Province.

Altogether 48 senior government officials were trained in both batches to work as facilitators/ trainers to practice and deliver 10 days frontline officers training programmes using comprehensive training modules developed under the Project for Training of Frontline Officers in Conflict Affected Areas in Sri Lanka (FORWARD Project).

FORWARD Project has been successfully completed in Northern, Eastern and North Central Provinces.



05. Executive Development Workshop: “An Enriched Sri Lanka – Role of Public Leaders” conducted by SLIDA

Four Day Executive Development Workshop themed “An Enriched Sri Lanka – Role of Public Leaders” organized by SLIDA for Sri Lanka Administrative Service- Class I officials conducted from July 3 to 6, 2018. The workshop aimed officials develop the required competencies by acquiring the knowledge to broaden their strategic and systematic thinking which will eventually help the development of Sri Lanka. Eminent public servants, senior advisors to the ministries and senior academia participated as resource persons as well as panelists at this workshop.

The workshop which received the support of USAID funded Strengthening Democratic Governance and Accountability Project held at Jie Jie Beach by Jetwing, Panadura under the leadership of Mrs Wasantha Perera, Director General of SLIDA.



- Second Executive Development Workshop: “An Enriched Sri Lanka – Role of Public Leaders”

Second Executive Development Workshop: “An Enriched Sri Lanka – Role of Public Leaders” conducted by SLIDA Four Day Executive Development Workshop themed “An Enriched Sri Lanka – Role of Public Leaders” organized by SLIDA for Sri Lanka Administrative Service - Class I officials conducted for the second time from August 14 to 17, 2018. The workshop aimed officials develop the required competencies by acquiring the knowledge to broaden their strategic and systematic thinking which will eventually help the development of Sri Lanka. Eminent public servants and senior academia participated as resource persons as well as panelists at this workshop. The workshop which received the support of USAID funded Strengthening Democratic Governance and Accountability Project held at Club Hotel Dolphin, Waikkal under the leadership of Mrs Wasantha Perera, Director General of SLIDA.



06. Awareness Seminar on Police Reforms



SLIDA successfully concluded the Awareness seminar on Police Reforms for Senior DIGs and DIGs in Sri Lanka police on May 11, 2018 in collaboration with Ministry of Public Administration, Law and Order.

Hon Minister of Public Administration, Law and Order Ranjith Madduma Bandara chaired the seminar. Secretary to the Ministry Mr Padmasiri Jayamanna and Inspector General of Police co-chaired the session. DG SLIDA officially welcomed

the gathering. The proposed Action plan of Police reforms was deeply discussed at the session. The reforms steering committee, National Police Commission members and senior officials from the Ministry and SLIDA participated at the event.

07. Training Programme on Financial Management and Auditing for Civil Servants of the Government of India (NIFM)

SLIDA has successfully conducted a training program on Financial Management and Audit Initiatives for Internal Auditors of the Government of India from 13th -19th May 2018. Thirty participants from different Ministries and Departments participated this programe. Sharing experiences and best practices adopted by Sir Lanka and India with regard to internal auditing and Public Financial Management is the key objective of the programe.



08. Speech-craft Training with the Toastmasters International for Class I Officers of All Island Services

SLIDA has successfully conducted several rounds of speech-craft training programs with the Toastmasters International for senior public officers. Those who completed the program were received their certificates.



09. Green Week of SLIDA

In facilitating “Government’s Renewable Energy and Energy Efficiency Networking Project” SLIDA declared a week to promote its green initiatives starting from 26th to 29th March 2018. The inaugural ceremony of SLIDA Green Week was held with the participation of Mr. J.J. Rathnasir, Secretary of the Ministry of Public Administration and Management, Mr B.M.S. Batagoda, Secretary to the Ministry of Power and Renewable Energy, His Excellency John Rohde, German Ambassador and several other Government and private sector representatives.



10. Kadala Dansala

In connection with the Vesak celebration, SLIDA premises was decorated with Buddhists flags and Illuminated with Vesak lanterns. In addition a “Kadala Dansala” was held by the members of SLIDA welfare association on the evening of 30th May 2018 for the devotees who visited Torrington Vesak Zone at Bauddhaloka Mawatha.



11. Inauguration Ceremony of MPM 2017 – 2019 Batch

The SLIDA's School of Postgraduate Studies enrolled 89 candidates for their Master of Public Management (MPM) 2017-2019. The Inauguration Ceremony was held in February 2018 with Hon. Minister Ranjith Maddumabandara, Minister of Public Administration & Management as the Chief Guest.



12. Public Lecture Series Organized By SLIDA

SLIDA's School of Postgraduate Studies (SPS) has organized a series of public lectures with a view to enhance the managerial capacity of executives in Sri Lanka's public and private sectors. The fourth lecture in this series for 2018 was held on 25th June 2018, at SLIDA's 'SANVADANI' Hall, on the theme "Living organizations: Transforming organizations for extra ordinary results. The lecture was conducted by Prof. Guohua Yan Vice President, Beijing Foreign Studies University. SLIDA faculty and the senior public officers attended for the discussion were benefited from the discussions held during the lecture.



13. SLIDA launched online certificate course on RTI as the first step for SLIDA Digital Academy.



We were privileged to arrange the soft launch of this course as the final official event of the former Director General at SLIDA while paying gratitude for her initiative.

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
STATEMENT OF FINANCIAL POSITION
AS AT 31ST DECEMBER 2018

	Notes	2018 Rs.cts	2017 Rs.cts
ASSETS			
Current Assets			
Bank Balances	03	72,042,623.13	4,051,951.91
Undeposited Receipts		525,555.04	120,376.50
3 Months Deposits	04	290,170,307.53	268,046,188.01
Receivables	05	29,937,094.12	36,800,695.54
Stock in Hand	06	4,518,286.49	3,097,579.47
Pre Payments	07	3,429,902.43	4,931,816.97
Advances	08	1,940,973.56	5,715,120.34
Staff Loans	09	15,432,939.82	15,036,793.34
		417,997,682.12	337,800,522.08
Non - Current Assets			
Property Plant and Equipment	10	26,777,965.38	412,427,321.74
Gratuity Fund Investment	11	34,776,276.63	31,591,567.42
Deposit Account	12	1,299,500.00	1,299,500.00
		62,853,742.01	445,318,389.16
TOTAL ASSETS		480,851,424.13	783,118,911.24
LIABILITIES			
Current Liabilities			
Deposits Payable	13	50,845,178.00	23,151,896.28
Receipts in Advance	14	93,686,228.51	79,421,201.83
Accrued Expenses	15	25,431,601.95	19,985,653.00
Provision for uncertain Receivables		3,669,302.08	3,221,450.00
		173,632,310.54	125,780,201.11
Non - Current Liabilities			
Distance Learning Center Ltd	16	23,170,823.72	24,825,882.55
Provision for Gratuity	17	29,614,322.20	28,994,006.20
		52,785,145.92	53,819,888.75
TOTAL LIABILITIES		226,417,456.46	179,600,089.86
NET ASSETS		254,433,967.67	603,518,821.38
NET ASSETS/EQUITY			
Deferred Income - Treasury Grant		595,232,238.83	514,054,873.20
Other Reserves - Assets Revaluation Reserves	18	12,015,807.00	12,015,807.00
Accumulated Surplus / Deficit	19	52,081,705.58	77,448,141.18
TOTAL NET ASSETS/EQUITY		659,329,751.41	603,518,821.38

The Significant Accounting Policies and the Notes from pages 5 to 20 form an integral part of these Financial Statements.

Certification

We certify that the above Financial Statements give a true and fair view of affairs as at December 31, 2018 and its surplus / (deficit) for the year ended December 31, 2018.

.....
Director (Finance)

.....
Director General

Date:.....

The Management is responsible for the preparation and presentation of these Financial Statements. These Financial Statements were approved by the Governing Council.

.....
Governing Council Chairman

Date:.....

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2018

	Note	2018 Rs.cts	2017 Rs.cts
Revenue			
Contribution from the Treasury	20	133,612,634.37	134,878,943.61
Other Revenue			
Course Fee	21	1,571,500.00	4,802,662.00
Hire of Halls		18,553,241.50	6,370,175.00
Sale of Publications		434,654.50	618,280.00
Income on Investments	22	31,856,460.09	31,944,464.48
Interest from Loans		667,962.13	626,400.73
Rent	23	16,413,920.17	8,522,121.13
Lease Rent		1,655,058.83	1,655,058.33
Donation (UNDP)			3,871,700.36
School of Post Graduate Studies		17,487,414.44	20,679,500.02
Language Programme		10,875,500.00	7,104,450.00
Consultancy	24	33,805,397.26	137,482,019.51
Institutional Share Income		16,782,713.75	-
Sundry Income	25	18,631,860.82	4,142,770.91
Total Revenue		302,348,317.86	362,698,546.08
Expenses			
Personal Emoluments	26	100,923,950.47	87,053,813.18
Staff Welfare	27	3,869,863.80	4,794,399.71
Traveling Subsistence & Allowances	28	4,393,844.63	9,260,683.06
Utility & Other Services	29	36,630,134.29	35,393,023.40
Transportation	30	3,913,840.52	4,847,841.41
Repair & Maintenance of Fixed Assets	31	5,459,151.92	7,517,313.15
Supplies & Requisites	32	9,493,108.15	10,910,556.37
Financial Charges	33	3,609,058.04	4,383,941.00
Library Services	34	431,271.50	364,945.00
Training & Evaluation	35	1,756,600.85	7,743,538.45
Publication & Information Services	36		208,054.00
Foreign Training & Study Tours	36a	59,111,650.38	46,413,155.28
Depreciation	37	39,720,093.64	37,148,051.70
School of Post Graduate Studies	38	7,793,566.08	5,630,763.15
English Programme	39	3,916,965.00	2,859,500.00
Consultancies	40	33,805,397.36	65,751,394.79
losses & write off -TOT		-	11,736,078.22
Provision of Gratuity		3,223,949.00	2,513,632.70
Provision for Uncertain Receivables		447,852.08	1,476,400.00
Publications Expenses		268,498.50	650,808.00
Total Expenses		318,768,796.21	346,657,892.57
Surplus/ (deficit) for the period		(16,420,478.35)	16,040,653.51

.....
Director (Finance)

.....
Director General

Date:.....

Mandate and Role

The Terms of Reference of the Committee, is defined as per the Public Enterprises Circular No. PED 55 dated 14.12.2010. The Committee assists the Governing Council in fulfilling its general oversight of financial reporting, internal controls, internal and external audits.

Terms of Reference

The Committee is governed by the specific Terms of Reference (TOR) set out by the Governing Council Members in terms of the Public Enterprises Circular No. PED 55. The Committee focuses on the following objectives in discharging its responsibilities as per Terms of Reference and the requirements of the Government.

- a. Determination of the responsibilities of the Internal Audit Unit and review of the annual audit plans.
- b. Review and evaluate internal control systems for all activities of the entity.
- c. Review performance at regular intervals for cost effectiveness and to eliminate wasteful expenditure etc.
- d. Liaise with external auditors and follow up on Auditor General's/ External auditors Management Letters.
- e. Ascertain whether statutes, regulations, rules and circulars are complied with.
- f. Review financial statements to ensure compliance with Accounting Standards.
- g. Review internal audit/ external audit reports, Management Letters to remedial action.
- h. Review implementation of recommendations/ directives of the Committee on Public Enterprises.
- i. Reporting to the Governing Council any matters which have been identified that the Committee need to be considered, actioned or improved upon.
- j. Prepare report on the findings of the Committee for inclusion in the Annual Report.

Financial Reporting

The Committee reviews effectiveness of the Financial Reporting System in place, to ensure reliability of information provided to the stakeholders. The Committee assists the Governing Council to discharge their responsibility for the preparation of true and fair financial statements in accordance with the books of accounts and Sri Lanka Accounting Standards. The Committee reviews the adequacy and effectiveness of the internal control system and procedures to provide reasonable assurance that all transactions are accurately and completely recorded in the books of accounts.

The Committee reviewed all quarterly non-audited interim financial statements and financial statements, together with supporting information that included significant assumptions and judgments made in the preparation of financial statements.

Internal Controls

The Audit Committee assessed the effectiveness of internal control over financial reporting as at 31 December 2018. This process assesses the adequacy and effectiveness of the internal controls and the processes for controlling risks to ensure compliance with laws and regulations. The Committee ensures that appropriate action is taken by the management on the recommendations of the Internal Auditors to improve the effectiveness of the internal control system of the SLIDA. The basis of the internal control framework, which enables the Governing Council to pursue its functions and take necessary measures.

Internal Audit

The Audit Committee ensures that Internal Audit function is independent of the activities it audits and that it is performed with impartiality proficiency and due professional care. The Audit Committee monitored and reviewed the scope, resources, extent and effectiveness of the activities of SLIDA Internal Audit division.

P.B.S.C. Nonis

Chariman

Audit and Management Committee

Director General,

Sri Lanka Institute of Development Administration

Report of the Auditor General on the Financial Statements and Other Legal and Regulatory Requirements of Sri Lanka Institute of Development Administration for the year ended 31 December 2018 in terms of the Section 12 of the National Audit Act No 19 of 2018

1. Financial Statements

1.1. Qualified Opinion

The audit of the Financial Statements of Sri Lanka Institute of Development Administration for the year ended 31 December 2018 comprising the statement of financial position, statement of financial performance, statement of changes in equity and the cash flow statement for the year then ended and note to the financial statement including a summary of significant accounting policies was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act No 19 of 2018 and Finance Act No 38 of 1971. My report to Parliament in pursuance of provisions in Article 154 (6) of the Constitution will be tabled in due course.

In my opinion, except for the matters described in the basis for qualified opinion section of my report, the accompanying financial statements provides a true and fair view of the financial position of Sri Lanka Institute of Development Administration as at 31 December 2018 and of its financial performance and its cash flows for the year then ended in accordance with Sri Lanka Public Sector Accounting Standards, except the effect made by the facts described in the part ‘Basis for opinion’ in my report.

1.2. Basis for opinion

a) Sri Lanka Public Sector Accounting Standards

- i. In terms of para 09 of No 02 of Standard, non-deposited receipts of Rs. 525,555, which were kept at hand, have been shown as a change in the working capital without including them in the balance of cash and cash equivalents.
- ii. In terms of para 14 of No 07 of Standards, the cost or fair value of an asset could have to be measured when the asset is accounted but Rs. 15,228,514.00, the value of four contracts has been capitalized based only on the recommendation of engineer.

b) Accounting Deficiencies

- i. The amount of Rs. 1,036,804.00, which remains unspent from the amount of Rs. 8,158,986.00 provided in year 2015 by Department of Animal Production and Health for conducting local and overseas training programmes, has been accounted as the income in the current year without paying it back to the respective institution.
- ii. An amount of Rs. 12,195,650.00, which has been shown as an amount to be received to Post Graduate Division and Language Division, has been written off without obtaining proper approval. As a result of this, the deficiency has been over accounted by the aforesaid amount.

c) Non clarified differences

As per the Financial Statements, total cost of fixed assets as at 31 December 2018 is Rs. 779,612,380. However It is shown as Rs. 786,743,302 in comprehensive schedule. Accordingly the difference observed is Rs. 7,130,922.

I conducted my audit in accordance with Sri Lanka Auditing standards (SLAuSs). My responsibilities, under those standards are further described in the Auditor's responsibilities for the Audit of the financial statements section of my report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

1.3. Responsibilities of Management and those charged with governance for the Financial Statements

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with Sri Lanka Public Sector Accounting Standards and for such internal control as management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the institution's ability to continue as a going concern, disclosing , as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the institution or to cease operations , or has no realistic alternative but to do so.

The charged with governance are responsible for overseeing the institution's financial reporting process.

As per section 16 (1) of the National Audit Act No 19 of 2018, the institution 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 institution.

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 misstatements, 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 Public Sector Accounting Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks. And obtain audit evidence that is sufficient and appropriate to provide a basis for my 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.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.
- Conclude on the appropriateness of the management's use of going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the institution's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are

inadequate, to modify my opinion. However, future events or conditions may cause the institution to cease to continue as a going concern.

- Evaluate the overall presentation, structure and the 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.

I communicate with those charged with governance regarding, among other matters, significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

2. Report on other legal and regulatory requirements

National Audit Act No 19 of 2018 includes specific provisions for following requirements.

- Except for the effect of the matters described in the basis for qualified opinion paragraph I have obtained all the information and explanation that required for the audit and as far as appears from my examination, proper accounting records have been kept by the institution as per the requirement of section 12 (a) of the National Audit Act No 19 of 2018.
- The financial statements presented is consistent with the preceding year as per the requirement of section 6 (1)(d)(III) of the National Audit Act No 19 of 2018.
- The financial statements presented include all the recommendations made by me in the previous year as per the requirement of section 6 (1) 9 (d) (IV) of the National Audit Act No 19 of 2018.

Based on the procedures performed and evidence obtained were limited to matters that are material, nothing has come to my attention.

- To state that any member of the governing body of the institution has any direct or indirect interest in any contract entered into by the institution which is out of the normal cause of business as per the requirement of section 12 (d) of the National Audit Act No 19 of 2018.

- To state that the institution has not complied with any applicable written law, general and special directions issued by the governing body of the institution as per the requirement of section 12 (f) of the National Audit Act No 19 of 2018, except following observations for

Reference to laws, rules and procedures	Description
(a) Section 16 (2) of the National Audit Act No 19 of 2018	Action has not been taken to submit the performance report of the year under review of the institution to Auditor General along with financial statements as per the provisions.
(b) Inland Revenue Act No 24 of 2017	Even though the PAYE tax (Pay as you earn tax) should be remitted to the Department of Inland Revenue on or before 15 th of the following the month, an amount of Rs. 596,023, which has been deducted from June to December of the year under review, has not been remitted.
(c) Section 10.4 and 10.8, Chapter XV of Establishments Code	In case of going abroad, it is required to obtain the approval of the Minister 10 days before the date of departure. However two officers have left the Island without having such approval.
(d) Public Finance Circumstance	
i. Circular No 01/2015/01 dated 05 May 2015	At such occasions where arrangements are made by a foreign country of donor agency only for accommodation facilities, only 35% from the combined allowance should be paid. However an amount of Rs. 4,115,324 (23,788 USD) has been paid in excess for 11 officers of the institution and 166 officers from other institutions deviating from the above prescription.

ii. Circular No 03/2015 dated 14 July 2015	Even though the interim impress should be settled once the relevant task is completed, it was observed that there were delays from 10 days up to 209 days in the settlement of advances obtained for training courses and expenses at 19 occasions during the year under review.
iii. Public Enterprises Circular No PED/17 dated 28 October 2003	Even though it is required for officers to obtain approval from the Director General of Public Enterprises before leaving the country, sample test shows 15 occasions where such approval was not obtained by 224 officers.
(e) Treasury Circular No. 842 dated 19 December 1978	Action has not been taken either to maintain a register or update the existing register as per provisions of the Circular regarding the fixed assets to the value of Rs. 56,743,886.
(e) Public Enterprises Circular No PED/12 dated 02 June 2003	
i. Section 5.2.4.	Even though the draft of the estimate should be submitted for the approval of the Governing council three months before the commencement of financial year, no action has been taken in this regard. However the budget estimate of year 2018 has been approved on 19 January 2018.
ii. Section 6.5.3.	Even though the annual reports should be tabled at the Parliament within 150 days since the end of financial year, the annual report for year 2017 has not been tabled by the date of auditing.

- To state that the institution has not performed according to its powers, functions and duties as per the requirement of section 12 (g) of the National Audit Act No 19 of 2018, except for

Powers, functions and duties	Observations
Taking action by the Institution in terms of the objectives indicated in Sri Lanka Institute of Development Administration Act No 09 of 1982 by which the institution was established.	It was observed that 78 efficiency bar examinations, which are not relevant to the training programmes of the institution and which are not fallen under the objectives or tasks of the institution, have been conducted during the current year.

- To state that the resources of the institution had not been procured and utilized economically , efficiently and effectively within the time frames and in compliance with the applicable laws as per the requirement of section 12 (h) of the National Audit Act No 19 of 2018, except for

Management functions

A secondment allowance of 50% has been paid to the academic staff serving on secondment basis in terms of the Cabinet Decision No CP/13/0237/523/001 dated 19 April 2013 and it has been prescribed by the orders of Committee on Public Enterprises dated 14 November 2014 that the minimum hours to be served for such allowance was 45. Accordingly,

- A loss of Rs. 1,433,300 has incurred within the first 6 months of 2018 due to the inability to make recoveries for the remaining hours of lecturers, who have not completed the minimum limit of 45 hours.
- When the work estimates were prepared for the induction training of 104 cadets recruited under open stream to Sri Lanka Administrative Service in 2017, it was planned to cover total number of lecturing hours as 3,888 i.e. 2034 and 1854 hours for external as well as internal lectures respectively. However the actual number of hours covered by internal and external lecturers was only 1080 (58%) and 1650 (81%). It was observed that the contribution of internal lecturers was at a lower level as the priority has been given to external lecturers.

3. Other observations of the audit

As per the agreement made at the discussion conducted with the ministry regarding the training programmes to be held for cadets recruited to Sri Lanka Administrative Service under open stream (2014/2016), it has been decided to implement the training programme without recovering charges for the institution and for the contribution of the staff of institution. However an amount of Rs. 1,387,390 has been charged for conducting module examinations for trainees and Rs. 960,245 out of the above has been paid to the officers of the institution.

W.P.C.Wickramaratna
Auditor General

