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வருடாந்த அறிக்கை
Annual Report

2020



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இலங்கை அபிவிருத்தி நிர்வாக நிறுவகம்
Sri Lanka Institute of Development Administration



2020 Annual Report



Sri Lanka Institute of Development Administration





Annual Report - 2020

Publication

Sri Lanka Institute of Development Administration

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About Us...

*Sri Lanka Institute of Development Administration (SLIDA)
It is Sri Lanka's premier public sector training institute for developing knowledge and skills in public administration and management. In addition to management training, the institute is tasked with providing management consulting and research management related services as well as reviewing and improving organizational management methods. This is an institution established under the Parliament Act No. 09 of 1982.*



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1. 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 British 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 facilitate 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 38 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.



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





"Amidst the Covid calamity SLIDA has not forgotten its social and environmental obligations by launching herbal planting in its green garden. It was also noticed that the institution has been running all these activities with a cadre short of eighty two (62) vacancies. "

Message of the Secretary to the Ministry of Public Services, Provincial Councils and Local Government Chairman of the Governing Council - SLIDA

I am very much pleased to send this short message to the Annual Report of Sri Lanka Institute of Development Administration for the year 2020. The challenges faced by all sectors of the country due to the unfortunate Covid 19 pandemic have been continuing during this year too.

The main focus of the SLIDA is the training and development of public service officers including capacity development, Management Consultancies, Research and Development etc. The pace of these programmes have been retarded due to the above challenges.

However, I am happy that SLIDA was able to achieve some tangible results during this era, amidst above challenges. It was able to conduct one (01) induction training, five (05) mandatory trainings out of fourteen (14) programmes commenced, fourteen (14) examinations both internal & external and several other programmes conducted online mode.

Also I highly appreciated that SLIDA has initiated online training system and activities on the consideration of Covid -19 situation to assist

public sector officers who work all over the Island. Also number of lectures were organized to assist social and economic development of the country to improve knowledge of the public servants.

Amidst the Covid calamity SLIDA has not forgotten its social and environmental obligations by launching herbal planting in its green garden. It was also noticed that the institution has been running all these activities with a cadre short of sixty two (62) vacancies.

I take this opportunity to thank the Honorable Minister and members of the Governing Council of SLIDA for the valuable guidance and advice extended to achieve the above goals. I wish all the SLIDA staff the best of luck.

J.J. Rathnasiri

Secretary

Ministry of Public Services, Provincial Councils and Local Governance.

"At present, Cabinet approval has been granted to SLIDA to conduct selected examinations in the public institutions and State Owned Enterprises through its examination division."



Message of the Director General

It is my pleasure to add this message to the annual report SLIDA for 2020, a year which marked the end of the second decade of the 21st century and spent amidst challenges posed by the global pandemic.

In this year, the public servants, together with the people of this country had to face numerous difficulties which were beyond their control. Among them, the impact of Covid-19 pandemic on the human resources development in Sri Lanka was decisive.

Even amidst above challenges, SLIDA was able to successfully conduct induction training programs for newly recruited officers and compulsory capacity building programs for relevant officers of the All Island Services in this year. In addition, five diploma programs were also conducted. In response to the requests made by state institutions for customized training, 411 officers were trained during this year.

At present, Cabinet approval has been granted to SLIDA to conduct selected examinations in the public institutions and State Owned Enterprises through its examination division.

Through postgraduate studies and management consultancy work, we have been able to make our maximum contribution to the capacity building in the public sector. The Centre for Language Studies has conducted programs for over 200 officers. It was SLIDA that first started using online mode for the delivery of training programs in the public sector in Sri Lanka. Turning the challenge into an opportunity, all academic work of postgraduate study programs in this year were conducted online.

I am delighted to recall all the efforts made by SLIDA in this year taking new initiatives in training the public servants which were successfully accomplished, I believe, through the dedication and team spirit of our staff.

Finally, I wish to express my gratitude to the Governing Council of SLIDA for their guidance, support and constant encouragement to SLIDA for all its achievements mentioned above.

Dr. Pradeepa Serasingha
Director General
Sri Lanka Institute of
Development Administration





The image shows a close-up of an ancient stone structure, likely a temple or palace. The structure features a series of horizontal stone bands with intricate carvings. The top part of the structure is made of red brick. The carvings include a prominent figure, possibly a deity or a royal figure, seated on a throne. The background is filled with lush green trees, suggesting a tropical or subtropical environment. The overall scene is well-lit, with natural light highlighting the textures of the stone and brick.

Structure ...

Expert specialists in the subject are assigned to the centers and training programs, management consulting or research studies are conducted under the head of each center. Relevant specialists are selected from the respective centers to perform the required functions. In addition, they seek the services of external resource persons as experts in professional skills and subjects.

2. Financial Highlights

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER 2020

	Notes	2020 Rs.cts	2019 Rs.cts
ASSETS			
Current Assets			
Bank Balances	03	24,462,465.87	22,918,072.02
3 Months Deposits	04	320,652,293.25	302,291,319.34
Receivables	05	46,843,764.05	22,058,329.11
Stock in Hand	06	5,537,033.28	5,861,336.98
Pre Payments	07	4,059,589.00	3,480,761.33
Advances	08	69,802.00	293,340.64
Staff Loans	09	14,151,150.57	16,059,835.13
		415,776,098.02	372,962,994.55
Non - Current Assets			
Property Plant and Equipment	10	439,323,810.99	421,105,571.58
Work-in-progress (Capital)		-	1,644,343.69
Gratuity Fund Investment	11	40,776,844.34	38,081,659.54
Deposit Account	12	1,299,500.00	1,299,500.00
		481,400,155.33	462,131,074.81
TOTAL ASSETS		897,176,253.35	835,094,069.36
LIABILITIES			
Current Liabilities			
Deposits Payable	13	20,441,324.41	21,812,011.68
Receipts in Advance	14	106,561,290.03	105,846,522.47
Accrued Expenses	15	4,480,123.73	3,115,638.71
Provision for uncertain Receivables		7,532,692.96	4,322,607.91
		139,015,431.13	135,096,780.77
Non - Current Liabilities			
Distance Learning Center Ltd	16	19,860,707.06	21,515,765.39
Provision for Gratuity	17	34,741,715.00	32,939,816.50
		54,602,422.06	54,455,581.89
TOTAL LIABILITIES		193,617,853.19	189,552,362.66
NET ASSETS		703,558,400.16	645,541,706.70
NET ASSETS/EQUITY			
Deferred Income - Treasury Grant		544,802,377.59	564,544,388.88
Other Reserves - Assets Revaluation Reserves	18	58,615,807.00	12,015,807.00
Accumulated Surplus / Deficit	19	100,140,215.57	68,981,510.82
TOTAL NET ASSETS/EQUITY		703,558,400.16	645,541,706.70

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2020 Rs.cts	2019 Rs.cts
Revenue			
Contribution from the Treasury	20	137,642,011.29	168,977,849.95
Other Revenue			
Course Fee	21	500.00	155,740.00
Hire of Halls		14,759,696.02	21,975,030.00
Sale of Publications		57,190.00	98,932.00
Income on Investments	22	23,512,978.80	31,718,528.53
Interest from Loans		545,298.98	664,924.88
Rent	23	7,971,788.51	13,658,393.83
Lease Rent		1,655,058.33	1,655,058.33
School of Post Graduate Studies		18,712,003.71	9,945,276.58
Language Programme		3,562,360.00	1,162,445.75
Consultancy	24	14,032,754.44	51,648,093.20
Institutional Share Income		8,436,678.45	10,356,757.41
Sundry Income	25	11,504,728.53	16,113,053.31
Total Revenue		242,393,047.06	328,130,083.77
Expenses			
Personal Emoluments	26	112,686,048.16	108,954,116.89
Staff Welfare	27	3,317,128.95	4,136,515.72
Traveling Subsistence & Allowances	28	356,566.10	1,099,719.02
Utility & Other Services	29	27,817,214.60	34,919,536.08
Transportation	30	3,633,601.56	3,132,607.90
Repair & Maintenance of Fixed Assets	31	3,968,285.00	4,480,273.43
Supplies & Requisites	32	3,716,961.23	9,178,130.49
Financial Charges	33	743,353.00	3,191,853.99
Library Services	34	306,332.50	344,093.50
Training & Evaluation	35	72,160.00	1,181,402.21
Publication & Information Services	36	-	316,800.00
Foreign Training & Study Tours	36-A	-	32,007,008.68
Depreciation	37	36,891,534.85	37,245,423.64
School of Post Graduate Studies	38	6,578,888.05	8,961,528.54
English Programme	39	1,349,310.00	2,386,103.58
Consultancies	40	14,032,754.44	51,648,093.20
Provision of Gratuity		6,411,337.00	4,475,874.30
Provision for Uncertain Receivables		3,210,085.05	653,305.83
Total Expenses		225,091,560.49	308,312,387.00
Surplus/ (deficit) for the period		17,301,486.57	19,817,696.77



SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
CASH FLOW STATEMENT FOR THE YEAR ENDED 31ST DECEMBER 2020

	2020	2019
	Rs.cts	Rs.cts
CASH FLOWS FROM OPERATING ACTIVITIES		
Net Surplus / Deficit for the year		
Adjustment for the items which have no effect on movements of funds	17,301,486.57	19,817,696.77
Depreciation	36,891,534.85	37,245,423.64
Amortization	(27,942,011.29)	(30,687,849.95)
Provision for Gratuity	6,411,337.00	4,475,874.30
Provision for uncertainty receivable	3,210,085.05	653,305.83
Previous Year Adjustment		
Revaluation effect of Moter Vehicle	14,797,347.24	(2,917,891.53)
	(9,211,381.47)	0.00
Operating Surplus (Deficit) before working capital changes	41,458,397.95	28,586,559.06
Decreases (Increases) in stocks	324,303.70	(1,343,050.50)
Decreases (Increases) in Advances	223,538.64	1,647,632.92
Decreases (Increases) in Prepayments	(578,827.67)	50,858.90
Decreases (Increases) in Staff Loans	1,908,684.56	(626,895.30)
Decreases (Increases) in Receivables	(24,785,434.94)	7,878,765.01
Increases (Decreases) in Deposits Payable	(1,370,687.27)	(27,619,569.16)
Increases (Decreases) in Accrued Expenses	1,364,485.52	(22,315,963.24)
Increases (Decreases) in Work in Progress	1,644,343.69	(1,644,343.69)
Increases (Decreases) in Consultancy	714,767.56	12,160,293.96
Gratuity paid	(4,609,438.50)	(1,150,386.00)
Net cash flows from operating activities	(25,164,264.71)	(32,962,657.10)
CASH FLOWS FROM INVESTING ACTIVITIES		
Acquisition of Buildings	(4,507,809.24)	(12,587,715.08)
Decrease of Furniture & Fittings	742,255.36	(3,577,769.79)
Decrease of Office Equipment	638,263.52	(2,854,481.65)
Decrease of Electrical Fixtures	2,827,221.60	(4,425,536.40)
Acquisition of Computers	(184,450.00)	(2,810,489.80)
Acquisition of Books	(125,009.95)	(712,063.30)
Decrease of Other Assets	371,006.86	(1,224,498.54)
Gratuity Fund Investment	(2,695,184.80)	(3,305,382.91)
Short Term Deposits	(18,360,973.91)	(12,121,011.81)
Net cash flows from investing activities	(21,294,680.56)	(43,618,949.28)
CASH FLOWS FROM FINANCING ACTIVITIES		
Government Grant - Capital	8,200,000.00	0.00
Increase (Decrease) in DLC Ltd	(1,655,058.83)	(1,655,058.83)
Net cash flows from financing activities	6,544,941.17	(1,655,058.83)
Net Increase/ (decrease) in Cash & Cash Equivalents	1,544,393.85	(49,650,106.15)
Cash & Cash Equivalents at beginning of period	22,918,072.02	72,568,178.17
Cash & Cash Equivalents at end of period	24,462,465.87	22,918,072.02

**SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
STATEMENT OF CHANGES IN NET ASSETS/EQUITY
FOR THE YEAR ENDED 31ST DECEMBER 2019 & 2020**

	Attributable to owners of the Controlling entity			Total net assets/equity
	Contributed Capital	Other Reserves	Accumulated Surpluses/(Deficits)	
	Rs.cts	Rs.cts	Rs.cts	
Balance as at January 01 , 2019	595,232,238.83	12,015,807.00	52,081,705.58	659,329,751.41
Change in Accounting Policy				
Change in Accounting Policy				
Previous Year adjustments			(2,917,891.53)	(2,917,891.53)
Restated balance	595,232,238.83	12,015,807.00	49,163,814.05	656,411,859.88
Change in net asset /equity for 2019				
Contribution from Treasury - Capital				
Deferred Income Amortization	(30,687,849.95)			(30,687,849.95)
Surplus / Deficit for the period			19,817,696.77	19,817,696.77
Balance at December 31 , 2019	564,544,388.88	12,015,807.00	68,981,510.82	645,541,706.70
Carried Forward				
Balance as at January 01 , 2020	564,544,388.88	12,015,807.00	68,981,510.82	645,541,706.70
Fixed Asset revaluation		46,600,000.00		46,600,000.00
Change in Accounting Policy				
Change in Accounting Policy				-
Previous Year adjustments			13,857,218.18	13,857,218.18
Restated balance	564,544,388.88	58,615,807.00	82,838,729.00	705,998,924.88
Change in net asset /equity for 2020				
Contribution from Treasury - Capital	8,200,000.00			8,200,000.00
Deferred Income Amortization	(27,942,011.29)			(27,942,011.29)
Surplus / Deficit for the period			17,301,486.57	17,301,486.57
Balance at December 31, 2020	544,802,377.59	58,615,807.00	100,140,215.57	703,558,400.16
Carried Forward				







School of Postgraduate Studies

The School of Postgraduate Studies has been established by the Sri Lanka Institute of Development Administration (SLIDA) as a step towards establishing a systematic program for awarding degrees. The School has academic project teams and academic affairs executive board. Both groups have the legal authority to select management postgraduate students, determine course content, issue results, and follow disciplinary action.

The School of Postgraduate Studies is the Applied Center for Public Management and Research Studies. The School is committed to introducing high quality academic and professional development courses to a diverse customer base. Postgraduate courses are open to all public, private and non-government sectors. The purpose of the course content is to equip course learners with knowledge and build them into successful professional managers. The institute's postgraduate courses offer students the opportunity to pursue professional goals through the acquisition of IT skills and other specializations.

3. 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 2020.

Mr. J.J.Rathnasiri Secretary Ministry of Public Services, Provincial Councils and Local Government	- Chairman
Mr. Gamini S. Senarath Secretary to the Prime Minister Prime Minister Office	- Member
Mr. S.R.Atygalle Secretary, Ministry of Finance, Economic and Policy Development	- Member
Professor. K.Kapila.C.K.Perera Secretary, Ministry of Education	- Member
Mr. Sumith Abesinghe	- Member
Mr. Kaushal Mendis	- Member
Mr. R.G.Panditha Korralag	- Member
Mr. P.Algama	- Member
Mr. Gotabaya Jayarathne	- Member
Mr. K.B.V.D.N.Muthugala	- Member
Mr. P.S.P Abewardana	- Member
Dr. (Mrs.) P.G.D.Pradeepa Serasinghe Director General (Actg.) of SLIDA	- Member

4. Senior Management and Faculty

4.1 Directorate Profile

Ms. K.M.S.D. Jayasekara

Director General (Actg.) (From 01.01.2020 to 25.08.2020)

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.

Dr. (Mrs.) P.G.D. Pradeepa Serasinghe

Director General (Acting) (From 25.08.2020 to 31.12.2020)

SLAS - Special Grade

MBA – School of Public Policy - University of Birmingham - United Kingdom),

BA (Hons) –Mass Communication and Sinhala, University of Sri Jayawardenapura,

BSc - Zoology, Botany Chemistry, University of Peradeniya

Special interest on Good Governance & Ethics, Values and Standards in Public Sector, Expert in Heritage Management, Experienced as the Director – Women’s Bureau of Sri Lanka, Secretary to the National Education Commission of Sri Lanka, Additional Secretary to the Ministry of Cultural Affairs, Additional Secretary (Public Administration) to the Ministry of Public Services, Provincial Councils and Local Government.

Mr. J.S.Prasad Piyasena

Additional Director General (Administration and Finance)

SLAS – Special Grade

Master of Sociology, University of Kelaniya.

PGD in Writership and Communication, University of Sri Jayawardenapura

BSc. in Applied Science, University of Sri Jayawardenapura

Mrs. Neranjala .J. Jayasundara

Additional Director General (Organizational Development)

Msc. Environmental Economics, Post Graduate Institute of Agriculture, University of Peradeniya,

Bsc. Agriculture (Hons), University of Peradeniya,

Professional Certificate of Environment Management Carl Duiseberg Gesellschaft (CDG) in Germany.

Singapore Civil Service College Certified Master Trainer on Training Methodologies and National Trainer on Incident Command System in Disaster Management Certified by US Forest Service.

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

Additional Director General (Research and Development /Non-Managerial Training)

MSc. (Urban Environmental Management), AIT-Thailand.

BA (Hons), (Geography), University of Colombo.]



Dr. (Mrs.) S.R.S.N. Sudhasinghe

Additional Director General (Acting) (School of Postgraduate Studies)
PhD in Development Administration (Specialized in Public Policy Management)
MA (Economics) University of Colombo
Postgraduate Diploma in Economic Development (University of Colombo)
BA (Hons.) University of Sri Jayawardenepura

4.2 Senior Academic Advisors

Mr. G.K.D. Amarawardena

Senior Academic Advisor, SLIDA
Former Ministry Secretary
Former Senior Consultant, SLIDA
Master's Degree in Public Policy, NUS, Singapore
Postgraduate Diploma in Computer Technology, ICT, University of Colombo
BSc (Hons) – Physics, University of Peradeniya

Mr. Rajendrakumar Ganesarajah

Senior Academic Advisor, SLIDA
Assistant Country Director, Governance for Empowerment and Social Inclusion, United Nations Development Programme
Masters in Public Policy and Administration (First Class),
Masters in Public Administration (First Class Hons)
BSc First Class Hons Botany Special.

Mrs. Seetha C. Withanaarachchi

Senior Academic Advisor, SLIDA
Retired Secretary to Ministry of Parliamentary Affairs
Former Chairperson of the National Institute of Language Education and Training
Former Secretary General of National Procurement Commission
Postgraduate Diploma in Manpower Studies
Postgraduate Certificate in Management Development for Women
Postgraduate Diploma in Public Management
Special Degree in Geography 2nd Class (Hons)

4.3 Internal Faculty

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

Ms. R. Dissanayake – Attorney-at-Law

Senior Consultant (From 01.01.2020 to 14.01.2020)
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. Thanuksha 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, IPM, University of Sri Jayawardanapura
BSc. (Special) in Zoology, University of Peradeniya
Diploma in Public Administration, SLIDA

Mr.K.R.Gangadara

Senior Consultant (From 01.01.2020 to 06.01.2020)
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. M.S. Anuruddha

Senior Consultant
SLAcS (Grade – I)
MBA, University of Rajarata
MA (Economics), University of Kelaniya
Chartered Public Financial Accountant (CA Sri Lanka)
Chartered Public Financial Accountant (London)
PGD in International Relations(BCIS) B.Sc (Marketing Mgt.)SP
DIPPCA, Dip. in Public Administration

Mr. S.D.N.U. Senadheera

Senior Consultant / Head/Centre for Language Studies
SLAS (Special Grade)
Master of Public Administration, Flinders University, Australia
Master of Arts in Linguistics, University of Kelaniya
Bachelor of Arts, University of Peradeniya

Mr. K. Prasanna Chandith

Senior Consultant
SLAS (Special Grade)
MBA, University of Rajarata.
BSc, University of Peradeniya.
Diploma in Education for Sustainable Development, Uppsala University, Sweden.
Diploma in Public Management, Sweden
Certified HR Auditor
Associate Professional Green Building Council

Mr. Shantha Weerasinghe

Senior Consultant
SLAS (Special Grade)
Master of Public Administration in e- Government (PIM-SJP), Master of
Organizational Management (Peradeniya), PG Dip.in Education (Colombo),
PG Dip.in e-Govt. (PIM-SJP), B.Sc. University of Kelaniya,
Dip.in Public Administration, SLIDA,



Teacher Training Certificate (NIE),
Experience in Divisional Administration, HRM and Project Management,
Public Administration

Mr. N.M.S.A. Bandara

Consultant
M.Sc (Information Technology) University of Moratuwa,
M.Sc.(Forestry) University of Sri Jayawardenapura
B.Sc. University of Sri Jayawardenapura

Ms. Hashini Jayasekara

Consultant
Assistant Director (Exam) covering up duties (From 05.02.2020 to 31.12.2021)
SLAS – Grade II
MA (Sociology), University of Kelaniya
Bachelor of Laws, Open University of Sri Lanka
Bachelor of Arts (Hons), University of Colombo

Mr. L.C.M. Perera

Associate Consultant
Master of Urban Sciences, University of Seoul, Korea
MSc in Artificial Intelligence (AI), University of Moratuwa,
Bachelor of IT in University of Colombo.

4.4 Service Facilitators Profile

Ms. R.A.S.P. Ranaweera

Registrar
PGD (Ind. Mathematics), University of Sri Jayawardenapura
BSc. (Hons), University of Peradeniya.

Mr. D.S. Pathmasiri

Director (Finance)
SLAcS (Grade –I)
BSc (Pub. Admin), Special, University of Sri Jayawardanapura.
Diploma in Business Studies, Chartered Licentiate, Institute of Chartered
Accountants of Sri Lanka

Mr. Y Aniruthanan

Director (Administration)
SLAS (Grade –I)
Master of Development Studies, University of Colombo
Master of Public Policy, RMIT University, Australia
B.Sc (Hons) Chemistry Special, University of Jaffna

Ms. T.D. Narangoda

Internal Auditor
MA (Economics) University of Kelaniya.
PGD in Business and Financial Administration, Institute of Chartered Accountants of Sri Lanka
BBMtg. Human Resource (Special), University of Kelaniya
Chartered Licentiate, Institute of Chartered Accountants of Sri Lanka
HNDIPPCA, SLIDA

Ms. B. A. Priyani Balasooriya

Librarian

Chartered Librarian, Associate Member of Sri Lanka Library Association.

Master in Library & Information Science, University of Kelaniya.

PGD in Education, University of Peradeniya.

BA. University of Kelaniya.

Diploma in Library Science, Sri Lanka Library Association.

Diploma in Management, The 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 Jayawardanapura







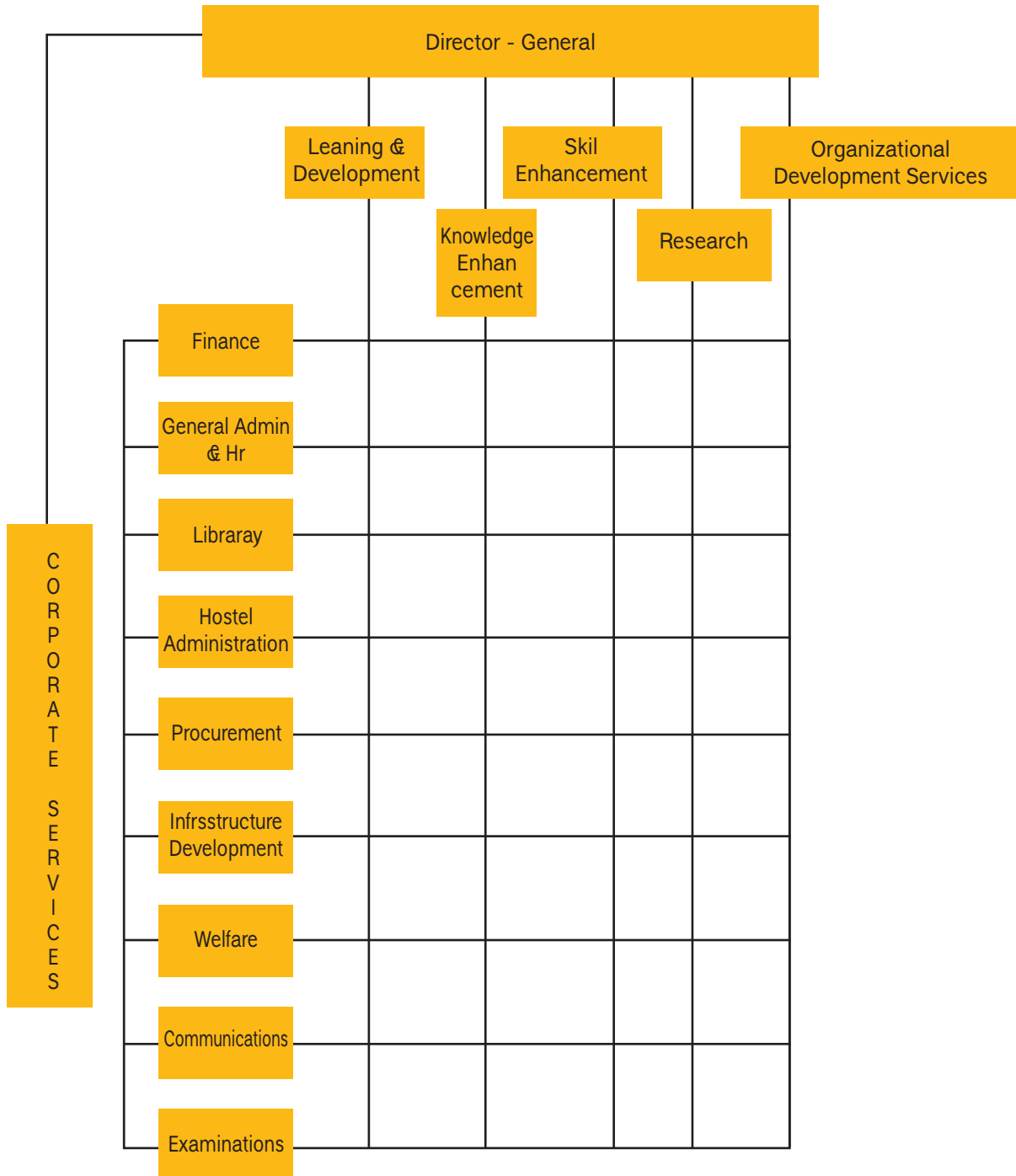
Training and Academic Activities

The primary function of the Training and Academic Division is to develop the knowledge and skills of officers of all ranks in the Public Management Service to provide a high quality public service to the nation. In addition to its training activities, the Project Division also provides training and management consulting services with a view to enhancing the efficiency of the public service.

The Institute of Development Administration of Sri Lanka (SLIDA) has been fulfilling its responsibilities for over 40 years, contributing efficiently and effectively to the development of Sri Lanka and equipping the human resources of the public service.

5. Functional and Organizational Structure

5.1 Functional Structure of SLIDA



06. Director General's Review

Learning and Development Programmes - 2020

The Learning and Development Division is the focal entity dealing with all the learning and development activities of SLIDA. It provides learning and development services requirement to meet the capacity development needs of the officers of the public sector. For this purpose, the division has a structure that enables to keep pace with the changing competency enhancement needs of the public sector.

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 in keeping with the respective service minutes. (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 Grade I and Grade 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. Other Initiatives (non fee-levying & fee-levying Programmes)

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 Commando Regiment Training School, Uva Kudaoya. Further, the Language Center of SLIDA has held language training at their Induction Training. Some programmes were collaborated with the Department of Official Languages.

Due to the Covid-19 pandemic during the year under review SLIDA has conducted only 02 Induction Training programmes for 71 officers, the details of which are given below.

SN	Service	No of Participants	Progress
01	Induction Training Programme SLICT Class II Grade II	36	Completed
02	Sri Lanka Scientific Service	35	Completed
Total		71	

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 a mandatory requirement for the officers 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 2020 the institute conducted mid-career Capacity Building programmes for 596 officers of the Sri Lanka Administrative Service and Sri Lanka Accountants Service the details of which are given below.

	Service	No of Programmes	No of Participants	Progress
1	SLAS Grade I	2	80	ongoing
2	SLAS Grade III	3	128	ongoing
3	SLAS Grade I	4	170	Ongoing
4	SLAcS Grade III	5	218	<ul style="list-style-type: none"> • 3 programmes- Completed • 2 Programmes – on going
Total			596	

6.3. Skill Development Programme - Sri Lanka Scientific Service & Architectural Service Grade I, II & III

Managerial Competency Development Programme is designed for Sri Lanka Scientific Service, Architectural Service & Technological Service (Grade I, II & III) Officers and the goal of this programme is to improve knowledge and skills with regard to the services and develop positive attitudes towards better service, (the Sri Lanka Scientific Service/ Architectural Service / Technological Service).

This Programme provide an opportunity to participants to enhance their professional competency and career development by exposing them to both the managerial and technical aspects required for them in the service as a professional in the Service. This programme planned to be conducted in both

2019 and 2020 and the total number of participants will be 441. During the year 2020 following two groups have been undergoing this programmes.

NO	Group	No of Actual Participants	Progress
1	Group 1	34	on going
2	Group 2	29	on going

6.4. 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) and Diploma in Administrative Law. These Diplomas are very popular and have provided very valuable contribution to develop public sector performance.

The following Diploma programmes have been conducted during 2020.

SN	Name of the Programme	No of Participants	Progress
1	Higher National Diploma in Public Procurement and Contract Administration – 2020/2021 (WE)	40	On going
02	Higher National Diploma in Public Procurement and Contract Administration- 2020/2021 (Tu)	55	On going
03	Higher National Diploma in Public Procurement and Contract Administration- 2020/2021 (Th)	35	On going
04	Diploma in Office Management	40	On going
05	Diploma in Administrative Law (sat)	38	On going
	Total	208	

6.5. Customized Learning and Development Programmes

These programmes have been specially designed to suit with the requests made by the client organizations. During 2020, SLIDA has conducted 15 training programmes and trained 594 officers on the request of public sector institutions. The following customized programmes have been conducted in 2020.

SN	Client Organization	Field of Customized Training	No. of Participants
1	Ministry of Education	Customized Training Programme on Capacity Building for Staff Officers	37
2	Ministry of Education	Customized Training Programme on Capacity Building for Staff Officers	37
3	Civil Aviation Authority of Sri Lanka	Customized Induction Training Programme for Managers	12
4	Palmyarah Development Board	Customized Training Programme on Capacity Building	19

5	Ministry of Public Administration, Disaster Management and livestock Development	Customized Training Programme on Human Resources Development in Public Sector	40
6	Sri Lanka Institute of Advanced Technological Education	Customized Training Programme for Preparation of Annual Action Plan	59
7	Department of Education	Customized Training Programme for Information Technological Officers	50
8	National Police Academy	Customized Training Programme on Management & Development for Deputy Inspector General of Police	10
9	Sustainable Development Council	Customized Induction Training Programme on Office Management & Government	12
10	National Police Academy	Customized Training Programme on Management and Development for Promoted Officers to the Post of Senior Superintendent of Police	29
11	Department of Census	Induction Training Programme for Required statisticians	45
12	Huminty & Inclusion Office	Provide tailored Training to LA's & DS's	30
13	Disaster Management Centre	Capacity Building Programme on Disaster Risk Management	31
14	Ministry of Public Administration, Disaster Management Livestock Development	Speech Craft Training with Toast Master International	37
15	Ministry of Internal and Home Affairs and Provincial Councils & Local Government	Induction Training programme for Administrative Grama Niladhari	146

6.6. Management Consultancies

SLIDA Learning and Development Division was involved in providing Management Consultancies for the public sector organizations. Usually these consultancies were conducted 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 2020.

- Preparation of E- Citizens Information System for Ministry of Public Administration - UNDP
- Implementation of ERP System (Phase I) for Dehiwala – Mount Lavinia Municipal Council



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. This Master Degree programme is open to the private sector and it has proved to be the most sought after programme among the Armed forces, Police and health sector employees as it is held both on week days and weekends. 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.

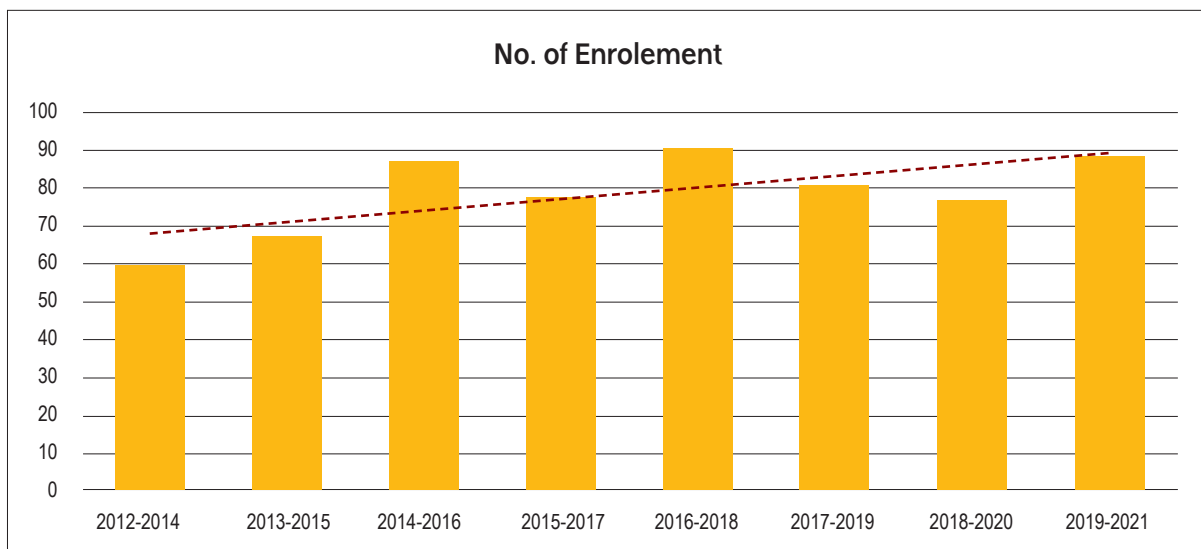


Table 1X:

Number of enrolments to MPM programme up to date

At the beginning of year 2020, the SPS organized the inauguration ceremony of the intake of 2019 - 2021 batch on the 3rd March 2020 where 89 candidates were registered. During the year 2020, SPS has run three parallel batches of MPM with a total of 247 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 on timely important topics. As a degree awarding institute, SPS conducts special events such as seminars to the public sector.

With the objective of providing the MPM course participants and interested parties in both public and private sector, the School of Postgraduate Studies of SLIDA organizes public lectures on important current topics of local and global relevance with a view to enhance the managerial capacity of executives in Sri Lanka’s public and private sectors.

Dr. Prathibha Mahanamahewa, Dean, Faculty of Law, University of Technology, Jamaica conducted a public lecture on 16th of January 2020 at the SLIDA on “Administrative Decision Making: Human Rights & Fundamental Rights Perspective” which was attended by a large number of participants.

Mr. Thilak Piyadigama, Chief Executive Officer, SDB Bank conducted a public lecture on 13th of February 2020 at the SLIDA on “Private Sector Best Practice: Lessons for Public Sector” which gathered a large audience.

On 27th February 2020 (Prof.) D.A.C. Silva, Professor in Economic, Department of Economic, University of Colombo also delivered a lecture on “Economic Aspects of Development and Policy Planning” at the SLIDA.

Dr. S.R.S.N. Sudasinghe, Additional Director General (SPS) – Actg., SLIDA, conducted Webinars on “Role of Public Sector Managers During COVID-19 Pandemic on 06th of May 2020 and on “Breaking the Transmission through Community Engagement and Empowerment” on 15th May 2020.

Breaking the Transmission through Community Engagement and Empowerment

Reflections after 5 days from 11th - the way forward

Moderators

- Prof Indika Karunathilake, President, Sri Lanka Medical Association
- Dr. Sepalika Sudasinghe (PhD), Additional Director General (Postgraduate Studies) School of Postgraduate Studies SLIDA

Speakers

- Prof R M Mudiyanse, Professor In Paediatric, Faculty of Medicine, University of Peradeniya
- Dr. Kushlani Jayathilaka, Consultant Microbiologist, Sri Jayewardenepura General Hospital
- Mr. J.J. Rathnasiri, Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government
- Dr. Upul Dissanayake, Consultant Physician, National Hospital of Sri Lanka
- Senior Journalist Mohan Samaranyake, Director General of Presidential Media
- Prof Charitha Herath, Professor of Philosophy, Department of Philosophy, University of Peradeniya

WEBINAR ON ROLE OF PUBLIC SECTOR MANAGERS DURING COVID-19 PANDEMIC

School of Postgraduate Studies-SLIDA
Public Seminar Series

Target Group:

- Senior officers of the Ministry of Public Administration, Home Affairs,
- Provincial Councils and Local Government,
- Participants of the Master in Public Management Programme, School of Postgraduate Studies.

Content:

- Remote Working Practices.
- Continuous Learning and Development in Remote Working.
- Occupational Health & Safety Measures.
- Employee Performance Monitoring in Remote Working.
- Remuneration, Rewards and Recognition for Performance.
- Two-way Communication Process.
- Employee Grievance Handling Procedure.
- Leadership and Motivation

Objectives:

- To make aware public sector managers in handling human resources in an effective way during Covid-19 Pandemic.
- To help public sector managers to initiate WFH concept of the government successfully
- To discuss on how to redesign methods of work, capacity building, communicating and place of work during this period.

Expert Panel

Chairman: Mr. S. Herathachchi, Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government.

Moderator: Dr. Sireel Sudasinghe, PhD in Development Administration, Additional Director General, Postgraduate Studies SLIDA

Panelists:

- Dr. Upul Dissanayake, Consultant Physician, National Hospital of Sri Lanka
- Dr. S. Herathachchi, Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government
- Dr. S. Herathachchi, Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government
- Dr. S. Herathachchi, Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government
- Dr. S. Herathachchi, Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government

Registration link -
<https://slma.lk/webinar>

06th May 2020
From 10.00am - 11.00am

15th May 2020
11 AM - 01 PM

For more information and a subscription, please contact Mr. Manoj Perera (Associate Consultant, SLIDA) on 0723156755 or manoj@slida.lk.

08. Examinations conducted during 2020

The Examination Division of SLIDA has conducted 14 exams during 2020 where 07 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 01 exams conducted online, with the assistance of the Information Technology Center of SLIDA.

The exams conducted by SLIDA during 2020

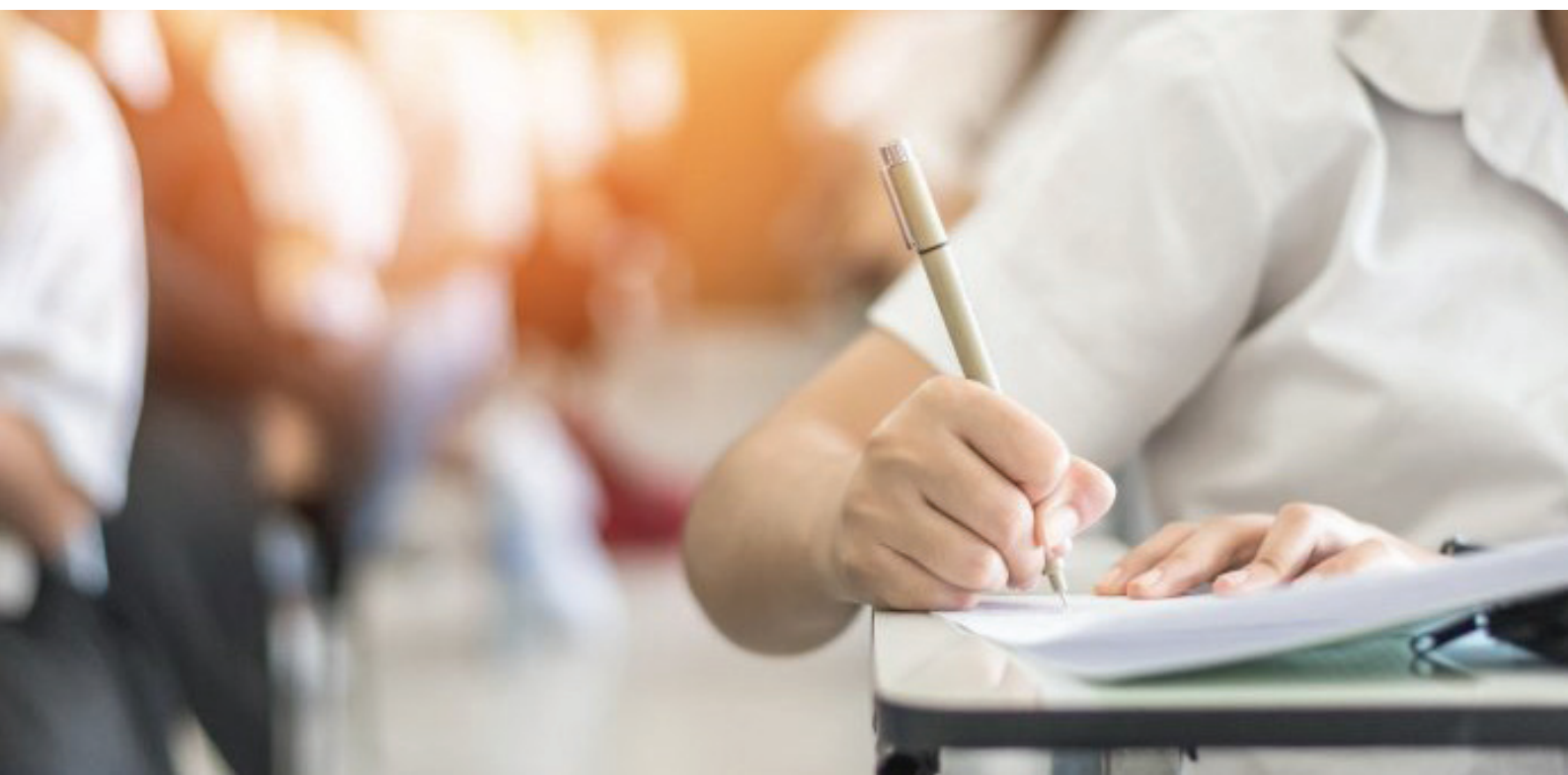
Internal Examinations

S/No.	Department	Exam Name	No of Candidates
1	SLIDA	HN DIPCA Online Examination	87
2	SLIDA	DIPCA 2018/2019 Repeat Examination	02
3	SLIDA	Diploma Examination for SLIDA Certified Drivers	12
4	SLIDA	Diploma Examination for SLIDA Certified KKS	04
5	SLIDA	2019 1 st Intake Level II English Examination	46
6	SLIDA	MPM 2017-2019 Semester (VI) Examination	85
7	SLIDA	MPM 2018-2020 Semester (VI) Examination	75

External Examinations

S/No.	Department	Exam Name	No of Candidates
01	Ministry of Public Administration & Management	EB Examination for Grade III Class 3 – Sri Lanka Information & Communication Technology Service	224
		EB Examination for Grade II Class 3 – Sri Lanka Information & Communication Technology Service	151
		EB Examination for Grade I Class 3 – Sri Lanka Information & Communication Technology Service	21
		EB Examination for Grade II Class 2 – Sri Lanka Information & Communication Technology Service	56
		EB Examination for Grade I Class 2 – Sri Lanka Information & Communication Technology Service	11
		EB Examination for Grade III Class 1 – Sri Lanka Information & Communication Technology Service	13

		EB Examination for Grade II Class 1 – Sri Lanka Information & Communication Technology Service	2
		EB Examination for Grade I Class 1 – Sri Lanka Information & Communication Technology Service	0
02	Department of Government Printing	First Efficiency Bar Examination for the Executive Grade Officers of Assistant Government Printer	2
03	Department of Cultural Affairs	Efficiency Bar Examination for Officers in Grade II of the Sinhala Dictionary Office and the Sinhala Encyclopedia Officer	7
04	Ministry of Defense	1 st EB Examination for Legal Officer	1
05	Ministry of Higher Education, Technology and Innovations	1 st EB Examination for Legal Officer	1
06	Ministry of Post and Shipping	1 st EB Examination for Legal Officer	1
07	Ministry of Public Administration & Management	1 st & 2 nd EB Examinations for officers in All Island Services	994



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. Due to the Covid 19 pandemic, SLIDA restricted its training programmes only for the Induction and capacity building programs. During this year, the Centre conducted seven module programmes for Induction and capacity building programmes. These programmes were conducted using the online technologies. We used Microsoft Team software for conducting online sessions. Most of the lectures were conducted on “Work From Home System (WFH),” following the guidelines issued by Health Authorities. Microsoft Team software was given by Microsoft Company free of charge for the usage of SLIDA.

During the period four Management consultancy assignments and three software related projects were competed and the details are given in tables below.

Induction and capacity building Training Programs conducted during the period Jan - Dec 2020

No	Name of the Programme	No of Days	No of Target Programme	No of conducted Programmes	No of Participants	No of Participant days
1.	Induction Training Programme for Sri Lanka Information and Communication Technology Service Class II- Grade II Open & Limited (Batch 01)	13	03	01	30	390
2.	Induction Training Programme for Sri Lanka Information and Communication Technology Service Class II- Grade II Open & Limited (Batch 02)	01	02	01	29	29
3.	Capacity Development augmenting Programme for Strategic Leaders (SLAS Grade I Officers) - Group C Module on E-Government	02	01	01	38	76

4.	Capacity Development Programme for Augmenting Strategic Leaders (SLAS Grade I Officers) - Group B Module on E-Government	02	01	01	32	64
5.	Capacity Building for SLAS Grade III (2012) - Module on EGovernment & Security - eLearning	05	03	03	135	675
Total		23	10	7	264	1234

Online Examinations conducted during the period Jan - Dec 2020

No.	Examinations	No. of Candidates
1.	eGOVERNMENT & SECURITY Module Examination for SLAS III 2012 CBP Group A on 26.02.2020	40
2.	eGOVERNMENT & SECURITY Module Examination for SLAS III 2012 CBP Group C on 10.11.2020	47
3.	eGOVERNMENT & SECURITY Module Examination for SLAS III 2012 CBP Group B on 19.11.2020	44

Hiring ICT Laboratory for Other Governmental Organizations during the period of Jan - Dec 2020

No.	Name of the programme and the Institute	No. of Days	Received Amount in Rs.
1.	Parliamentary Election 2020 - Training of Election Commission Officers	1	125,000.00
2.	Obtaining Computer Facilities for Election Results Table Training by the Colombo Municipal Election Office	1	49,000.00
3.	Personal file computerization program conducted by the Colombo Municipal Council	1	49,000.00
Total			223,000.00

Management Consultancy Assignment under took during the period of Jan - Dec 2020

No.	Organization	Topic	Period	Value in Rs.
1	Dehiwala Mount-Lavinia Municipal Council	Monitoring and Evaluation of ERP System - Part one	Jan - December 2020	Rs.317,511.25



2	Municipal Council Colombo	Monitoring and Evaluation of ICT Applications and Infrastructure	June to December 2020	Rs. 1,803,378.34
3	Municipal Council Colombo	Beneficiary Information Management System	March to December 2020	Rs. 605,044.44
4	Fertilizer Secretariat Department (Ministry of Agriculture)	Fertilizer Management Database	September to December 2020	No budget and it is a free service

Software system implementation in year 2020 within the Institution

Name of software

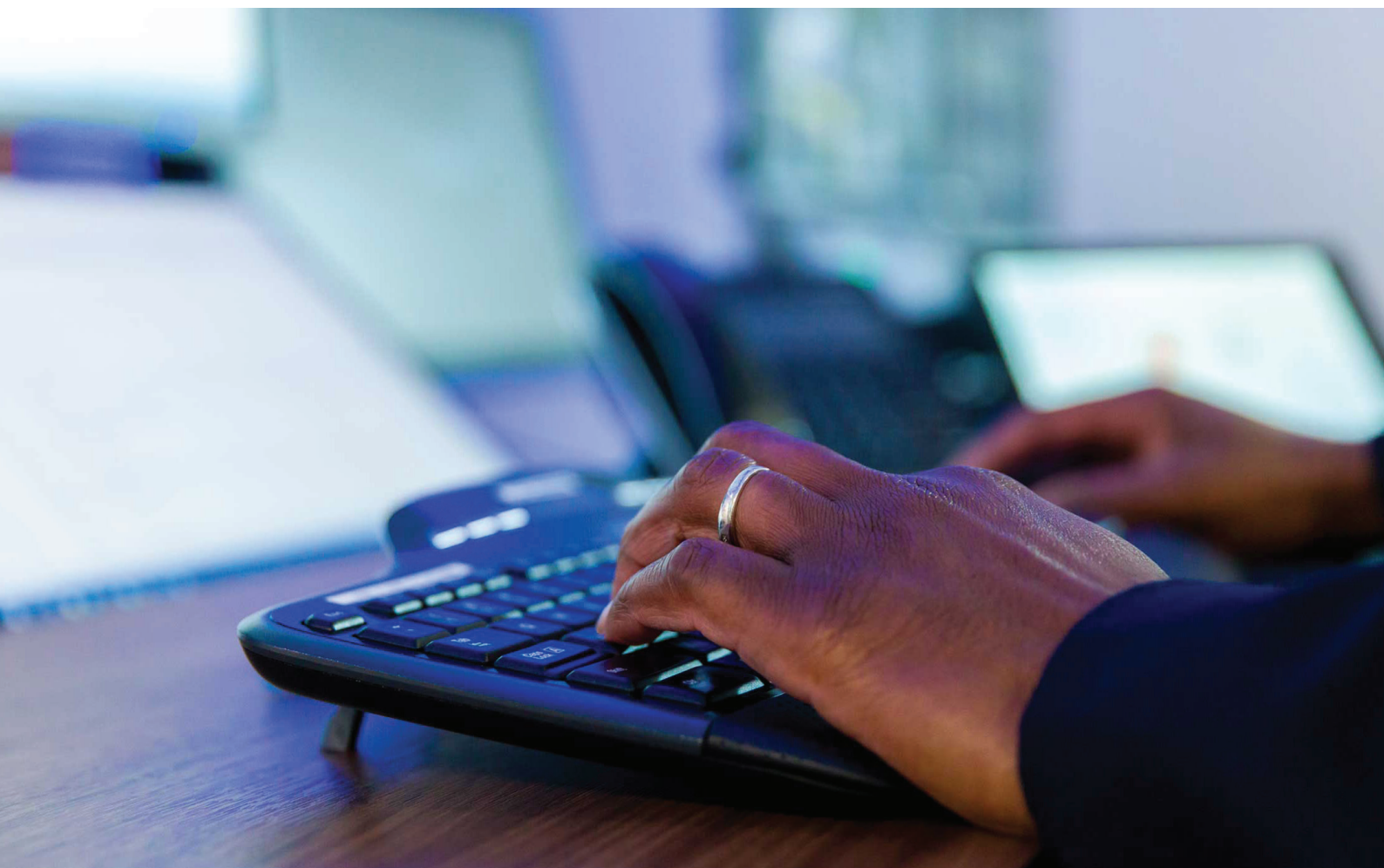
1. Software and Hardware Maintenance System
2. Online Admission Processing System for Efficiency Bar Examination
3. Recruitment Management System for SLIDA Examinations

Class Room Renovations

Renovation of Computer Lab 2 and 3 were completed during this period.

Hardwaer repairs

During this period, twenty five defected NEC desktop machines were repaired by the SLIDA Technical Assitant (IT) without any cost to the SLIDA.



10. Centre for Language Studies

The Center for Language Studies conducted English language courses for more than 200 officers during 2020 as mentioned below.

These courses focused on developing English language proficiency of the public officers who followed them to use English confidently in oral and written communication at their work places. The Speechcraft training program specially trained the participants to develop their public speaking skills in a systematic way. The Certificate Course in English for Employment Purposes and the SLIDA Diploma in English focused on improving all four skills in using English for official communication in a variety of contexts.



CLS Performance in 2020

Name of the Course	Level	No of Participants	Start Date	Duration
SLIDA Diploma in English 2018 2nd Intake	Level III	20	29.12.2018	1 year
SLIDA Diploma in English 2019 1st Intake	Level II & III	44	07.09.2019	1 year
CEEP 2019 1st Intake	Higher	25	16.02.2020	12 days
CEEP 2019 1st Intake	Preliminary	25	16.02.2020	12 days
Speechcraft Training Program for SLSS & SLArS Officers		30	2019.12.27	10 days
Induction Training Program for Statisticians - Department of Statisticians		45	24.08.2020	7 days

11. General Administration

11.1 Cadre Management

11.1.1 Cadre details as at 31.12.2020

	Approved Cadre	Existing Cadre	Vacancies
Senior	47	19	28
Territory	24	12	12
Secondary	54	44	10
Primary	41	29	12
Total	166	104	62

11.2 Human Resource Management

11.2.1. The following positions have been filled on secondment and permanent basis

S/N	Designation	No. of filled positions	Recruited basis
01	Director General (Actg.)	01	Secondment
02	Director (Administration)	01	Secondment
03	Consultant	01	Secondment
04	Management Assistant	03	Secondment

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

S/N	Designation	No. of vacant positions	Reason for the vacancy
01	Director General (Actg.) Additional Director General (Training and Learning)	01	Transfer
02	Administrative Officer	01	Retired
03	Programme Officer	02	Transfer / Retired
04	Finance Officer	01	Retired
05	Management Assistant	02	Transfer
06	Office Aide	02	Retired / Resign

11.3. Logistic Management

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

No.	Type of Procurement	Total estimated cost for the project- (Rs.Mn)	Actual Paid Amount Rs.
Rehabilitation and Improvement of Capital Assets			
Building and Structures			
1	Renovation work of Quarters Block at Ground Floor (G-B)	0.94	939,644.70
2	Balance Work of Renovation of IT Lab (Lab 2)	1.26	1,257,647.10
3	Balance work of Renovation of IT Lab (Lab 3)	1.19	1,184,414.44
4	Fabricating & Fixing of Pantry Cupboard for DG's Office	0.22	211,356.00
5	Renovation of drainage system at Nuwaraeliya Circute Bungalow	0.33	439,983.00
6	Renovation of Hostel Doors	0.03	24,873.01
Acquisition of Capital Assets			
Acquisition of Plant Machinery and Equipment			
7	Purchase of External Hard Disk 5 Nos.		64,500.00
8	Purchase of SSD Hard	0.09	11,000.00
9	Purchase of Computer Prnters (01 No..)		29,950.00
Acquisition of Office Equipment			
10	Supply & Installation of CCTV Camera		1,594,780.00
11	Purchase of Book Scanner Machine (01 No.)	1.68	79,000.00
12	Purchase of Display Telephone		4,990.00
Acquisition of Electrical Equipment			
13	Purchase of AC Machine for SPS (01 No.)		121,500.00
14	Purchase of AC Machine for Server Room (01 No.)	0,27	316,656.00
15	Purchase of Ceiling Fans (10 Nos.) & Pedestal Fans (05 Nos.)		139,141.80
Acquisition of Software			
16	Supply & Installation of Anti Virus Solution	0.80	400,000.00
Others			
17	Purchase of books & e- materials	0.15	125,009.95

18	Purchase of Speaker		3,500.00
19	Purchase of Brush Cutter Machine		15,500.00
20	Purchase of Tea warmer		56,090.00
21	Purchase of Ladder		10,500.00
22	Purchase of Cold Water Basin		86,138.64
23	Purchase of Heavy Duty Stapler Machine		4,750.00
24	Purchase of Webcam (02 Nos)	0,19	3,802.50
25	Purchase of Water Hose Set for Garden		5,800.00
26	Purchase of Water Hose Set for Nuwaraeliya Circuit Bun.		3,500.00
27	Purchase of Foot Operated Sink - 02 Nos.		21,600.00
28	Purchase of VGA Card		2,200.00
	Total Amount		7,157,827.14



12. Dr. H.S Wanasinghe Library - Sri Lanka Institute of Development Administration Library and information services

The Sri Lanka Institute of Development Administration Library also assists in meeting the information needs of public / private sector executives who participate in the training of its staff. The Library of the Institute of Development Administration of Sri Lanka is equipped with a wide range of new books related to the academic fields related to public administration and management, especially to meet the academic needs of its users.

The Institute of Development Administration of Sri Lanka is engaged in introducing new training courses, updating existing courses and implementing counseling and research activities and this library facilitates the acquisition of necessary information.

Subject areas covered

Government Policy, Good Governance, Personality Development Economic Development and Planning, Environmental Management, Performance Development, Productivity, Project Management, Human Resource Management, Globalization, Privatization, E-Governance and E-Business Sustainable Development Services provided by the library

The library of the Institute of Development Administration of Sri Lanka is open for bibliographic activities from Monday to Saturday. 7.30 pm Open until 7.30 p.m. The library is closed on Sundays and public holidays. Assisting in teaching, learning and research activities Sri Lanka. Information about the library can be found through the online database, using tools such as library directories and pilot labels, as well as library staff assistance.

In addition, facilities for personal study, laptops, e-printing services, and library users are provided. Books and periodicals not available in the library of the Institute of Development Administration of Sri Lanka are obtained from other libraries through the Library Interchange. Surveillance cameras are installed to maintain the required level of security of information resources Printing is carried out with quality and efficiency using digital technology. Bibliographic information is incorporated into a database compiled using the COHA software to automate library activities.

Library users with membership

Due to the Covid 19 pandemic in the country from March 2020, the institute's courses were also restricted and library usage was restricted. The library was open only to the staff of the institute and the information requirements of the external users were scanned and provided by e-mail as per their requests. 2020 will have 242 users. Obtained a library membership and the details are as follows.

Serial No.	Course Head	Quantity
1.	Master of Public Management Degree Course	03
2.	Advanced Diploma in Procurement Process	96*
3.	Diploma in Office Management	31
4.	Staff of the Institute of Development Administration of Sri Lanka	112**
Total		242

* This course has been conducted online since April and the membership licenses could not be issued as the trainees did not attend the institute.



** New electronic library membership licenses were prepared for the staff of the institute.

Without membership Library usage

Without membership Library usage was also minimum, as it was limited to short-term courses this year.

Acquisition of library information resources.

Books

The number of books received as donations is as follows

- As a sponsor - 64
- Special Donations - 12

The total cost of acquiring the library's information resources in 2020 is as follows.

purchased material	Cost
Books	152,943.30
Periodicals (Local)	1,800.00
Periodicals (Overseas)	24,084.00
Newspapers	166,970.00
Total	345,797.00

In November this year, the Library Book Survey was conducted by the Administration Division of the Institute.



13. Special Events of SLIDA in year 2020

i. Hedana Ratak Wedena Gasak” – 01st January 2020

Based on the theme of “Hedana Ratak Wedena Gasak” National Tree Planting Campaign – SLIDA Director General and staff planted several valuable trees and orchard trees in the SLIDA garden on 1st January 2020 at 9.49 a.m. The event is organized by Mr. K. R. Gangadhara, Senior Consultant, Director (Admin), Y. Aniruthanan, Addl. Director General (Admin & Finance), Mr. Prasad Piyasena, Mr. Sudath Alwis with SLIDA Green Team.




ii. Public Lecture

The School of Postgraduate Studies (SPS) of the Sri Lanka Institute of Development Administration (SLIDA) held a Public Lecture on the “Administrative Decision Making – Human Right Perspective” at the SLIDA auditorium on the 16th of January 2020. This was the 1st lecture of a series of lectures planned to be held during the year 2020 by the SPS. The lecturer was Dr. Prathibha Mahanamahewa, Professor of Law, Dean Law, Faculty of Law, University of Technology Jamaica, West Indies.




iii. Guest lecture on “Private sector best practices: Lessons for public sector.”

The School of Postgraduate Studies (SPS) has organized a Public Lecture on the “Private sector best practices : Lessons for public sector” – at Sankathani hall on the 13th of February 2020. This is the 2nd lecture of a series of lectures planned to be held during the year 2020 by the SPS. The lecture will be conducted by Mr. Thilak Piyadigama, CEO, SDB bank.



SLIDA "Learning Confers Discipline"
SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION

"Private sector best practices: Lessons for public sector."



Mr. Thilak Piyadigama
Chief Executive Officer
SDB bank

Moderator: Dr. S.R.S.N. Sudasinghe,
Actg. Additional Director General,
(Postgraduate Studies).

Venue : "Sankathani"
Date : 13th February 2020
Time : 3.00 pm - 4.00 pm

School of Postgraduate Studies



iv. Sri Lanka Planning Service Officers receive their New Appointments

Newly recruited seventy five officers of the Sri Lanka Planning Service who completed their Induction Training Programme at SLIDA received their appointment letters from the Minister of Public Administration , Home Affairs, Provincial Councils and Local Government Hon. Janaka Bandara Thennakoon on 7th February 2020. The ceremony was held at "Sanhinda", SLIDA Auditorium from 11.00 am onwards. Secretary of the Ministry Mr. S. Hettiarachchi, Addl. Secretaries, Director General, SLIDA and faculty members attended the occasion.

The Induction Training Programme which constituted 17 modules lasted for 06 ½ months including a field attachment for a period of one month at Ministerial, Provincial, District & Divisional levels and Out Bound Training.

Mr. S. Hettiarachchi, the Secretary to the Ministry at his address emphasized that all the development work of the country will be entrusted to the planning officers and as such they should be responsible for utilizing the public funds for the welfare of the general public. Further, he stated that attention should be paid for the sustainability of the development projects. The Director General (Actg.) of SLIDA Mrs. K.M.S.D. Jayasekara and Mrs. Neranjala Jayasundara, Senior Consultant who was the overall Coordinator of the Induction Training Programme also addressed the gathering





v. Webinar on Role of Public Sector Managers during Covid-19 Pandemic

The School of Postgraduate Studies (SPS) has organized a webinar on "Role of Public Sector Managers during Covid-19 Pandemic" on the 06th May 2020. This is the 3rd of the series of awareness programmes planned to be held during the year 2020 by the SPS. The webinar was moderated by the Dr. Sepalika Sudasinghe, Act. Additional Director General for Postgraduate Studies.



WEBINAR ON ROLE OF PUBLIC SECTOR MANAGERS DURING COVID-19 PANDEMIC

School of Postgraduate Studies-SLIDA
Public Seminar Series

Target Group:

- Senior officers of the Ministry of Public Administration, Home Affairs,
- Provincial Councils and Local Government,
- Participants of the Master in Public Management Programme- School of Postgraduate Studies.

Content:

- Remote Working Practices.
- Continuous Learning and Development in Remote Working.
- Occupational Health & Safety Measures.
 - Employee Performance Monitoring in Remote Working.
 - Remuneration, Rewards and Recognition for Performance.
 - Two-way Communication Process.
 - Employee Grievance Handling Procedure.
 - Leadership and Motivation

Objectives:

- To make aware public sector managers in handling human resources in an effective way during Covid-19 Pandemic.
- To help public sector managers to initiate WFH concept of the government successfully
- To discuss on how to redesign methods of work, capacity building, communicating and place of work during this period.

Expert Panel:



Convener: Mr. S. Hettiarachchi; Secretary Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government.



Moderator: Dr. Sepalika Sudasinghe Ph.D. in Development Administration; Act. Additional Director General (Postgraduate Studies) SLIDA

Panelists:



Mr. Shari Moovini, Global President, International Association of Coaching (IAC), Malaysia



(Retired) General Dujee, Retiree of the Sri Lanka Police Authority



Mrs. Kanthi Sanyasik, Director Asia Pacific Management Institute APMI



Dr. Shanmugi Retired, Sri Lanka Technological Campus (SLTC)

06th May 2020
From
10.00am - 11.00am

For more information and a subscription, please contact Mr. Manoj Perera (Associate Consultant, SLIDA) on 0723156795 or manoj@slida.lk.



vi. Uninterrupted Service Provision during the Pandemic Era

SLIDA has taken several steps to assist the actions of the Government to protect the people until the COVID 19 Pandemic is eradicated, as well as developing the capacity of the Public Service during the period.

- At the very inception, SLIDA allocated the entire hostel complex, for the use of the Medical Officers who devote their time in the Government hospitals for life serving activities during the period.
- All the Staff of SLIDA donated one day salary to the fund raised by HE the Present for the National Activity on protecting the people from the Pandemic.
- SLIDA also started its activities on training Government Officials, ensuring that all the guide lines issued by the Ministry of Health are followed very strictly. Before starting the activities, SLIDA has followed all the procedures of Quarantine process with the support of the Colombo Municipal Council.
- At the beginning, all the Faculty and the Management staff were working online, until the Hostel premises were vacated by the Medical Officers. Afterwards, SLIDA started to attend 50% of the Office were attending two days a week, namely on Tues days and Thursdays. As the situation was controlled to a considerable situation, we started to open SLIDA, for four days a week and the employees were allowed to select the day, working without coming to the office, after discussing with the colleagues as well as the supervisors.
- During this period SLIDA initiated to conduct a webinar Series aiming to encourage the Higher Level Officers, such as District Secretaries and Divisional Secretaries, who are providing their valuable service in the field for the betterment of the people affected by the situation.
- Accordingly SLIDA has prepared a set of Guide Lines for the Coordinators as well as the Resource Personals on this series. The following are the areas suggested to make them aware by the Webinar series.
 - Entrepreneurial Resilience for Business Continuity.
 - Risk Management: A Path way to Success of Divisional Level Small Entrepreneurships
 - Result Based Planning; Role of the Officers of the Officers of the Divisional Secretariats.
 - Promotion of Social Distancing through Digital Transformation for the data Driven Decision Making; A Provision for SMART Government in Sri Lanka.
 - Continuing Business in a Disaster Situation
 - Maintaining Financial Discipline during Covid -19 – Public service Delivery.
 - Role of Public Service Manager during Covid-19 Pandemic. Apart from the above programs, School of Post Graduate Studies of SLIDA started the Master of Public Management program on line by using three methods of delivering as follows
 - * E Learning Mode
 - * Microsoft team
 - * Voiced Power Point Presentations and take home assignments by using blended learning mode.
- General Staff of SLIDA, was provided with the opportunity of obtaining an awareness on the following areas during the period.
 - * Communication Skills & Public Relations
 - * Basic needs of handling class room equipments
 - * File Handling and Maintaining
 - * Basic Financial Regulations
 - * Letter writing, Memo, email writing
 - * Basic Productivity
 - * IT Applications
 - * Public Procurement

- * Store Management and Inventory Management
 - * Language Skills
 - * Health and Nutrition/ Stress release / Life Balancing /Dining Etiquettes.
- SLIDA conducted a Orientation Training Program for 53 Administrative Grade Grama Niladaris as a residential program for six days. Following were the main areas covered in the program as these subjects have been identified as very vital for their day to day functions.
 - * Leadership and Motivation
 - * Collaborative participation in delivering national policies and programs at Divisional level
 - * Basic Automation applications
 - * Focus of the Government for Citizen Centric Administration
 - * Positive Approach
 - * Basic Official Functions
 - * Disciplinary Management in the Public sector
 - * Financial regulations
 - SLIDA Faculty and the Management got together and developed new Modules and Curriculum for the Capacity Building programs of the All Island Services , based on the SLIDA 4D Modules, namely Design, Develop, Drive and Deliver. For the officers belong to the levels of Grade iii, Grade I and the Special Grade. Most of the programs will be delivered online, rather than summoning them to Colombo, maintaining the Social Distancing concept introduced during the pandemic situation.
 - At the same time, SLIDA also has not forgotten its Social responsibilities and taken action to assist the staff of the cleaning service by a voluntary contribution to a fund by all the staff members, as they were unemployed during the period SLIDA was not functioning.

SLIDA started to maintain its green environment, even though its main attention is drawn to adhere to the Health Guidelines strictly, to control the spread of Covid -19 in our mother land.





vii. Post of Director General SLIDA

Mrs. K.M.S D. Jayasekara, a Special Grade officer of Sri Lanka Administrative Service, who was the Acting Director General SLIDA has been appointed as the Secretary to the State Ministry of Women and Child Development, Pre School and Primary Education, School Infrastructure and Educational Service with effect from 25th August 2020 by HE the President Ghotabhaya Rajapaksha.

The Additional Secretary of the Ministry of Public Service, Provincial Councils and Local Government, Mrs Pradeepa Serasinghe Special Grade Officer of Sri Lanka Administrative Service has been appointed on acting basis to the vacant post of Director General SLIDA. SLIDA conveys best wishes and congratulations to both the officers.



viii. Guest lecture on “A Culture of Working for the Country”

The School of Postgraduate Studies (SPS) has organized a Public Lecture on “A Culture of Working for the Country” – at Sankathani hall on the 3rd and 5th of September 2020. This is the 4th lecture of a series of lectures planned to be held during the year 2020 by the SPS. The lecture was conducted by Prof.(Dr.).DA.C.Silva, University of Colombo.



MPM 2019-2021
Master of Public Management

Guest Lecture @ Sankathani
03rd & 05th Sept. 2020, 11.00 am

A Culture of “Working for the Country”
Prof.(Dr.).DA.C.Silva

School of Postgraduate Studies (SPS)

ix. SLIDA joins “Suwa Dharani” National Programme to plant Herbal Medicine Plants at SLIDA Green Garden

To coincide with the “Herbal Medicine Day” in parallel with the “Suwa Dharani” National Programme of the Ministry of Health, Nutrition & Indigenous Medicine Practices, SLIDA launched planting of herbal plants in the SLIDA green garden on 17th September 2020.

The SLIDA Director General (Actg) Mrs. Pradeepa Serasinghe, accompanied with academic staff and management staff participated the event. They planted Hibiscus species and Ginger Rhizomes which having great medicinal value. The event was organized by the Administration Division of SLIDA.

The event is relating to His Excellency the President’s “Saubhagya Dekma” Policy Statement which advocates urban greenness and planting of Herbal Species.



14. Report of the Audit Committee

The Audit Committee, currently consisting of three members, in terms of the provisions in Para 7.4.1. of the Circular PED/12 assists the governing council in its affairs to ensure the integrity of the institution, timely compiled quality financial statements complying with Accounting Standards, financial reporting process, with adequate internal controls and risk management.

Audit and Management Committee Composition and Meetings

The members of the Audit Committee appointed by the Governing Council for year 2020 are as follows:

- Mr. P. Algama Deputy Secretary to the Treasury, Ministry of Finance
- Mr. Sumith Abeysinghe Governing Council Member, SLIDA
- Mr. Kaushal Mendis Governing Council Member, SLIDA
- Mr. R.G. Panditha Koralage Governing Council Member, SLIDA

Internal Auditor functioned as the Secretary to the committee for the year-ended 31 December 2020. During the year, two Audit and Management Committee meetings (AMC) were held. Audit and Management Committee meetings were not held as scheduled due to the government changes and delays of nominating AMC members. AMC members were appointed on 10.09.2020 at the Governing Council meeting. After appointment of AMC members 03rd quarter and 4th quarter AMC meetings were held. Key agenda items discussed by the audit committee during 2020 included as follows.

Meeting No. and Date	Items discussed
2020/01 - 27.10.2020	<ul style="list-style-type: none">• SLIDA Budget 2021• SLIDA Procurement Plan 2021• Status of the Statutory Obligations• 2018/2019 External Audit queries and answers
2020/02 - 15.12.2020	<ul style="list-style-type: none">• Internal Audit Plan 2021• 2018/2019/2020 Internal audit reports and focused issues

A representative from the Auditor General's Department Ms. M.R.R.K. Mallawa Superintendent of Audit participated as an observer. In addition the Chief Internal Auditor of the Ministry of Public Administration and Management also participated as an observer to the SLIDA Audit and Management Committee Meeting. Director General, and senior management were from time to time invited in order to brief the Audit Committee in specific matters.

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 2020. 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. Algama

Chairman
Audit and Management Committee







Report of the Auditor General



Sri Lanka Institute of Development
Administration
2020

Director General
Institution of Development Administration of Sri Lanka

Report of the Auditor General in terms of Section 12 of the National Audit Act No. 19 of 2018 on the Financial Statements and other Legal and Regulatory Requirements of the Institute of Development Administration of Sri Lanka for the year ending 31st December 2020.

1. Financial Statements

1.1. Qualified Opinion

Sri Lanka Institute of Development Administration's Financial Status Declaration and Financial Statement for the year ending 31st December 2020, Declaration of Net Asset Change and Cash Flow Statement for the year ending thereafter, and Notes Relating to Financial Statements, Summary Financial Accounts for the Final Year as at 31st December 2020 with important accounting policies were audited under my direction in accordance with the provisions of the National Audit Act No. 19 of 2018 and the Finance Act No. 38 of 1971 read in conjunction with Article 154 (1) of the Constitution of the Democratic Socialist Republic of Sri Lanka. My report will be tabled in Parliament in due course in accordance with Article 154 (6) of the Constitution.

In addition to the impact of the facts described in the base section on the qualified opinion of my report, I am of the opinion that through the financial statements of the institution, the financial position as at 31st December 2020 and its financial activity and cash flow for the year ending on that day are in a fair and equitable condition in accordance with the financial position and financial performance of Sri Lanka Public Sector Accounting Standards.

1.2. The basis for the qualified opinion

- (a) Although assets and liabilities should not be offset except as required or permitted under Sri Lanka Public Sector Accounting Standards No. 01, a balance of Rs.2,767,628 due for the capacity building program was shown in the financial statements offset by the balance due for the program.
- (b) 1,644,344 incurred on the work carried out during the previous year was mentioned in the Cash Flow Statement as Expenditure for the year under review and the fully depreciated

expenditure was Rs. 1,644,344 and the transfer of assets amounting to Rs. 5,815,051 to the Sri Lanka Army was also cited as an outflow of cash.

- (c) Though it had been completely depreciated, the effective lifetime of fixed assets of Rs. 171,405,969 currently in use had not been revaluated in terms of Public Sector Accounting Standards No. 03 and had not been shown in the financial statements.
- (d) Although a generator which was not in use is already in use and the value of the machine had not been assessed and action had not been taken to display it in the financial statements while Rs. Antivirus software purchased for Rs. 400,000 had not been capitalized and had been written off as revenue as a surcharge during the year under review.
- (e) Since the amount of Rs. 530,532 to be paid for the repair of the generator was not accounted for as accrued expenses, the surplus for the year under review was higher than that figure in the financial statements.
- (f) An outstanding balance of Rs. 416,000 for the Diploma in Management Assistant Program received in the year 2014 was stated in the accounts without settlement. Furthermore, although the balance of Rs 7,610,160 is mentioned in the financial statements as a balance due from the Ministry for over 05 years, the Ministry reports do not confirm that such a balance is payable. No action had been taken to follow up on that.
- (g) An amount of Rs. 12,673,661 was due as Postgraduate course fees and English program fees from 147 persons, including the majority of government officials, for a period of 01 to 05 years. The recovery of this amount has become uncertain as the applicants have dropped out without completing the courses.

I conducted the audit in accordance with the Sri Lanka Audit Standards (SLTB). My responsibility under these audit standards is further elaborated in the Audit Liability for Financial Publications audit in this report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

1.3 Other information contained in the 2020 Annual Report of the Institute

Although included in the 2020 Annual Report I obtained prior to the date of this audit report, the other information means the financial Statements and Information not included in my audit report. Management is responsible for this other information.



My opinion on financial statements does not cover any other information and I do not express any kind of assurance or opinion about it.

If I conclude that this other information is quantitatively incorrect, based on the other information I received prior to the date of this audit report and the work I have done, I need to report that fact. I have nothing to report in this regard.

1.4 Responsibilities of the management and controlling parties on financial statements

It is the responsibility of the management to prepare and present these financial statements in accordance with the accounting standards of the public sector of Sri Lanka and to determine the internal controls required to enable the preparation of financial statements without quantitative misrepresentations due to fraud or errors.

In preparing financial statements, it is the responsibility of management to determine the continued viability of the organization, and it is a liability of management to keep accounts on a sustainable basis and to disclose matters relating to the continued existence of the organization unless management decides to liquidate or discontinue operations when there is no other option.

The auditing responsibility for the financial reporting process of the organization is borne by the controlling parties.

Sub-section 16 (1) of the National Audit Act No. 19 of 2018 shall maintain proper books and records on its own income, expenditure, assets and liabilities so as to be able to prepare the annual and current financial statements of the institution.

1.5 Auditor Responsibility for Financial Statements Audit

My aim is to provide a fair confirmation that there are no quantitative misrepresentations due to financial statements, frauds and errors as a whole and to issue an audit report that includes my opinion. While fair certification is a high level of certification, auditing in accordance with Sri Lanka Audit Standards does not always guarantee that quantitative misrepresentations will be detected. Fraud and error can result in quantitative misrepresentations due to individual or collective impact, and its adequacy depends on the impact on the economic decisions made by users based on these financial statements.

As part of the audit in accordance with the Sri Lanka Audit Standards, I acted with professional judgment and professional skepticism during the audit. Further, by me

- appropriate audit procedures were designed and implemented from time to time to identify and assess the risk of quantitative misrepresentations in financial statements due to fraud or errors in providing a basis for a published audit opinion. The effects of fraud are far greater than the effects of quantitative misrepresentations as they occur due to reasons such as conspiracy, forgery, deliberate evasion, misrepresentation, or evasion of internal controls.
- though not intended to express an opinion on the effectiveness of internal control, an understanding of internal control was gained in order to design appropriate audit procedures from time to time.
- relevance of accounting policies used, fairness of accounting estimates and related disclosures made by management were evaluated.
- The relevance of using the organization's continuity basis for accounting was determined based on the audit evidence obtained as to whether there was quantitative uncertainty about the organization's continuity due to events or circumstances. If I conclude that there is sufficient uncertainty, my audit report should focus on the disclosures made in the financial statements, and if those disclosures are not sufficient, my opinion should be modified. However, continued existence may end in future events or circumstances.
- the appropriate and reasonable inclusion of transactions and events underlying the structure and content of the financial statements and the overall presentation of the financial statements, including disclosures, were appreciated.
- I will inform the controlling parties of the important audit findings identified during my audit, key internal controlling weaknesses and other issues.

2. Report on other legal and regulatory requirements

2.1 The National Audit Act No. 19 of 2018 contains special provisions regarding the following requirements

2.1.1 In accordance with the requirements of Section 12 (a) of the National Audit Act No. 19 of 2018, I obtained all the information and explanations required for the audit and, as my examination shows, the proper financial reporting institution was maintained.



2.1.2 According to the requirement mentioned in Section 6 (1) (d) (iii) of the National Audit Act No. 19 of 2018, the financial statements of the institution correspond to the previous year.

2.1.3 The recommendations made by me during the last year as per the requirement mentioned in Section 6 (i) (d) (iv) of the National Audit Act No. 19 of 2018 are included in the financial statements submitted.

2.2 In limiting to quantitative factors, and based on the action taken and the evidence obtained, nothing caught my attention enough to make the following statements.

2.2.1 According to the requirement of Section 12 (d) of the National Audit Act No. 19 of 2018, a member of the Board of Directors of the Institution may be directly or indirectly involved in any Agreement in connection with the institution outside of normal business status.

2.2.2 In accordance with the requirement of Section 12 (f) of the National Audit Act No. 19 of 2018, has acted upon inconsistently with any applicable written law or other general or special directives issued by the Board of Directors of the Institution except the following observations.

**Reference to Laws, Rules
and Regulations**

Observation

(a)
Section 10 (05) of the Finance Act No. 38 of 1971

The net income remaining after the appropriation was to be returned to the Consolidated Fund, but the institution had not complied with it.

(b)
In the Democratic Socialist Republic of Sri Lanka
Code of Financial Regulations:
Financial Regulation 757 (2)

Item survey reports were not submitted along with the financial statements submitted for the year under review.

(c)
Government Business Circular No. PED / 12
dated 02nd June 2003
(i) Section 5.1.1

Although a compact plan was to be prepared for the next three years, no such plan had been prepared.

- (ii) Section 8.3.3 Although the incentive procedure had to be prepared and the approval of the Treasury had to be obtained, Rs. 3,202,850 had been paid to the staff of the institution during the year under review without obtaining such approval.
- (d) Treasury Circular No. 842 dated 19th December 1978 A fixed asset register had not been maintained as per the circular.
- (e) Paragraph 05 of Public Finance Circular No. 438 dated November 13, 2009 Items recommended for sale or disposal by the Annual Commodity Survey Boards in 2018 and 2019 remained in storage without clearance until the date of the audit.

2.2.3 That the powers, functions and duties of the institution have not been complied with as required by Section 12 (g) of the National Audit Act No. 19 of 2018

2.2.4 Failure to procure and utilize the resources of the institution in a frugal, efficient and effective manner as per the requirement mentioned in Section 12 (h) of the National Audit Act No. 19 of 2018

3. Other facts

- (a) As per the decision of the Cabinet of Ministers dated 19th April 2013 No. CAPA / 13/0237/523/001, 50% Secondary Allowance had been paid to the Secondary Education Staff. In order to pay the allowance, it was decided at the Committee on Public Enterprises dated November 14, 2014 that the minimum number of lectures per month should reach the limit of 45 hours. But contrary to that decision, from July 2015 to December 31, 2020, Rs. 9,389,325 had not been recovered from the lecturers who had not covered the minimum number of lecture hours.
- (b) The postgraduate course for the period 2008-2010 was held in 2014 and completed with the graduation ceremony. However, Rs. 1,432,463 had been paid to the staff for the preparation and submission of a report for this degree course during the year under review without formal approval. Although the payment was made with the approval of the Planning and Delivery Committee, it was not included in the "Rules relating to external services" approved by the Treasury for approval by the Planning and Delivery Committee.



- (c) In the year 2018, the Sandarani Research Center had been upgraded spending a cost Rs. 3,443,672 and the purpose of establishing the center had not been achieved due to the fact that the center and the electronic equipment were not used as a research center but was used for training activities of the institution.
- (d) A fuel tank with a capacity of 10,000 liters has been installed to store the fuel required for the generator and this amount was stored due to the need to obtain 6000 liters at a time when obtaining fuel from the Corporation. It was observed that there were still 2784 liters of fuel left in the stock and it was observed that it would be sufficient for more than 10 years according to the annual average combustion and at present this stock was unusable.
- (e) It was observed that 05 official residences owned by the institution are inactive without being used.
- (f) Although approval was given to amend the Act establishing the Institute as per the Cabinet Decision No. 13/0150/523/005 dated 07th February 2013, 7 years have passed since that decision was taken but no action has been taken in this regard.

W.P.C. Wickramaratne

Auditor General





රාජ්‍ය පරිපාලන හා කළමනාකරණය පිළිබඳ දැනුම හා කුසලතා වර්ධනය කිරීම සඳහා ශ්‍රී ලංකාවේ ප්‍රමුඛතම රාජ්‍ය අංශයේ පුහුණු ආයතනයයි. කළමනාකරණ පුහුණුවලට අමතරව කළමනාකරණ උපදේශන සේවා සැපයීම හා පර්යේෂණ කළමනාකරණයට අදාළ සේවා සැපයීම මෙන්ම ආයතනික කළමනාකරණ ක්‍රමවේදයන් සමාලෝචනය හා වැඩිදියුණු කිරීම ද මෙම ආයතනයේ කාර්යකාරයට අයත් වේ. මෙය 1982 අංක 09 දරණ පාර්ලිමේන්තු පනත යටතේ පිහිටුවනු ලැබූ ආයතනයකි.

என்பது, பொது நிர்வாகம் மற்றும் முகாமைத்துவத்தில் அறிவை மேம்படுத்துவதற்கும் திறன்களை மேம்படுத்துவதற்கும், இலங்கையின் முதன்மையான பொதுத்துறை பயிற்சி நிறுவனமாகும். முகாமைத்துவ பயிற்சி நடவடிக்கைகளுக்கு மேலதிகமாக, ஞாடுஐனுயு ஆனது முகாமைத்துவ ஆலோசனை சேவைகள் மற்றும் முகாமைத்துவத்தின் அடையாளம் காணக்கூடிய செயற்பாட்டுப் பகுதிகளை அபிவிருத்தி செய்வதற்கும் நிறுவன அமைப்புகளை மீளாய்வு செய்வதற்கும் மேம்படுத்துவதற்கும் மேற்கொள்ளும்.

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