



Annual Performance Report for the year 2021

Department of Social Services

Expenditure Head No. - 216

Department of Social Services

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Chapter 01

Institutional profile/ Executive summary

1.1 Introduction

The Department of Social Service was established on 1st of February, 1948 in accordance with the recommendations made by the Sir Ivor Jennings-headed Social Service Commission appointed in 1944, and currently, the Department of Social Services performs its functions under the State Ministry of Primary Health Care, Epidemics and COVID Disease Control, to which the subject of social services is assigned.

The Department of Social Services carries out its distinctive tasks with a view to creating a more congenial environment for the marginalized and disadvantaged communities of the country. In 2021, pursuing the mission of the Department, a variety of programmes identified in line with the allocations received for the year have been implemented in a planned manner from grassroots level to the national level. This report presents all details related to the activities thus carried out by the Department of Social Services in the year 2021.

Especially, many programmes are implemented for the persons with disabilities community with a view to ensuring their socio-economic well-being and making them partners of the development of the country. The vocational training centers, one such programme of the Department, render an unmatched service by providing vocational training for the youth with disabilities. Particularly, the Department has achieved a significant progress in the welfare programmes implemented for the youth with disabilities.

With the objective of catering for the needs of the persons with disabilities community, the Community Based Rehabilitation (CBR) programme operates at divisional and district levels in a systematic manner, adopting appropriate methods. As a new feature of this programme, special projects are implemented at district and divisional level, and creating market opportunities under a new brand name for the products of the community of the persons with disabilities is a salient project being implemented under this initiative.

This Department performs a specific function towards the welfare of the children with disabilities, through the Child Guidance Center at Nawinna which is operated by the Department to make early intervention in the early childhood itself to minimize physical and mental problems suffered by children and provide necessary services and facilities.

Rehabilitation of drug addicts is one of the major programmes implemented by the Department of Social Services. Carrying out residential rehabilitation as well as socialization of drug addicts and drug-prevention programmes at local level under the programme, the Department makes an enormous contribution towards rehabilitation of the child and the youth communities towards ensuring the well-being of the future generation of the country.

Several programmes are also implemented for the economic, social as well as cultural enhancement of the target community. Sith Ru national arts festival, “Swabhimani” Awards Ceremony for appreciation of the Self Help Organizations of Persons with Disabilities, Swashakthi Abhimani national programme, national amateur sports festival of the persons with disabilities, International White Cane Safety Day celebration, and Bakmaha Ulela of the children with disabilities are prominent among them. It is expected through these programmes to improve abilities and skills of the community of persons with disabilities living throughout the country and enhance mutual cordiality, understanding and reliability among the vocational trainees and their parents, the staff and other members.

Further, with a view to achieving the success of all development programmes in line the mission of the Department, all field officers attached to the divisional and district secretariats, officers attached to hospitals, officers attached to the institutions under the Department and the officers of the headquarters are directed to local and foreign workshops, seminars and training courses for the purpose of improvement of efficiency, motivation for service and productivity of them.

Quarantine curfew was imposed from time to time in the year 2021 as well in the face of the COVID 19 global epidemic. Even after the curfew was lifted, duties had to be carried out with a minimum staff. Under this situation, implementation of programs and projects with gatherings of people was also limited as per the guidelines set by the health authorities. Thus, carrying out of the national level programs organized and conducted annually by the department was hampered.

Despite these obstacles, it was possible to achieve high performance through all welfare programs and projects implemented during the year 2021, and this report contains information related to such programmes and overall financial performance under the expenditure Head No. 216.

1.2 Vision, Mission and Objectives of the Institution

Vision

“To be the forerunner of creating a secured Sri Lanka where the rights and equality of marginalized and disadvantaged community is fully safeguarded, by 2030”

Mission

“To achieve the expected results by conducting research, formulating policies and implementing programmes in an efficient, expeditious and effective manner, adopting innovative approaches through inter-institutional co-ordination and professional intervention, for integrating the target community into society through protection of their rights and empowerment of them”

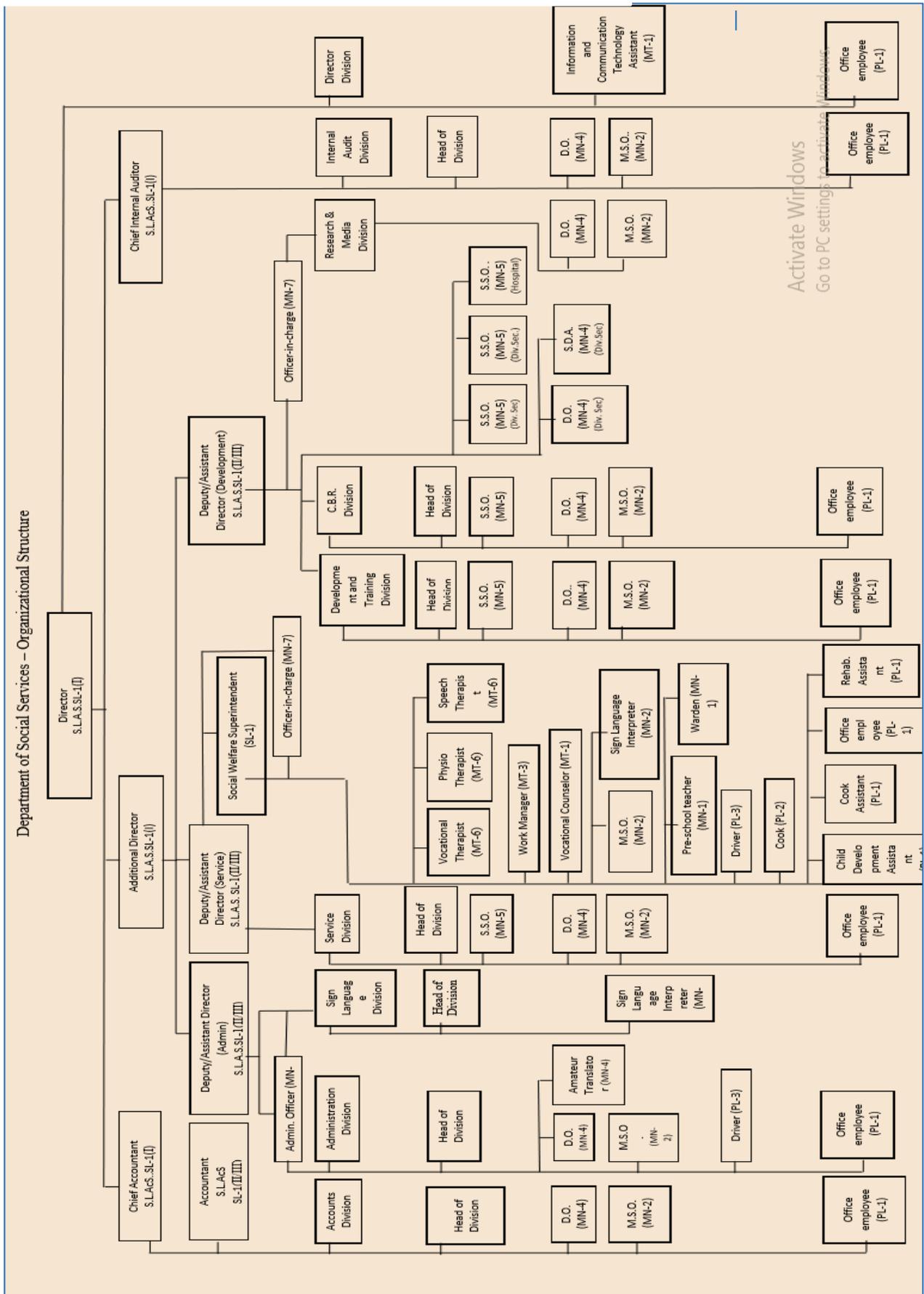
Objectives

- Empowerment of the vocational activities and extra-vocational activities of youth with disabilities who are aged between 16 and 35 years.
- Providing residential care for mentally retarded children who do not have guardians.
- Early intervention to mitigate the disability in children aged between 0-18 years, who are suffering from various disabilities.
- Intervention and empowerment for minimizing the various issues faced by the community of persons with disabilities.
- Recognition and promotion of the Sign Language.
- Empowering the voluntary organizations that provide services to the persons with disabilities.
- Carrying out residential rehabilitation, providing vocational training, rehabilitation and socialization of drug addicts.
- Providing proper guidance to the persons affected by various social issues.
- Providing special identity cards to persons with impaired hearing.
- Enhancing the knowledge, skills and attitudes of the service delivering officers.

1.3 Key Functions

- Providing vocational training for the disabled male and female youth, providing assistive devices for them, trade tools for self-employment and grooming them for open employments.
- Identifying and broadening the job market for persons with disabilities.
- Conducting research to identify the current needs and trends of the persons with disabilities.
- Referring children with special needs for inclusive education through early intervention.
- Issuing special identity cards for persons with impaired hearing and providing sign language interpreter services to facilitate the routine work of the persons with hearing impairment.
- Lifetime protection for mentally retarded boy children who do not have guardians.
- Providing financial assistance to voluntary organizations being operated for the welfare of persons with disabilities. .
- Providing medical assistance and eye lenses, assistance for sports, educational and cultural activities, infrastructure facilities for institutions and other welfare facilities to the persons with visual impairment who are aged below 60 years.
- Providing the required services to persons with disabilities under the Community Based Inclusive Development Programme.
- Establishing & empowering the Swashakthi Organizations (self – reliance organizations) of the persons with disabilities, at divisional level.
- Residential rehabilitation of drug addicts and raising their awareness.
- Directing the service providing officers to take part in local and foreign training programmes, seminars and workshops for the purpose of enhancing their knowledge, skills and attitudes.

1.4 Organizational structure



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1.5.1 Divisions of the Department

1.5.1.1 Administration Division

The key function of the Administrative Division is providing the assistance and services required for efficient and productive fulfillment of the objectives which are expected to be achieved through the mission of the Department.

In that connection, management of human and physical resources, establishment and administrative functions, implementation of policy decisions, providing supporting services for all divisions of the Department are carried out through the Administrative Division.

- General administrative functions of the Department of Social Services and all functions related to the mail.
- All functions related to personal files such as recruitment and promotion of officers, conducting efficiency bar examinations, payment of salary increments, carrying out transfers and retirement of the staff of the Department.
- Duties such as having approved new posts, formulation of schemes of recruitment, updating staff information and preparation of Cabinet Memoranda.
- Functions related to leave, railway warrants, overtime and granting distress loans of the staff.
- Duties related to Agrahara insurance, recovering house rents, overseas scholarships, overseas training and implementation of the Right to Information Act.
- Issuing office directives, Department circulars and instructions for the Department. Acquisition of circulars issued by other public institutions, updating and maintaining circular files, and implementing the instructions in such circulars.
- Payments of the bills for the use of electricity, telephone, internet, security service, cleaning service, newspaper, and functions related to repair of machines and equipment of the Department.

1.5.1.2 Sign Language Division

Sign Language is the communication means that facilitates provision of educational, social, cultural services as well as medical, health and legal facilities to the hearing- impaired and partially hearing- impaired persons. The Cabinet of Ministers has taken a decision in principal, on 05.09.2010, to recognize this sign language as a standard language.

Currently 06 sign language officers who are attached to the Department are in service to provide sign language interpretation service, and three of them serve at vocational training institutions and the other three officers serve at the Sign Language Division of the headquarters.

The Division provides necessary assistance for the public institutions with the communication with hearing- impaired persons (Eg. Police stations, courts, hospitals, other government institutions) and provides the service of the sign language interpreters for the evening main news telecast at 8.00 p.m. of the Rupavahini national television channel, at 6.30 p.m. of the Independent Television Network channel and for 7.00 p.m. news telecast of the Sirasa television channel.

1.5.1.3 Community Based Rehabilitation Division (CBR).

Community Based Rehabilitation (CBR) or rehabilitation of the persons with disabilities within the community is a strategy for improvement of service delivery for the persons with disabilities, provision of more equal opportunities, safeguarding their human rights and empowerment of them.

Community Based Rehabilitation programme was established in 1994 under the Ministry to which the subject of social services is attached, as a national programme for rehabilitation of the persons with disabilities, and currently this programme is implemented by the Community Based Rehabilitation unit of the Department of Social Services.

This Division carries out the following functions through coordination of the field officers serving under CBR programme with the objectives of safeguarding the rights of the persons with disabilities, empowerment and development of them to enable their independent operation through strengthening of mutual relationship among the persons with disabilities, their families and the social organizations of the communities where they live, and through organization and monitoring of its programmes:

- Planning of rehabilitation of the persons with disabilities and carrying out rehabilitation of them.
- Provision of direct funds to the persons with disabilities and carrying out follow-up activities. (providing commode, water, electricity and accessibility facilities)
- Establishment and empowerment of self-help organizations of the persons with disabilities at divisional level, and appreciation of self-help organizations and individuals through conducting an annual festival titled “Swabhimanee”
- Provision of facilities for access to services, in collaboration with the government and non-governmental organizations.
- Provision of infrastructure facilities for the skill development centers being operated for the benefit of the children with disabilities.
- Conducting district progress review meetings.
- Conducting programmes for updating of knowledge of the Social Service Officers who carry out field duties at divisional and district level in coordination with the CBR programme.

1.5.1.4 Service Division

The Services Division operates with the objective of empowering persons with disabilities across Sri Lanka under the auspices of the Government and safeguarding their rights to live as dignified citizens, and performs the following functions towards achieving the said objective

- Empowerment of the youth with disabilities, aged between 16- 35 years through vocational training and placing them in employment.
- Providing services through child guidance centers for development of children with disabilities up to pre-school education and school education
- Providing services related to the rehabilitation and socialization of drug addicts through the Drug-addicts Rehabilitation Center to control and prevent the use of drugs.
- Providing allowances for appreciation and motivation of teacher serving in non-governmental organizations operating for children with disabilities
- Providing necessary services for the care of persons with intellectual disabilities through the care center for persons with intellectual disabilities who have lost their parents.
- Providing maintenance assistance to the volunteering organizations operating for the disabled community, thereby extending state sponsorship for the social service rendered by such organizations.
- Issuing identity cards to confirm the identity of the hearing impaired persons.

1.5.1.5 Development Division

The Development Division performs a number of functions directly related to the overall operation of the Department of Social Services. Training, updating of knowledge and productivity development carried out in parallel with capacity building of the officers, are the key activities among them.

Further, the Division plays a vital role relating to organization, coordination and conducting of national events, carrying out various projects and programmes, updating of information, identifying current social trends and utilizing them. In addition, the following functions related the operation of the Department also carried out by the Division.

- Coordination and conducting of the national events (national sports festival, Sith Ru national arts performance, Bakmaha Ulela) annually conducted by the Department.
- Preparation of the annual action plan, performance report and progress reports.
- Organizing and conducting training programmes for the officers attached to the Department.
- Carrying out all coordination activities related to the officers involved in welfare of the hospitalized patients.
- Duties related to making necessary recommendations for granting duty relief to foreign donations received by voluntary organizations and social service organizations (charities registered under the Inland Revenue Act or non-profit organizations registered under the Registration of Voluntary Social Service Organizations) Act.
- Acquisition of lands belonging to the department and resolving the related problems and maintaining the relevant schedules.
- Provision of miscellaneous reliefs relating to disabilities, and identification of international standards, indicators, theories and modern ideologies.
- Implementation of productivity programmes.

1.5.1.6 Finance and Accounts Division

The main functions carried out by the Accounts Division are obtaining annual allocations for operations and development programmes of the Department of Social Services, management of allocations, making payments as well as putting into practice the powers vested in the Chief Accounting Officer through the Financial Regulations, by maintaining state accents in a transparent manner, observing financial discipline.

Such functions are performed under the guidance, management, supervision and monitoring by the Chief Accountant, and the following activities are also carried out as per the powers granted through Financial Regulations, special provisions and government circulars.

- Preparation of the overall annual budget of the Department of Social Services and submission of the same to the Department of National Budget before the due date.
- Keeping accounts of all transactions in an updated and correct manner, and presenting of accounts.
- Assisting the higher management with formulation of financial policies and strengthening of the financial management.
- Monitoring of all receipts and expenses and control of expenditure.
- Presenting proposals to the higher management on expenditure review and management.
- Submission of final accounts to the General Treasury and the Auditor General's Department and carrying out coordination activities.
- Proper implementation of financial laws and regulations through a transparent procurement process in all purchases and providing assistance.
- Updating and supervision of the state assets existing under the Department of Social Services.

1.5.1.7 Internal Audit Division

This Division operates under the Chief Internal Auditor who is liable to report directly to the Director, Social Services in accordance with the duties coming under Section 133 and 134 of the Financial Regulations of the Democratic Socialist Republic of Sri Lanka, instructions in the Guidelines for Internal Auditing of the Management Audit Department and the provisions in Section 40 of Part VII of the National Audit Act No. 19 of 2018.

Further, the objectives of this Division is financial planning, internal control, proper maintenance of registers and accounts, financial management and monitoring, and ensuring effective functioning of the management information provision process, in achieving the objectives of the Department.

1.5.1.8 Research and Media Division

The Research Division of the Division which has been functioning under the name of 'Research Training and Development' under the Department of Social Services has been established as a separate Division from the year 2021 under the name of Research and Media Division. The main objective of establishing this division is to identify the problems and needs of the clients and provide them with a more effective service, and will play the following roles in achieving the said objective.

- Conducting research on social issues and problems that arise with social transformations taking place in the socio-economic environment.
- Conducting research to measure the quality and effectiveness of services provided by the Department of Social Services.
- Studying the regulations pertaining to the Department of Social Services and taking necessary preliminary steps to amend them in accordance with modern requirements.
- Preparation of press releases related to various programs and national events implemented by the Department of Social Services and coordination of activities related to media coverage.
- Promoting the role of the Department of Social Services, creating audio, visual and written media promotion tools to educate and attract targeted clients.

1.5.2 Institutions under the Department

1.5.2.1 Vocational Training Institutes

For the purpose of providing vocational training to the youth with disabilities, 09 vocational training institutions are operated under the Department of Social Services in Gampaha, Kandy, Rathnapura, Hambantota, Puttalam and Batticaloa districts. These vocational training institutions operate with the objective of engaging the youth with disabilities living around the country in the development process of the country through vocational capabilities empowerment and skills development of them.

Basic information about vocational training institutes

Name of Vocational Training Institute	Province where the institution is located	District in which the institution is located	Year / date of commencement	Address	Contact number
Seeduwa	Western	Gampaha	October 01, 1956	Liyanagemulla, Seeduwa	011-2253503
Wattegama	Central	Candy	February 15, 1963	Wavinna, Wattegama	081-2476209
Ketawala			1968	Ketawala, Lewwala, Kandy	081-2219153
Thelambuyaya	Southern	Hambantota	March 28, 1981	Thelambuyaya, Angunakolapelessa	047-3489296
Ragama	Western	Gampaha	January 18, 1984	Rehabilitation Hospital, Ragama	011-2967342
Amunukumbura			Founded in 1990, and was upgraded to a vocational training institute in 1991.	Amunukumbura, Wathurugama	033-2279321
Kalawana	Sabaragamuwa	Ratnapura	March 24, 2006	Pahala Kukulegama, Meepagama, Kalawana	045-2255017
Madampe	North western	Puttalam	June 15, 2014	Devala Road, Pottuwila, Madampe	032-2248568
Affiliated Vocational Training Institute, Tholangamuwa	Sabaragamuwa	Kegalle	November 17, 2021	Affiliated Vocational Training Institute, Tholangamuwa	
Batticaloa	Eastern	Batticaloa	December 02, 2021	Kumburumulai, Valachchenai	065-3132223

Functions

- I. Providing vocational training for male and female youth with disabilities and their personality building.
- II. Development of sports and artistic skills of youth with disabilities.
- III. Providing certificates for the trainees who successfully complete the training and socialization of them.
- IV. Providing tool kits for self-employment and introducing to them employment opportunities in the open job market.

Young people with disabilities aged between 16-35 years are selected for training courses tailored to their abilities after being interviewed under a scientific methodology. Depending on the nature of the course, the training period varies and one or two years of formal training are offered to selected trainees. The training is provided under 26 different courses and during the training period a daily allowance and free accommodation, meals and medical facilities are provided.

Courses conducted by vocational training institutes

Course	Capacity	130	50	100	100	100	24	30	40	50	20
	Trainees enrolled	F/M	Male	F/M	F/M	F/M	F/M	Male	F/M	F/M	F/M
	Course duration	Seeduwa	Ketawala	Wattegama	Thelambuwaya	Amunukumbura	Ragama *	Kalawana	Madampe	Batticaloa	Tholangamuwa
1. Radio, Television and related equipment technology	02 yrs.										
2. Carpentry	02 yrs.										
3. Sewing	02 yrs.										
4. Computing	02 yrs.										
5. Three wheeler and motorcycle repairing	02 yrs.										
6. Motor Mechanics	02 yrs.										
7. Garden agriculture	02 yrs.										
8. Refrigerator and air condition repairing	01 yrs.										
9. Sewing machine operation(Factory-related – Juki)	01 yrs.										
10. Handcraft)Bamboo tree/Coconut)	02 yrs.										
11. Handicraft (making brooms and Ekel brooms)	01 yrs.										
12. Handicraft (using cane and coir)	01 yrs.										
13. Handicraft (making ornaments)	01 yrs.										
14. Tailoring	01 yrs.										
15. Massage therapy	01 yrs.										
16. Masonry	02 yrs.										
17. Electrical	02 yrs.										
18. Auto painting	02 yrs.										
19. Welding	02 yrs.										
20. Cement-related products making	02 yrs.										
21. Leather and Footwear manufacturing	01 yrs.										
22. Batik design	01 yrs.										
23. Bakery Products and food technology	01 yrs.										
24. Weaving	01 yrs.										
25. Beauty culture	01 yrs.										
26. Wood carving	02 yrs.										

* Course duration at Ragama Vocational Training Institute may vary from 06 months to 01 year.

1.5.2.2 Jayaviru Sevana Care Home

Jayaviru Sevana institute, established on 31st July 2001 to provide care to mentally ill boy children who have lost parental care, is located at North Ambalanwatta area of Puwakpitiya Divisional Secretariat Division of Colombo District of Western Province.

This institute operates with the mission of making the community with intellectual impairment partners of the national development by engaging them in the production process through extending love and affection to them and by giving them the opportunity to develop their talents and skills. These children, who are leading a residential life for the rest of their lives, are not isolated and lovingly cared for and directed to daily activities through this institute. Free food and medical care, including accommodation, are provided to them during the care period.

1.5.2.3 Jayaviru Samadhi Rehabilitation Institute

This institute, established on 31.07.2007 as a sub project of the Navodaya project implemented under the Department of Social Services, for rehabilitation, integration into society and enhancement of vocational skills of drug addicts, is located at North Ambalanwatta area of Puwakpitiya Divisional Secretariat Division of Colombo District of Western Province.

In appreciation of the quality of service rendered by Jayaviru Samadhi Home, which has been operating as a Private Rehabilitation Center for many years, recommendations have been made by the National Dangerous Drugs Control Board to designate the institute as a registered Rehabilitation Center under Section 2 of the Drug Dependent Persons (Treatment and Rehabilitation) Act No. 54 of 2007 for regulating the activities of drug addiction treatments and rehabilitation centers.

Operating with the mission of reducing the drug addicts' inclination towards alcoholism and obtain the contribution of the youth who have fallen victim to alcoholism, for the national development by imparting real life philosophy and real happiness in life and honing their skills, this institute provides residential rehabilitation to drug addicts who are addicted to various drugs.

About 80-100 drug addicts, who are directed to rehabilitation by court orders, by Divisional Secretariats and hospitals as well as who volunteer to have rehabilitation, can be rehabilitated at a time. Rehabilitation periods range from 03 months, 06 months and 01 year. The rehabilitation period of the clients referred to by the court orders is determined in accordance with the court order.

Functions

- I. Rehabilitation, integration into society and enhancement of vocational skills of drug addicts
- II. Making intervention in minimizing the problems caused by drug addiction in the family environment of the drug addicts.
- III. Reviving their past relationships with the relevant parties in order to restore their employment and education that lapsed due to addiction to drugs.
- IV. Conducting awareness programmes on drugs to raise awareness among the vulnerable groups.

1.5.2.4 Child Guidance Center, Nawinna

Established in 2003 with the objective of making early intervention and providing necessary guidance for the development of a child in case of any suspicion that there is any abnormality or delay in the development of a child from his/her birth, this institution is located in the Pathiragoda area of Maharagama Divisional Secretariat of Colombo District of Western Province.

The primary task carried out in meeting the needs of the parents who come to the institution in the hope of obtaining accurate guidance is to obtain the child's life information, register the child, identify the child's needs and ensure that an accurate assessment of developmental status of the child is made.

The institute provides services for the benefit of around 80 children with disabilities, in pursuance of the mission of “acting as an intervener in setting up and coordinating of a timely available service network for empowering the parents and family member to face challenges with dignity, and making early intervention for maximum development of the children with special needs”.

Activities

- I. Introduction of a more effective way of early detection of disabilities and intervention.
- II. Strengthening the network of different service sectors that deliver services to the persons with disabilities under.
- III. Strengthening the early childhood education and inclusive education of the children with special needs.
- IV. Carrying out counseling services for enhancing the mental condition of the parents and the other family members.

1.6 Funds operating under the Department

1.6.1 Visually Handicapped Trust Fund

It is with the declaration of 1981 the International Year of the Disabled that new attitudes towards the persons with disabilities started to take shape. In parallel with the same, policy decisions were taken at the national level with the support of the state to safeguard the rights of the community of persons with disabilities and to empower them. In line with the same the parliament of Democratic Socialist Republic of Sri Lanka adopted an Act by the title of Rehabilitation of the Visually Handclapped Trust Fund Act No. 09 of 1992 and published the same through a gazette notification, for establishment of a fund by the name of Visually Handicapped Trust Fund to operate with the mission of providing services required by those who become visually impaired, rehabilitation of them and providing them with relief.

The Fund is currently operated at the headquarters of the Department of Social Services, through a committee under the chairmanship of the Secretary to the ministry handling the subject of social services, implementing various services in line with the provisions of this Act for the benefit of the persons with disabilities living in Sri Lanka,

Activities

- I. Providing assistance for sports activities of the visually impaired persons and the organizations for them.
- II. Vocational training.
 - Training of visually impaired trainees by visually impaired instructors
- III. Support for educational and cultural activities.
 - Providing scholarship for visually impaired students and non-visually impaired school children of visually impaired parents.
 - Providing scholarships for visually impaired university students
 - Contributing to Braille Media “Kalaya (Time) magazine for visually impaired readers
- IV. Providing Rehabilitation Assistance
 - Psychological empowerment and socialization program for the later visually impaired persons.
 - Audio Book Program - Converting plain text books into audio books to safeguard the reading rights of visually impaired people.

- Providing self-employment assistance to persons who have given up self-employment due to the COVID epidemic or have difficulty in maintaining self-employment.
 - Providing assistance to obtain electricity and drinking water for the homes of the visually impaired.
 - Providing assistance appropriately as per the requests made by visually impaired persons or visually impaired persons' organizations.
- V. Providing assistance for contact lenses and eye treatments.
- VI. Holding the National Program on International White Cane Day.

1.7 Foreign Aided Projects

අ) Name of the project:- Project for Promoting Employment Support of Persons with Disabilities in Sri Lanka (ESPD)

ආ) Contributing Agency:- Japan International Cooperation Agency (JICA)

ඇ) Estimated project cost :- Rs.360 Mn. (Japan International Cooperation Foundation (JICA) - Rs. 350 Mn., Government of Sri Lanka (Department of Social Services) - Rs. 10 Mn)

ඈ) Project Duration: - 4 years (November 2021 - November 2025)

Chapter 02

Progress and Future Outlook

Programmes of the Department of Social Services and progress of the projects.

2.1. Welfare and Development Program for the persons with disabilities

The main program implemented by the Department of Social Services is the Welfare and Development Program for the persons with disabilities. Several programs, projects and sub-projects are implemented from the regional level to the national level to realize the objectives of this programme, in line with the mission of the Department. The programmes are as follows:

- ❖ Rehabilitation of the male and the female youth with disabilities, providing them with vocational training and integration of them in to society
- ❖ Detection of disabilities at the early stage of childhood and making the relevant remedial intervention and improvement.
- ❖ Providing care for the mentally retarded boy children who have no guardians
- ❖ Providing grants to voluntary organizations for persons with disabilities
- ❖ National Community Based Inclusive programme for the Persons with Disabilities
- ❖ Trust Fund for Rehabilitation of the Visually Impaired.
- ❖ Programme for development of sports and artistic skills of the children with disabilities.

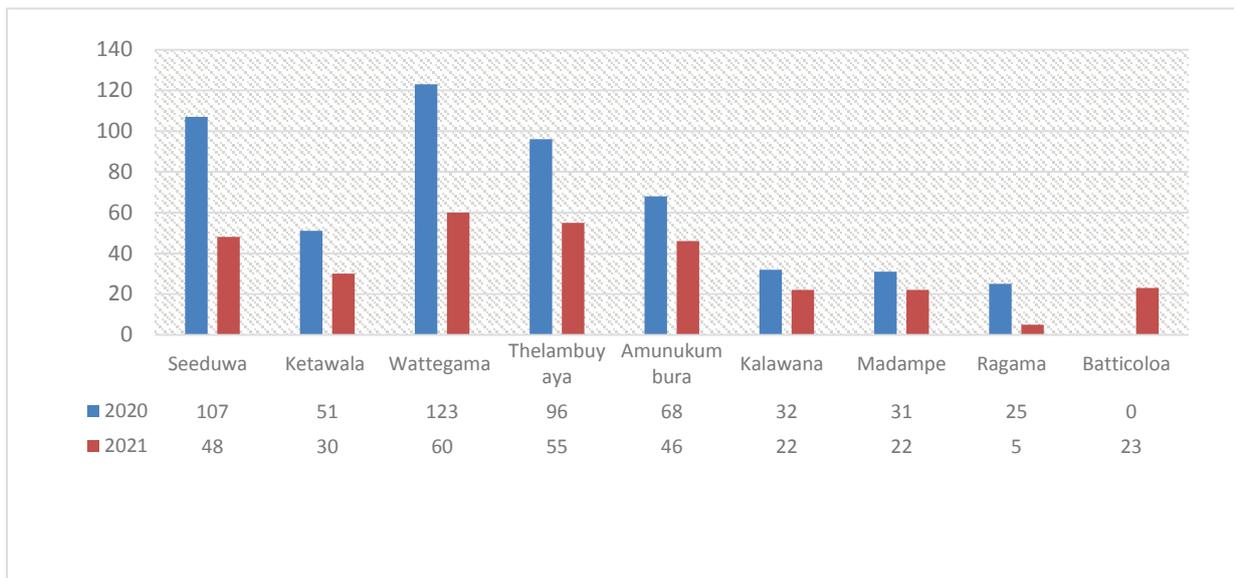
2.1.1 Rehabilitation of the male and the female youth with disabilities, providing them with vocational training and integration of them in to society

One of the main projects implemented by the Department of Social Services is the provision of vocational training for youth with disabilities. Vocational training is provided to over 500 disabled youth annually through 09 Vocational Training Institutes island wide.

Vocational training institutes were forced to close for a considerable period of time in both 2020 and 2021 due to restrictions imposed to prevent the spread of the COVID 19 epidemic.

Therefore, the one year courses for the academic year 2020 were in operation till April 2021 and the second year academic activities continued through the online system. Recruitment of new trainees for the 2021 academic year was scheduled to take place in April 2021, but due to health guidelines issued by the Director General of Health Services, recruitments had to be postponed until November 2021.

Number of trainees by vocational training centers



There was a decrease of trainees in both 2020 and 2021 compared to the previous years, which is a decrease of 41% compared to the year 2020. At the level of the institutions, there is a decrease in the number of trainees receiving vocational training in all institutions due to the impact of the outbreak of the COVID 19 epidemic except in the Batticaloa Vocational Training Institute which was established in the year 2021 and

2.1.2 Child Guidance Programme

Nearly, 100 persons receive services annually from the Navinna Child Guidance Center, which is operated by the Department under the Child Guidance Project. The total number of service seekers catered to by the institutions in the year 2021 was about 93, out of which 20 were newly registered persons. About 07 of these service seekers have been referred to ordinary schools.

Number of newly registered service seekers in the year 2021 – 20 nos. (17 boys / 03 girls)

Age range (Yrs)	Nature of Disability									Total No. of Children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairments	Hyper active	Hearing impairments	Mentally rered	Others	
0 – 03	2	-	1	-	-	-	-	-	-	3
03 – 05	3	-	2	3	1	-	-	-	-	9
05 - 15	1	1	2	-	4	-	-	-	-	8
15 - 18	-	-	-	-	-	-	-	-	-	-
Over 18	-	-	-	-	-	-	-	-	-	-
Total	6	1	5	3	5	-	-	-	-	20

Total number of service seekers in the year 2021 - 93 (64 male / 29 female)

Age range (Yrs)	Nature of Disability									Total No. of Children
	Autism	Cerebral Palsy	Down syndrome	Slow growth	Speech impairments	Hyper active	Hearing impairments	Mentally related	Others	
0 - 03	2	-	4	4	1	-	-	-	-	11
03 - 05	7	1	4	5	1	-	-	-	-	18
05 - 15	11	10	8	14	3	-	2	1	-	49
15 - 18	-	1	9	1	-	-	-	-	-	11
Over 18	1	-	2	-	-	-	-	1	-	4
Total	21	12	27	24	5	-	2	2	-	93

Details of services provided by the respective divisions

Service delivered	No. of Children	No. of times of service delivery
Physiotherapy treatment	18	18
Speech therapy treatment	34	34
Education and pre- vocational training	65	1860

Details of services provided online

Service delivered	No. of Children	No. of times of service delivery
Educational section	65	3036
Speech therapy treatment	40	55
Day-to-day activities	57	214

2.1.3 Program for providing grants for voluntary organizations

The Department of Social Services provides grants to organizations (Vocational Training Institutes, Skills Development Centers, and Special Units) selected from voluntary organizations that operate island wide providing services to persons with disabilities. Depending on the nature, need and request of the institution, the grants are given for payment of the allowances such as trainee allowances, maintenance allowances, participation allowances, teacher allowances, hospitality allowances, transport allowances and various other allowances. In the year 2021,

there were 23 voluntary organizations which were provided with grants for one or more of the above allowances and the details of the grants given to each of them are given below.

Number of grants made to voluntary organizations

Serial No.	Voluntary organization	Trainee allowance	Maintenance allowance	Participation allowance	Teacher allowance	hospitality allowances	Transport allowance
01	Skills Development Center - Malamulla	-	-		02		-
02	Child Guidance Center - Gettuwana	-	-	15	02	15	-
03	Little Flower Special Child Development Center - Badalkumbura	-	-	22	03	22	-
04	Little Flower Special Child Development Center - Ibbagamuwa	-	-	22	01	22	-
05	Disabled Child Development Center, Tholangamuwa	-	-	15	03	15	-
06	Child Skills Development Center, Akmeemana	-	-	-	01	-	-
07	Disabled Persons Development Foundation, Bandarawela	26	26	-	-	-	-
08	Rienzie Alagiyawanna Vocational Training Institute - Batugammana	16	16	-	-	-	-
09	Mental ly Retarded Women's Rehabilitation Center - Rotuwa		29	-	-	-	-
10	“Sahanaya” National Mental Health Council - Colombo	-	-	-	-	15	15
11	Ritigahayaya Maha Vidyalaya, Katuwana	-	-	-	01	-	-
12	Katuwana Primary School, Katuwana	-	-	-	01	-	-
13	Arunella Special School - Weeraketiya	15	-	-	03	-	-
14	Skills Development Center - Rajanganaya	-	-	-	02	-	29
15	Senehasa Child Skills Development Center, Sooriyawewa	-	-	-	01	-	-
16	Child Skills Development Center, Polpithigama	-	-	15	02	15	-
17	“Ape Daruwo” Skills Development Center, Kuruwita	-	-	-	02	-	-
18	Special Education Unit, Deltota	-	-	-	02	-	-
19	Sahana Sevana, Seruwila	-	-	-	02	-	-
20	Mental Health Unit, Haputale	-	-	-	02	-	-
21	Pathum Uyana Center, Moratuwa	-	-	-	01	-	-
Total		57	71	89	31	104	44

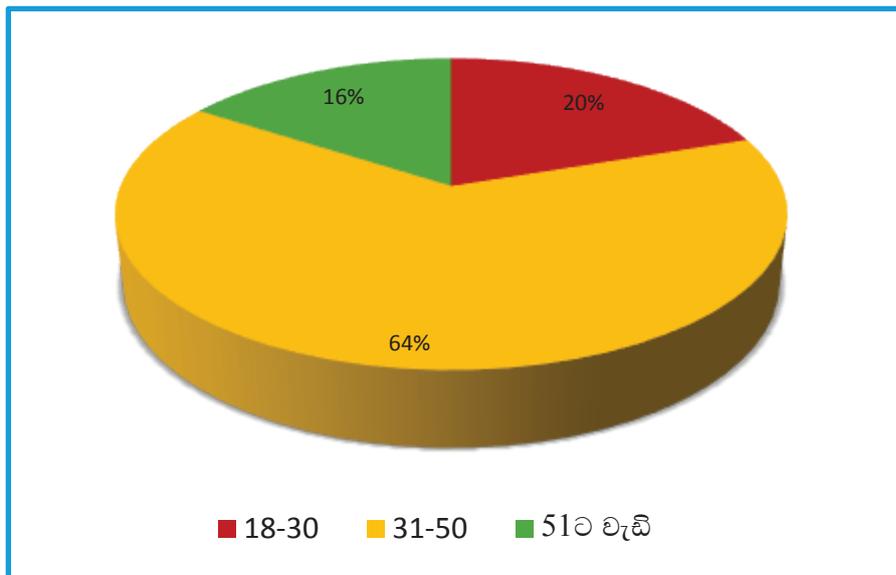
In addition to the above, an allowances of Rs. 60,000 / - has been provided to Swarnadama Institute, Nattandiya and Rs. 40,000 / - to the National Deaf Service Board, Rajagiriya and for the two institutions Malamulla Skills Development Center and Tholangamuwa Disabled Child Development Center, allowances have been provided for repair of machinery, gardening and stationery.

2.1.4 Programme for providing care for boy children with intellectual disabilities who are deprived of parents and guardians

Another major program implemented by the Department of Social Services is the care of boy children with intellectual disabilities of various ages who have lost their parents and guardians. The facilities and the capacity for service seekers of the 'Jayaviru Sevana' in Puwakpitiya, which is operational for this purpose, have increased due to its two storied new building constructed in 2021.

By the end of 2021, 76 clients were cared for, 61 of whom were mentally retarded. The numbers of those who are with mental illnesses, speech and hearing impairments, visual impairments and movement disabilities were 05, 04, 03 and 02 respectively. One person of those who received care had multiple disabilities.

Care recipients by age limit



The majority of the institution's care recipients are between the ages of 31-50. This group is numerically 49. There were about 15 young people between the ages of 18-30, and the minimum number of service recipients was over the

age of 51, which is about 12 in number.

**Physical and financial progress of the Welfare and Development Program for the
Persons with Disabilities**

Vote No. 216 – 02- 03 – 1- 1501 (as at 2021/12/31 දිනට)

Serial No.	Activity and physical progress	Expenditure Rs.
01.	Training materials and other I. Raw materials II. Other welfare expenses III. Counseling training allowances IV. Educational tours	10,256,013.23
02.	Providing tool kits for trainees who have completed formal vocational training. I. Providing 148 kits worth Rs. 15,000 / - II. Providing 42 sewing machines for 42 trainees	5,539,293.00
03.	Child Guidance Center I. Payment of service seeker attendance allowance II. Entertainment expenses III. Allowances for therapists	1,043,746.00
04.	Providing maintenance and rehabilitation assistance to the voluntary organizations which are financially sponsored under the Department. I. Deaf Service Board II. Swarnadama Foundation	100,000.00
05.	Providing allowances to pre-school the teachers serving for children with intellectual disabilities I. Weeraketiya Arunella Special School - 03 teachers II. H / Katuwana Ritigahayaya Pre School - 02 teachers III. Badalkumbura Little Flowers Child Skills Development Center - 03 teachers IV. Tholangamuwa Child Guidance Center - Teachers - 03 V. Ibbagamuwa Little Flower Special Child Development Center Teachers – 01 VI. Malamulla Skills Development Center Teachers - 02 VII. Child Skills Center - Akmeemana Teachers01 VIII. Child Guidance Center Gettuwana - Teachers02 IX. Sahana Sevana Seruwila - Teachers02 X. Mental Health Unit Haputale - Teachers02 XI. Special Education Unit, Deltota Teachers02 XII. Ape Daruwo Skills Development Center Kuruwita - Teachers02	2,337,700.00

	XIII. Pathum Uyana Center, Moratuwa - Teachers01 XIV. Senehasa Child Skills Development Center, Sooriyawewa - Teachers01 XV. Child Skills Development Center, Polpithigama - Teachers02 XVI. Affiliated Vocational Training Institute Tholangamuwa - Teachers03 XVII. Skills Development Center, Rajanganaya - Teachers02	
06.	Vocational Training Institutes Uniforms - T-shirts, bottoms	2,394,427.50
07.	Vocational Training Institutes Uniforms - T-shirts, bottoms Transport for trainees of voluntary organizations, Tea and snacks and participation allowances I. Tholangamuwa Child Guidance Center II. Rajanganaya Skills Development Center III. Ibbagamuwa Little Flower Special Child Development Center IV. Badalkumbura Child Development Center V. Malamulla Skills Development Center VI. Child Guidance Center Gatuwana VII. Child Skills Development Center, Polpithigama VIII. National Mental Health Council - Sahanaya	1,964,150.00
08.	Providing financial assistance to persons with disabilities 1. Special toilet assistance - 87 2. Special Projects - 01 3. Providing assistance to self-employed persons who have completed vocational training - 09	4,013,475.00
Total expenditure		27,648,804.73
Allocation		28,000,000.00

Another project implemented under the Disability Welfare and Development Program is to provide services to the persons with hearing impairment. Under this programme, Sign Language Interpreters of the Department provide sign language interpreters' service for the hearing impaired persons throughout the island and also issue identity cards to persons with hearing impairments. In the year 2021, 47 hearing impaired identity cards have been issued.

Physical and financial progress of the Welfare Programme for the Persons with Disabilities Vote No. 216-02-03-13 – 1501 (as at 31.12.2021)

Serial No.	Activities	Allocation Rs.	Expenditure Rs.
01.	Per diem allowances for 344 trainees with disabilities having training at the training centers being operated under the Department (Rs.150/- per a child)	14,925,000.00	9,539,600.00
02.	Payment of Allowances to 45 service recipients of the Voluntary Institutions financially sponsored by the Department		

Financial progress of the Welfare Programme for the Persons with Disabilities Vote No. 216-02-03 – 1203 (as at 31.12.2021)

Serial No.	Activities	Allocation Rs.	Expenditure Rs.
01	Payment for food obtained for vocational training institutes and uniform allowances for wardens and caregivers	28,000,000.00	26,956,306.22

2.1.5 Cultural and artistic skills development project for the children with disabilities.

The Department of Social Services, while empowering the vocational skills of the children with disabilities, plays a leading role in fostering them to become healthy and dynamic persons who have a sense of aesthetic taste. For this purpose, the Department has created the arena that helps identify the sports and artistic skills of all the youths with disabilities in the country. Sports and arts festival have been conducted every year allowing the representation of all young persons with disabilities. The winning individuals and the teams of the district level competitions are produced to the national level competitions and then the winners are awarded prizes and certificates.

The objectives of this programme are giving them the opportunity to experience our cultural values and customs first-hand, nurture their enthusiasm, dedication and capacity towards sports to the levels of the normal persons, change the conventional attitudes prevailing towards the disabled community and earn them social recognition. Three (03) national programmes are carried out under this programme.

- I. "Sith Ru" - National Arts Performance of the Children with Disabilities
- II. National Athletics Festival of the persons with disabilities.
- III. BakmahaUlela (New Year festival) of the children with disabilities.

Health and security authorities instructed that due to the COVID 19 pandemic that spread from the beginning of 2020, the festivals and programmes conducted by calling people together not be held. Therefore, the National Athletics Festival for Persons with Disabilities and the "Sith Ru" Art Concert, which are held, held with the participation of a large number of disabled children, their parents and the officials, could not be held in 2021. But the Bakmaha Festival for Children with Disabilities, was held at the level of Child Guidance Centers and Vocational Training Institutes.

2.1.6 Community Based Rehabilitation National Programme (C.B.R.)

The objective of this programme is to empower the persons with disabilities in knowledge and skills in accordance with the National Policy on Persons with Disabilities in order to protect their rights and enable them to discharge their duties and responsibilities. At the same time, this project is implemented with the objective of ensuring the social and economic well-being of the family member of this community.

Community Based Rehabilitation National Programme - Financial and physical progress

Vote No. 216 -02 -03 -5 – 2509 (as at 31.12.2021)

Project	Programme	Physical progress	Estimate Rs. Mn	Expenditure Rs. Mn
Community Based Rehabilitation Program (CBR)	Appraisal of Swashakthi (Self-reliance) organizations operating from the grassroots level to the national level.- Swabhimanee awards	The awards were presented for both 2019 and 2020.	3.479	3.05
	Provision of the following facilities for the community of persons with disabilities : <ul style="list-style-type: none"> • Toilets with commodes • Electricity facilities • accessibility facilities • air mattress • water matters • water facilities • other facilities 	Direct assistance - 142	1.871	1.89
	Conducting progress review and awareness programs in district and divisional secretariats	programmes - 1181	1.36	1.299
	Hospital welfare programs	programmes 864 beneficiaries 1799	0.2	0.063
	Training programs for officers	Training programmes 04	0.1	0.155
	National Level Progress Review / Discussion at Head Office	Progress review meetings 04	0.1	0.033
	Administrative expenses	C.B.R. Division telephone bills, stationery and other general expenses	0.1	0.1
	Implementing creative programs and projects for current needs.	programmes - 48	3.79	2.45
Total			11.0	9.04

2.1.7 Visually Handicapped Rehabilitation Trust Fund - Financial Progress

With the objective of providing necessary services, rehabilitation and relief to the visually impaired, various programmes are carried out under this trust fund for the welfare of the visually impaired community and their families throughout the island. Although most of the programs planned for 2021 under this project were able to be carried out in the same way, some programs could not be held due to restrictions imposed in the face of the COVID 19 epidemic. Despite these challenges, a high level of physical and financial progress was achieved through the programs and related activities carried out.

Visually Handicapped Rehabilitation Trust Fund–financial progress

Vote No. 216-02-03-3-1508 (as at 31.12.2021)

Serial No.	Programme	Physical progress	Estimate Rs.	Expenditure Rs.
01	Sports assistance	05	12,000.00	12,000.00
02	Vocational training	05	350,000.00	157,000.00
03	Educational and cultural assistance		8,124,945.00	7,500,555.00
	I. Providing scholarships for visually impaired school children and visually impaired university students	381		
	II. Providing mobile phones for visually impaired university students (instead of Daisy recorders)	49		
	III. Assistance for the Kalaya Magazine (volumes)	12		
04	Rehabilitation assistance		1,336,661.50	1,184,311.50
	I. Audio books	24000 pages		
	II. Providing Braille Writers to the Sri Lanka Federation of the Visually Impaired	02		
	III. Providing musical instruments for the visually impaired persons	01		
	IV. Providing self-employment assistance for the visually impaired persons	15		
	V. Providing electricity to the houses of visually impaired persons	01		
	VI. Providing equipment to the Sri Lanka Blind Persons Service Board	Water filters - 01 Cup and saucer sets -24		
05	Ophthalmic lenses and ophthalmic treatments	Ophthalmic lenses- 03	116,293.50	46,950.00
06	Audit Fees		156,000.00	156,000.00
07	Financial expenses		25,000.00	6,830.00
08	Miscellaneous expenses		29,100.00	26,980.00
09	Administrative expenses		500,000.00	494,725.50

2.2 Drug Addicts Rehabilitation and Socialization Project

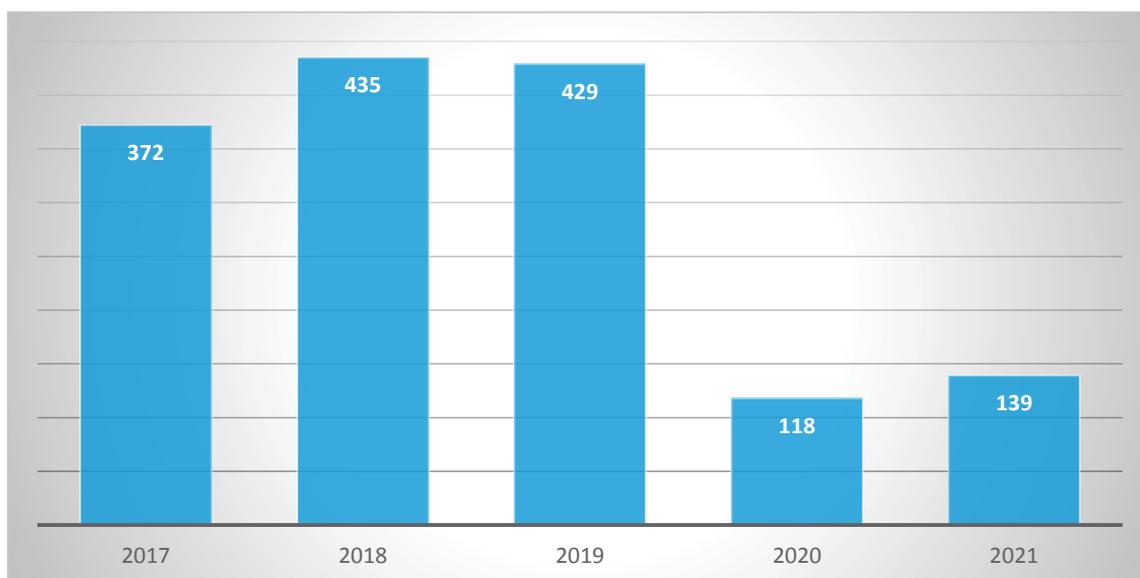
Through this project, which is being implemented with the aim of rehabilitating, socializing and improving the professional skills of drug addicts, Heroin, Cannabis, Kerala Cannabis, Alcohol, Drugs and Other Drug Addicts are institutionalized and rehabilitated.

After admission to the institution, primarily, the drug addicts are engaged in the rehabilitation process through psycho therapeutic and psychological counseling methods and medical approaches. During this period, they are involved in yoga meditation and religious programmes to stimulate spiritual development in them. The persons being rehabilitated are provided with free accommodation, food and medical facilities during the residential therapy. The residential treatment includes training aimed at vocational skills development too in order to ensure development of the livelihood means of the trainees.

In parallel with the institutionalized rehabilitation, separate programmes are carried out to raise awareness among school children at Grama Niladhari division level in selected Divisional Secretariat areas, and to ensure the development of the families.

In the year 2021, about 139 drug addicts have been admitted to Jayaviru Samadhi Homes for rehabilitation services. Statistically, that is an increase of 21 people compared to 2020. 117 have admitted voluntarily and 22 on court orders.

Number of Rehabilitated and Socialized Persons - 2017-2021



**Financial and physical progress of awareness programs under the drug addicts
rehabilitation and socialization program**

Vote No. 216- 02-03-2-1501 – (as at 31.12.2021)

Activity	Allocation (Rs.)	Financial progress Rs)	Physical progress
Community Drug Prevention Program (District and Regional Level)	1,500.000.00	905603.00	Raising awareness of the target communities in 22 selected Divisional Secretariats in 7 District Secretariats

2.3 Achievements

- **Opening of the new Vocational Training Institute in Batticaloa and commencement of training courses**

The newly established Vocational Training Institute in Batticaloa in the Eastern Province was opened on 02.12.2021 with the objective of giving vocational training in Tamil medium to the youth with disabilities. The courses were commenced with the recruitment of 40 trainees under the two courses of Electronics and Sewing.

- **Opening of the affiliated vocational training center in Tholangamuwa**

Considering the situation that provision of in-house vocational training at the vocational training institutes operating under the Department of Social Services is limited to a maximum number of 600 students, the Tholangamuwa Affiliated Vocational Training Center was started in Tholangamuwa of Warakapola Divisional Secretariat in the Kegalle District as an affiliated institute to the Wattegama Vocational Training Institute, as the starting center under the programme of providing vocational training to the children with disabilities who are reluctant to stay long away from home. The new center was opened on 17th of November, 2021 by commencing the Batik course for 17 students.

- **Expansion / increasing the capacity of the care center for the persons with intellectual impairments.**

The existing capacity of the Puwakpitiya Jayaviru Sevana Institute operated by the Department of Social Services under the project to provide care to mentally retarded men who have lost their parents and guardians is not sufficient to meet the increasing number of service seeker requests. Therefore, a new two storied building was constructed in

Puwakpitiya to meet this requirement and was opened on 01.04.2021 with the objective of increasing capacity of the center, providing care for another 50 boys with intellectual disabilities, thus increasing its full capacity up to 130 persons.

- A residential training center with accommodation facilities for 27 human resource development persons of the Department was opened on 11.02.2021, affiliated to the Amunukumbura Vocational Training Center.

2.4 Challenges

- Arranging employment for the vocational training recipients on completion of training at the vocational training institutes for the persons with disabilities, operated by the Department.
- Preparation of individual-specific rehabilitation plans for rehabilitation of the persons with disabilities and carrying out activities in line with such plans.
- Non-availability of sufficient facilities for providing care and protection for the children with disabilities who require long- term care.
- Provision of facilities for the officers engaged in welfare services at hospitals and ensuring their protection.

2.5 Targets

- **Establishment of Hambantota District Child Guidance Center**

Following the example of the Navinna Child Guidance Center currently operating under the Department of Social Services for early detection of children with disabilities in early childhood and taking action to prevent disabilities, the district child guidance center in the Ambalantota Divisional Secretariat, has been modified and named “Sithijaya” for providing services for children with disabilities in early childhood in Hambantota district, and it has been planned to begin its academic activities in January 2022.

- **Launching of Kottawa Skills Development Center**

The Kottawa Skills Development Center constructed with a view to preparing the youth between the ages of 13-19 for future vocational training, is planned to be opened in the year 2022.

- **Establishment of the Rienzi Alagiyawanna National Center for Skills Development and Care of Women.**

The institution which was formerly known as “Rienzi Alagiyawanna Vocational Training Institute” in Batugamma area in Balangoda Divisional Secretariat Division in Ratnapura District has been taken over by the Department of Social Services and necessary renovations have been carried out to maintain it as a care center for mentally ill women. It has been planned to launch this institution as the 'Rienzi Alagiyawanna Women's Care Center' in 2022 with the aim of providing care to 50 women with intellectual disabilities.

- **Opening of Vocational Training Centers in Kilinochchi.**

The construction work of the first phase of the new Vocational Training Institute in Kilinochchi has been completed with the objective of giving vocational training in Tamil medium to the youth with disabilities. Under the second phase, construction of the kitchen and dining room building, water tank and watchtower is underway. It is expected to open the institute and start courses in 2022. .

- **Establishment of 05 new Child Mentoring Centers**

The Navinna Child Guidance Center is already operational under the Department of Social Services with the aim of minimizing the disabilities in children by early intervention. Following the example of this institute, it is planned to establish new Child Guidance Centers for children with disabilities in 20 selected districts in the year 2022.

- Introducing a project for the socio-economic empowerment of two families with disabilities selected from each Divisional Secretariat Division under the coordinated contribution of government and non-government organizations through the CBR program.
- Making full use of the lands of the vocational training institutes by cultivating the uncultivated land areas.
- Creating a market for the sale of products of self-help groups of persons with disabilities.
- Expanding the job market for young people with disabilities through modernization of courses implemented in vocational training institutes, introduction of new courses and coordination between employers and trainees.

.....
Accounting Officer

Name :- Chandana Ranaweera Arachchi

Designation:- Director of Social Services

Date :- 2022.04.25

Chapter 03

Overall financial performance of the Year

Overall financial performance of the year ended 31st December, 2021

3.1 Financial performance statement

Financial Performance Statement for the period ended 31 December 2021

ACA- F

Rs.

Budget (2020)		Note	Actual		
			2021	2020	
	Revenue receipts		-	-	
	Income tax	1	-	-	} ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	
	Non-Revenue Receipts		-	-	ACA 3
	Treasury Imprests		340,843,000	267,006,000	ACA - 4
	Deposits		1,169,486	3,858,409	ACA - 5
	Advance Accounts		19,227,401	18,059,782	
	Other receipts		-	-	
	Total Non-Revenue Receipts (B)		361,239,887	288,924,191	
	Total Revenue Receipts & Non-Revenue Receipts C = (A)+(B)				
	Less: Expenditure				

	Recurrent Expenditure		-	-	
431,950,000	Wages, Salaries & Other Employment Benefits	5	428,219,961	359,418,082	එ.ස.ප- 2(ii)
148,439,100	Other Goods & Services	6	144,272,394	84,417,974	
58,875,000	Subsidies, Grants and transfers	7	51,605,679	40,550,306	
-	Interest Payments	8	-	-	
65,900	Other Recurrent expenditure	9	65,806	-	
639,330,000	Total Recurrent Expenditure (D)		624,163,840	520,386,362	
	Capital Expenditure				
11,970,000	Rehabilitation & Improvement of Capital	10	8,134,511	4,906,129	එ.ස.ප 2(ii)
73,500,000	Acquisition of Capital assets	11	58,498,925	81,072,214	
-	Capital transfers	12	-	-	
-	Acquisition of Financial assets	13	-	-	
2,500,000	Capacity Building	14	1,238,180	1,116,173	
12,700,000	Other Capital expenditure	15	9,095,352	9,104,522	
100,670,000	Total Capital Expenditure (E)		76,966,968	96,199,038	
	Main Ledger Expenditure (F)				
	Deposit Payments		1,219,486	3,883,369	එ.ස.ප- 4
	Advance payments		24,601,679	18,204,418	ACA 5
	Total Expenditure G =(D+E+F)2019		726,951,974	638,673,187	
-	Imprest Balance as at31' December= (C-G)		(365,712,087)	(349,748,996)	

3.2 Statement of Financial Position

ACA - P

As at 31 December 2021

Statement of Financial Position

	Note	Actual	
		2021 (Rs)	2020 (Rs)
Non-Financial Assets			
Property, Plant & Equipment	ACA 6	486,304,191	477,614,043
Financial Assets			
Advance accounts	ACA 5	58,110,226	52,735,948
Cash & Cash Equivalents	ACA 3		
Total Assets		544,414,417	530,349,991
Net Assets / Equity			
Net Assets		58,085,226	52,660,948
Property, Plant & Equipment Reserve		486,304,191	477,614,043
Current Liabilities			
Deposits Accounts	ACA 4	25,000	75,000
Imprest Balance	ACA 3		
Total liabilities		544,414,417	530,349,991

Details of Accounting Statements in above ACA format Nos. 1 to 6 presented in pages from 36 to 38 and Notes to accounts presented in pages from 39 to 40 are integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to be in agreement.

.....
 Chief Accounting Officer
 Name: Sunethra Gunawardhana
 Designation: Secretary
 Date: 2022.04.25

.....
 Accounting Officer
 Name: Chandana Ranaweera
 Arachchi
 Designation: Director of
 Social Services
 Date: 2022.04.25

.....
 Chief Financial Officer/Chief
 Accountant/Director(Finance)
 / Commissioner (Finance)
 Name: J.R. Denawaka
 Date: 2022.04.25

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flow for the period ending 31st December 2021

	Actual	
	2021 Rs.	2020 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue collected for other heads	10,785,902	9,640,540
Impress receipts	340,843,000	267,006,000
Recovery of advances	19,756,746	20,314,440
Deposit received	1,169,486	3,858,409
Total Cash generated from Operations (a)	372,555,134	300,819,389
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	294,472,253	233,382,394
Subsidies & Transfer Payments	39,145,670	32,336,751
Expenditure made on other heads	1,322,412	1,096,155
Impress Settlement to Treasury	-	-
Advance payments	24,143,239	20,228,994
Payment of deposits	1,219,486	3,883,369
Total Cash disbursed for Operations (b)	360,303,060	290,927,663
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(a)-(b)	12,252,073	9,891,726
<u>Cash Flows from Investing Activities</u>		
interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Recovery of advances		
Total Cash generated from Investing Activities (d)		

<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	12,252,073	9,891,726
Advance payments		
Total Cash disbursed for Investing Activities (e)	12,252,073	9,891,726
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(d)-(e)	(12,252,073)	(9,891,726)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) + (f)	(0)	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Deposits received	-	-
Total Cash generated from Financing Activities (h)	-	-
<i>Less - Cash disbursed for:</i>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Payment of deposits	-	-
Total Cash disbursed for Financing Activities (i)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(h)-(i)	-	-
Net Movement in Cash (k) = (g) -(j)	(0)	-
Opening Cash Balance as at 01" January	-	-
Closing Cash Balance as at 31st December	-	-

3.4 Notes to the Financial Statements - not applicable

3.5 Performance of the Revenue Collection – not applicable

3.6 Performance of Utilization of Allocation

Rs. ,000

Type of allocation	Allocation		Actual expenditure	Allocation utilization as a percentage (%) of final allocation
	Original allocation	Final allocation		
Recurrent	640,000	639,330	624,164	97.63%
Capital	100,000	100,670	76,967	76.46%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/District Secretariat/Provincial Council as an agent of the other Ministries/ Departments – not applicable

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets code	Code description	Balance as per Boar of Survey report as at 31.12.2021	Balance as per Financial Position report as at 31.12.2021	Yet to be accounted	Reporting progress as %
9151	Building and Structures	-	28,570	-	-
9152	Machinery and Equipment	-	144,579	-	-
9153	Land	-	-	-	-
9154	Intangible Assets	-	19,800	-	-
9155	Biological Assets	-	-	-	-
9160	Work in Progress	-	313,135	-	-
9180	Leased Assets	-	-	-	-

* The valuations of the lands and buildings belonging to the department have been requested from the Valuation Department and action will be taken to record them in account as the said valuations are received.

3.9 Auditor General's Report

Accounting Officer,
Department of Social Services.

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

1. Financial Statements

1.1 Qualified Opinion

The audit of the financial statements of the Department of Social Services for the year ended 31 December 2021 comprising the statement of financial position as at 31 December 2021, and the statement of financial performance and cash flow statement for the year then ended, was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act, No. 19 of 2018. This report contains my comments and observations on the financial statements to be presented to the Department of Social Services in terms of Section 11(1) of the National Audit Act, No. 19 of 2018. The report of the Auditor General will be presented in Parliament in due course in accordance with Article 154(6) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 10 of the National Audit Act, No. 19 of 2018.

In my opinion, except for the effects of the matters described in paragraph 1.6 of this report, the financial statements give a true and fair view of the financial position of the Department of Social Services as at 31 December 2021, and its financial performance and cash flows for the year then ended in accordance with Generally Accepted Accounting Principles.

1.2 Basis for Qualified Opinion

My opinion is qualified based on the matters described in paragraph 1.6 of this report. I conducted my audit in accordance with Sri Lanka Auditing Standards (SLAuS). My responsibilities, under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

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

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

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

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

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

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

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

- Appropriate audit procedures were designed and performed to identify and assess the risk of material misstatement in financial statements whether due to fraud or errors in providing a basis for the expressed audit opinion. The risk of not detecting a

material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- An understanding of internal control relevant to the audit was obtained in order to design procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Department’s internal control.
- Evaluate the structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Evaluate the overall presentation, structure and content of the financial statements including disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Accounting Officer regarding, among other matters significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

1.5 Report on Other Legal and Regulatory Requirements

I express the following matters in accordance with Section 6 (1) (d) of the National Audit Act, No. 19 of 2018.

- (a) The financial statements are consistent with the preceding year.
- (b) The recommendation mentioned in Paragraph 1.6.1.1 (e) relating to the financial statements of the preceding year had not been implemented.

1.6 Comments on Financial Statements

1.6.1 Statement of Financial Position

1.6.1.1 Non-financial Assets

The following observations are made.

- (a) The opening balance of non-financial assets as at 01 January of the year under review had been shown as Rs. 430,274,243 in the statement of financial position whereas that value had been mentioned as Rs. 380,465,465 in the "SA 82" report of the Department of State Accounts thus observing a difference of Rs. 49,808,778. Contrary to Section 3.9 of the State Accounts Guidelines, No. 2021/02 relating to differences in the balance of non-financial assets, action had not been taken to reconcile the balance of the books of the Department with individual ledgers of the Treasury accounts thereby failing to maintain accuracy in accounting the non-financial assets.
- (b) The capital expenditure of Rs. 49,691,458 incurred in the year under review on constructions and buildings, and work in progress, had not been brought to accounts under non-financial assets.
- (c) Although the buildings of the vocational training institutes, and centers for rehabilitation had guidance pertaining to the Department had been made use of after completing constructions, the cost incurred on constructions in the preceding years had been shown under work in progress in the financial statements. The costs incurred on the buildings the constructions of which had been completed, had not been identified and computed thus failing to show under buildings and constructions in the financial statements. As detailed schedules relating to the buildings and constructions, and non-financial assets had not been presented as at 31 December 2021, identification and computation of costs thereof could not be examined.
- (d) The non-financial assets of machines and machinery worth Rs. 128,579 purchased in the year under review, had not been brought to accounts under Property, Plant and Equipment in the statement of financial position.
- (e) Office equipment valued at Rs. 80,080 purchased in the preceding year for district offices, had not been shown under non-financial assets in the financial statements.
- (f) Although a period of over 10 years had elapsed since 05 lands in extent of 33 acres had been donated to the Department in order to establish vocational training institutes and centers for rehabilitation & guidance, those lands had not been brought to account as lands and buildings under non-financial assets after verifying the legal rights and assessing the lands with buildings thereon.
- (g) As the legal rights to lands where 11 vocational training institutes had been established, had not been vested in the Department and the value had not been assessed, the buildings constructed over 10 preceding years, had been omitted from the accounts without being brought to accounts as non-financial assets.

1.6.2 Failure to Maintain Books and Registers

The Department had not maintained the following registers, and it was observed in audit test checks that certain registers had not been maintained properly in an updated manner.

Name of Register	Regulation	Observation
Register of Losses and Damages	Financial Regulation 110(1)	Not maintained up-to-date
Vehicle Log Book (Form General 267)	Financial Regulation 1645 (a)	Not maintained up-to-date
Monthly Travel Summary (Form General 268(a))	Financial Regulation 1646	Not maintained up-to-date
Register of Counterfoil Books	Financial Regulation 341	Not maintained up-to-date
Inventories of Electrical Fittings	Financial Regulation 454(2)	Not maintained
Security Register of Officers	Financial Regulation 891	Not maintained up-to-date

2. Financial Review

2.1 Management of Impress

The value of impress that the Department had requested monthly during January – December 2021, totaled Rs. 626.07 million, and the value of impress given by the Treasury during the year, totaled Rs. 340.84 million. Of the impress requested, Rs. 285.23 million or 45.56 per cent had not been provided for the Department. As such, the net provision allocated for achieving the objectives of the Department, could not be utilized efficiently thus having an adverse impact on the performance of the Department.

2.2 Management of Expenditure

The following observations are made.

- (a) The value of provision made through annual estimates for the 05 recurrent Objects of 1203, 1401, 1403, 1506 and 1202, totaled Rs. 9,800,000. Provision totaling Rs. 2,135,000 under those Objects had been transferred to other Objects

in terms of Financial Regulation 66, but the savings under the said Objects ranged between 9 – 54 per cent, thus observing that those Objects had been over-provisioned, and recurrent expenses had been overestimated.

- (b) Due to inadequacy of annual estimated provision of Rs. 358,200,000 made for 09 recurrent Objects, provision made for other Objects totaling Rs. 42,500,000 had been transferred. As annual estimated provision of Rs. 250,350,000 made for 14 recurrent Objects had been saved, such provision had been transferred to other Objects.
- (c) The provision made for 03 Objects relating to activities included in the Action Plan for the year 2021 and 03 other Objects relating to activities not included in the Action Plan, amounted to Rs. 14,500,000 and Rs. 800,000 respectively. A sum of Rs. 4,866,444 representing 28 – 73 per cent of the provision amounting to Rs. 14,700,000 made for 04 of those Objects, along with 100 per cent of the total provision of Rs. 600,000 made under 02 Objects had been saved without being utilized as at 31 December 2021.

2.3 Incurring Liabilities and Commitments

The following observations are made.

- (a) The liabilities and commitments incurred should have been disclosed in terms of Paragraph 3.3 of the Guideline 2021/03 of the Department of State Accounts dated 26 November 2021 and Financial Regulation 94 of the Democratic Socialist Republic of Sri Lanka. Nevertheless, the liabilities and commitments incurred under 05 Objects as at 31 December 2021 to the value of Rs. 2,433,292, had not been shown in the statement of liabilities and commitments.
- (b) Savings of provision under 06 Objects totaled Rs. 2,334,751, and the total of liabilities under those Objects totaled Rs. 8,249,966 as at 31 December 2021. As such, the value of liabilities in excess of provision, amounted to Rs. 5,915,215.
- (c) According to provisions under Paragraph 02 (d) of the State Accounts Circular, No. 255/2017 dated 27 April 2017, all liabilities which are related to the particular financial year should be settled within the year, and no liabilities should be carried forward to the next year with the objective of setting during that year.

However, it was observed that there existed liabilities valued at Rs. 32,770 under 03 Objects that had not been so settled over a period of 01-02 years thus failing to properly follow the provisions of Financial Regulation 211 of the Democratic Socialist Republic of Sri Lanka.

2.4 Certification of the Chief Accounting Officer /Accounting Officer

The Chief Accounting Officer/Accounting Officer should certify the following matters in terms of provisions set out in Section 38 of the National Audit Act, No. 19 of 2018. However, it had not been so done.

- (a) The Chief Accounting Officer and the Accounting Officer should ensure that an effective internal control system for the financial control exists in the Department, and carry out periodic reviews to monitor the effectiveness of such systems, and accordingly make any alterations as required for such systems to be effectively carried out. Such reviews should be carried out in writing, and a copy thereof should be presented to the Auditor General, but no statements had been furnished to the Audit that the reviews had been carried out.
- (b) The Chief Accounting Officer and the Accounting Officer should ensure that an effective mechanism exists to conduct an internal audit, but that requirement had not been met in accordance with the observation mentioned in Paragraph 5.1 of the report.

2.5 Non-compliances with Laws, Rules, and Regulations

The following observations are made.

Reference to Laws, Rules, and Regulations	Non-compliance
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(a) Financial Regulations of the Democratic Socialist Republic of Sri Lanka.	
(i) Financial Regulation 1646	Monthly summaries and running charts of the vehicles of the Department had not been made available to the Audit prior to 15 th day of the ensuing month after submission of the reports by the officer in charge of vehicles.

- | | |
|---|---|
| (ii) Financial Regulation 104(3) | Action had not been taken to conduct an inquiry on damages sustained by a van of the Department following an accident and present the preliminary report. |
| (iii) Financial Regulation 757(2) | Necessary action had not been taken on shortages and excesses identified in the annual survey on stores during the year under review and 03 preceding years. Despite being pointed out in the audit reports during the preceding years that prompt action be taken in that regard, no attention had been brought thereon. |
| (b) Paragraph 2.2 of Circular, No. DMA/HT/2015/01 of the Department of Management Audit dated 10 February 2016. | Action had not been taken to conduct a physical survey on the vehicles of the Department in the year under review and 05 preceding years. |

2.6 Irregular Transactions

Instructions had been given under Paragraph 4.1 of the Public Finance Circular, No. 02/2020 dated 28 August 2020 that telephone bills of the relevant officers be reimbursed subject to a maximum value of Rs. 1000 per month. However, at the discretion of the Director, a monthly telephone allowance of Rs. 1000 had been paid from September 2020 to the Development Officers and Social Service Officers of the Department who had been attached to the vocational training centers established in affiliation to the District Secretariats, Divisional Secretariats, and hospitals. Accordingly, a telephone allowance totaling Rs. 5,593,000 had been paid comprising a sum of Rs. 238,000 paid to 238 officers in the year 2020, a sum of Rs. 4,695,000 paid to 391 officers in the year 2021, and a sum of Rs. 660,000 paid to 220 officers up to March 2022. Although approval of the Secretary to the Ministry had been sought in that connection on 08 January and 08 June 2020, no approval had been given and the Secretary had instructed that provisions of the said Circular be followed.

Furthermore, approval of the then Secretary to the Ministry had been sought to pay a monthly telephone allowance of Rs. 1000 to the Social Service Officers of the Department who had been attached to the vocational training centers, centers for guiding the children, and training centers for drug addicts, but it had been informed that the request had been approved. However, having obtained approval through a staff note from the newly appointed Secretary to the Ministry by misinterpreting Circular provisions whilst not disclosing the non-approval of the former Secretary to the Ministry on such a payment, a sum totaling Rs. 372,000 had been spent for paying the monthly telephone allowance to

31 officers during the period from March 2021 to March 2022. Accordingly, it is observed that a formal authority had not been vested for the payment of telephone allowance totaling Rs. 5,965,000 during the period of September 2020 – March 2022.

In addition to that, 433 officers of the Department had been provided with 489 Dialog mobile phone subscriptions in August 2020, and the Department had been held responsible for paying telephone charges. Of the said telephone allowance of Rs. 1000, only the monthly fixed charge for mobile phone subscriptions amounting to Rs. 306 had been recovered from the officers and paid to the Dialog company. The sum of Rs. 636,917 comprising Rs. 530,019 being the charges on telephone calls taken by the officers, and the late payment of Rs. 106,898 recovered during March – December 2021, had become an informal settlement of liabilities by the Department as at 31 December 2021.

2.7 Issue and Settlement of Advances

The following observations are made.

- a) A sum of Rs. 20,000,000 had been authorized through an Appropriation Act as being the minimum limit for the receipt of advances, but that limit had been decreased to Rs. 16,500,000 during the year under review whereas the actual receipts had increased to Rs. 19,000,457 in the year under review. The efficiency in the recovery of loans could not be achieved by imposing limits on receipts due to reasons such as, failure in drawing attention to revise the limit on receipts in relation to the increase, and inadequacy of targeted limit.
- b) A total loan balance of Rs. 850,460 receivable from 09 officers and employees not in service at the Department due to being transferred, deceased, retired or vacation of service, remained outstanding over a period of 01-05 years. However, no substantial measures had been taken either to recover or settle them.

2.8 Operating Bank Accounts

The following observations are made.

- a) Nine cheques valued at Rs. 25,244 deposited under a bank account during the period from 16 June 2020 to 15 September 2021, remained unrealized even by 31 December 2021, and the value of those cheques had been shown in the bank reconciliation statement as being deposits not credited to the account. Although a period of 03-18 months had elapsed, the value of those unrealized cheques had

not been recovered from the relevant parties or brought to accounts as being receivable.

- b) Twenty one direct deposits the value of which totaled Rs. 60,767 credited to the bank account during a period of 17 months from 31 August 2020 to 29 December 2021, had not been identified and brought to accounts.
- c) The outstanding cheques should be cancelled and brought to accounts as payables in terms of Financial Regulation 396 (c) of the Democratic Socialist Republic of Sri Lanka. However, it had not been so done with respect to 08 cheques valued at Rs. 270,766390 that had remained uncashed over a period of 06 months.

3. Operating Review

3.1 Performance

3.1.1 Planning

The annual Action Plan of the year 2021 for implementing the budget estimates approved in terms of Paragraph 03 of the Public Finance Circular, No. 02/2020 dated 28 August 2020, should have been prepared and approved by the Chief Accounting Officer prior to 15 December of the current year. Nevertheless, action had not been taken to prepare the annual Action Plan for the year 2021 and obtain approval thereon as at that date.

Attention had not been drawn in the Action Plan to implement programs and projects in order to achieve the following objectives of the Department.

- To involve in minimizing the problems faced daily by the community with disabilities and empower them.
- Acceptance and promotion of sign language.
- In-house rehabilitation of drug addicts, providing them with vocational training and socializing.
- To provide correct guidance for those suffering from various social issues.

3.1.2 Activities Contrary to Main Functions

Expenses totaling Rs. 660,690 had been incurred by misusing the annual provision made for the Department to construct the office of the project to promote employment opportunities of the disabled that had been implemented by the State Ministry of Primary Health Care, Epidemics and COVID Disease Control in agreement with the Japan International Cooperation Agency. The provision allocated under Objects 1401 and 1403 relating to transport, electricity and water had been transferred in terms of Financial Regulation 66 to fund this project.

3.1.3 Failure to Achieve the Outcome

The following observations are made.

- a) The activities such as, the national operating committees had been deactivated during the 27 preceding months under the community-based national programme for rehabilitating the disabled implemented with the objective of rehabilitating the people with disabilities, reviewing the progress of social service programs, standardizing the products of the persons with disabilities, and introducing the market, had not been carried out; and hence, the objectives such as, failure to take favorable decisions at national level relating to the development, education and economic and social aspects of the disabled; weakness of the productivity and efficiency in implementing the programs; identification, and standardizing of products manufactured by the disabled; providing training; selection of products; and exposing the products to the national level, could not be fulfilled. Furthermore, provision totaling Rs. 12,500,000 had been made for the year under review in order to implement community-based programs, but only Rs. 7,703,248 had been released therefrom for 25 divisions of the District Secretariats whereas the balance provision of Rs. 4,796,752 had not been utilized. Moreover, the progress in implementing programs using the provision so released, could not be evaluated and reviewed as well.
- b) In order to construct a caring home for the psychiatrically disabled women at the premises where the Jayawiru Sevana Caring Home, and Jayawiru Samadhi Rehabilitation Center, Puwakpitiya had been established, a total provision of Rs. 75 million comprising Rs. 35 million allocated in the year 2018 and Rs. 40 million provisioned in the year 2019, had been made. Of the provision so made, only a sum of Rs. 44.18 million had been utilized on constructions even by 31 December 2019. As the provision amounting to Rs. 30.82 million had not been utilized and the delay in

construction works, provision amounting to Rs. 9.98 million had again been made in the year 2020, and a sum of Rs. 8.78 million had been utilized therefrom. The works such as, construction of canals to allow the flow of spring water, lavatories, well and the water tank for supplying drinking water, and the kitchen had been planned to execute under Stage II, but only the water tank had been constructed at an expenditure of Rs. 1.14 million. Furthermore, a sum of Rs. 2.65 million had been spent for purchasing the furniture. As the security of the women with psychiatric disabilities had been compromised due to reasons such as, overflow of lavatories during rainy seasons, incomplete constructions, delays in construction works, detention of drug addicts, and establishment of Jayawiru Samadhi Rehabilitation Center, the caring home for the psychiatrically disabled women had not been established in the building that had been constructed. There were deficiencies in the project and the planning process thereof. The building constructed at an expenditure of Rs. 54.48 million along with the furniture purchased at a cost of Rs. 2.13 million remained idle over a period of 02 years; and the benefits expected from the project could not be gained.

3.1.4 Delays in Implementing Projects

The following observations are made.

- a) It had been scheduled to establish the “Sithijaya” center in Hambanthota in the year under review for providing guidance to facilitate the skills development of children with disabilities after being identified in their early childhood. However, the commencement of the center had been postponed to the year 2022.
- b) The construction works of the skills development center in Kottawa had been completed in the year 2020 in view of commencing its operations during the year under review to prepare the youth in the age group of 13-19 years for their vocational training activities in the future. Nevertheless, the training activities thereof had not been commenced in the year under review and postponed to the year 2022.
- c) The construction works of the vocational training center in Kilinochchi that had been commenced in the year 2017 to provide vocational training in Tamil medium for the disabled youth living in Northern and Eastern provinces, had not been completed even by 30 April 2022. Hence, the vocational training activities could not be commenced in the year under review as had been targeted.

3.1.5 Annual Performance Report

The annual Performance Report should have been prepared as per the Format given in Guideline 14 issued by the Department of Public Finance in accordance with Section 10.2 of the Public Finance Circular, No. 02/2020 dated 28 August 2020. The following observations are made in that connection.

- (a) The performance and progress in achieving the target to ensure the rights and equity of targeted community by the year 2030 in line with the vision of the Department, had not been mentioned in the Performance Report.
- (b) Nature of the communities who had been neglected and marginalized at present in Sri Lanka, statistics on their population and geographical locations, estimated data on annual growth of the community, and data and detailed statistics relating to the communities empowered annually by the Department and other institutions, had not been made available through the Performance Report in an analytical manner.
- (c) Instead of showing the progress in achieving the outcome, the output reached had been shown as being the progress in performance in the annual Performance Report.

3.2 Procurements

According to the instructions given in Paragraph 04 of the Public Finance Circular, No. 02/2020 dated 22 August 2020, the annual Procurement Plan relating to the implementation of recurrent and capital programs in the ensuing year, should have been prepared prior to 10 December of the current year. However, that Plan had been prepared after a lapse of 02 months on 15 February 2021. Furthermore, action should have been taken to obtain approval of the Chief Accounting Officer for the Procurement Plan and forward a copy of the Procurement Plan so approved to the Auditor General. Nevertheless, it had not been so done.

3.3 Management of Assets

The following observations are made.

- (a) The annual survey on stores for the year 2021 had been concluded by 31 March 2022 in terms of Financial Regulation 756 of the Democratic Socialist Republic of Sri Lanka. However, a copy of the report of the Board of Survey had not been furnished to the Auditor General contrary to provisions under Financial

Regulation 757. Action had not been taken with respect to the recommendations of the Board of Survey relating to the shortages, excesses, and disposals identified in the survey of the year under review. Furthermore, no action had been taken to correct the balances of the books and accounts by implementing the recommendations of the Board of Survey relating to 03 preceding years.

- (b) A number of 22,460 copies of 07 types of books, magazines and papers published by the Department at a cost of Rs. 290,998 had been kept in the stores without being made use of over a period of 05 years.
- (c) A number of 288 books including poem books, translations, and novels purchased at a cost of Rs. 130,815 in the year 2019 for libraries of the vocational training institutes, had been retained at the stores over a period of 02 years without being issued to the libraries.

3.4 Securities of the Government Officers

Securities should have been obtained from the officers administratively responsible for funds and assets of the Government as per Financial Regulation 880 of the Democratic Socialist Republic of Sri Lanka in accordance with the Public Officers (Security) Ordinance. However, of the 40 officers employed at the Department who had been eligible to give securities, only 06 of them had given securities. Progress in taking action in that regard remained poor. Furthermore, the amended report on all the officers required to give securities at the end of every 03 year period, and the revised report on officers no longer required to give securities, had not been prepared on Form General 183 and furnished to the Auditor General contrary to provisions given under Financial Regulation 892.

3.5 Losses and Damages

The following observations are made.

- (a) The estimated damage of Rs. 68,850 sustained by a vehicle of the Head Office in the year under review following an accident, had not been disclosed in the statement of losses and omissions. An inquiry had not been instituted on those damages in terms of Financial Regulation 104 (1) of the Democratic Socialist Republic of Sri Lanka, nor had action been taken to report on the losses and damages.

- (b) The television set valued at Rs. 50,000 that had been misplaced following a theft occurred in the year under review at the vocational training center in Seeduwa, had not been disclosed in the statement of losses and omissions.
- (c) Six items of machines and machinery valued at Rs. 70,800 had been misplaced due to a theft occurred in the preceding year at the vocational training center in Ragama. That loss had not been mentioned in the statement of losses and omissions, and no action had been taken in that regard as per Financial Regulation 104.
- (d) Twenty four items of consumables kept in the stores without being used for a period of 03-08 years had become damaged due to being obsolete and decayed. The damaged stocks had not been mentioned in the statement of losses and omissions. Action had not been taken to compute the damages and write off from the books in terms of Financial Regulation 108.

3.6 Management Inefficiencies

The following observations are made.

- (a) It had been decided in the year 2018 as per the Assets Management Circular, No. 01/2018 of the Treasury dated 2018.03.19 that the van parked at the vocational training center in Amunukumbura over a period of 02 years during 2016-2018 without being used, be disposed. However, having decided in the year 2019 that the said van was still usable after being repaired, the van remained parked over a period of 03 years without being repaired, and the repairs were done in the year 2020. An expenditure of Rs. 320,020 had been incurred on the repairs though, the van remained unusable even by 30 April 2022. It was observed that additional repairs on the engine were necessary due to being parked over an extensive period of 05 years without running. As such, the expenditure incurred on repairs had become fruitless.
- (b) In the wake of Covid-19 pandemic, a sum of Rs. 787,000 had been spent comprising a sum of Rs. 5000 for each of 129 trainees of the training institutes of the Department to whom a bag of dry rations had been given instead of cooked food, and a sum of Rs. 2,000 given to each of 71 trainees. The inefficiencies observed in that connection included: failure to verify that the trainees had received the rations, failure to give the rations on time, failure to take follow-up action, failure to obtain performance reports, and failure to put in place a sufficient internal control mechanism.
- (c) A Cab handed over to the Department on 08 September 2019 by the Ministry of Social Empowerment under which the Department of Social Services had functioned, remained idle without running for 02 years. Following the request of the State Ministry of

Community Police Services and the discretion of the Director, that Cab had been handed over to the said State Ministry on 15 September 2021. Due to lack of vehicles for the Department to function, attention had not been drawn to use the Cab after being repaired; instead, the vehicle had been vested in an another Ministry. During that time, the requirement of a vehicle had been informed to the vocational training center in Wattegama, but attention had not been drawn thereon.

- (d) As a motorcycle given to the vocational training center in Thelabuyaya had not been repaired, the motorcycle remained idle without being used since January 2021.
- (e) Even after a longer duration, the legal rights to the lands where 14 vocational training centers, rehabilitation centers, and centers for guidance had been established over 65 years from 1956 to 2021, could not be acquired. Despite being stated that 07 of those lands had been taken over, it had not been done so, but observed that only the enjoyment thereof had been acquired. The preliminary requirements for taking over such as, assessment of lands, surveying, and preparing survey plans, had not at least been fulfilled. The Department had not drawn its attention on the guidelines introduced through Assets Management Circular Nos. 04/2018 and 02/2019. Furthermore, Government funds over Rs. 500 million had been spent during the 05 preceding years on construction and modification of buildings without acquiring the legal rights formally.
- (f) As for the Development Officers being attached to the vacant posts of Social Service Officer, 23 Development Officers had been appointed on long term basis either in acting capacity or cover the duties of the post of Social Service Officer, and a sum totaling Rs. 867,153 had been paid as allowances. Development Officers had been appointed in excess of the approved cadre in the post of Social Service Officer, thus resulting in excess officers, and instead of attaching the excess Development Officers, they had been appointed either in acting capacity or to cover the duties, thus observing that action had not been taken to ensure productivity and efficiency in controlling expenditure.
- (g) The monthly lease rent for the Head Office of the Department that had been established in an area of 2500 square feet at terminals A and B at second floor of Stage II building of Sethsiripaya owned by Urban Investment and Development Private Limited, amounted to Rs. 2,654,142; and, a lease rent of Rs. 18,578,994 for June – December 2020 had been paid whilst Rs. 28,064,849 had been paid for January – December of the year under review thus paying a total of Rs. 46,643,843. Furthermore, provision had not been allocated during the relevant year to pay lease rents for the period June – December 2020. However, in order to pay the outstanding lease rents in the year under review, the provision made under the Object No. 1508 (other), had been transferred. To obtain buildings on rent, action had been taken contrary to provisions of the Government Procurement Guidelines

- 2006. The activities such as, obtaining an assessment from the Chief Valuer of the Government for deciding on the lease rent in terms of Financial Regulation 835 (2)(c) of the Democratic Socialist Republic of Sri Lanka, obtaining approval of the Secretary to the Ministry of Primary Health Services for Covid Control, entering into lease agreements in terms of Financial Regulation 853 (3), and providing the Auditor General with a copy of the lease agreement, had not been done. Furthermore, the lease rents paid for the buildings, included service charges totaling Rs. 15,220,140, and no attention had been brought to determine a fair and minimum lease rent by considering those service charges.

4. Sustainable Development -----

4.1 Recognition of Sustainable Development Goals -----

It was observed that sustainable development strategies had not properly been in line with vision, mission and targets of the Department in accordance with Annexure 02 of the Circular No. PS/SP/SB/C/22/2019 of the Presidential Secretariat dated 03 October 2019.

Nevertheless, 03 sustainable development goals and 11 sustainable development targets had been recognized inclusive of , providing the disabled with vocational training opportunities and ensuring entry to all the levels of education, providing productive employment opportunities for all of the youth with disabilities by the year 2030, and empowerment and promotion of economic & political interaction of the disabled community by the year 2030.

4.2 Progress in Achieving the Sustainable Development Goals -----

- (a) Due to failure in fulfilling the objective of providing the disabled with vocational training opportunities and ensuring entry to all the levels of education and 05 activities targeted thereunder, modernizing the vocational training courses, and awarding certificates on par with NVQ, there existed no progress. The progress in the performance of achieving the targets relating to providing vocational training and skills development of the disabled, construction of new vocational training centers, and assisting to minimize the disabilities of the children in early childhood, remained as average as 60 per cent.
- (b) Due to failure in taking action to achieve the target of guiding and coordinating the persons with disabilities to be self-employed or finding employment at institutions in order to fulfill the development objective of providing suitable job opportunities for the disabled youth by the year 2030, there existed no progress whatsoever.

5. Good Governance

5.1 Internal Audit

Internal audits of the Department had been carried out by a limited staff comprising the Chief Internal Auditor and 03 Development Officers. It was observed that sufficient internal audits had not been carried out in the year 2021 in order to verify the implementation of programs and making of effective, efficient and expedited policies through innovative approach; and securing and empowering the rights of targeted groups by achieving the expected outcome thus ascertaining the accuracy of executing the financial and operating activities, and the methodologies, policies and practices followed in that connection.

6. Human Resource Management

6.1 Approved Cadre and Actual Cadre

Particulars on the actual cadre and vacancies under the approved cadre and categories of services in the Department as at 31 December of the year under review, are as follows.

Category of Service	Approved	Actual	Vacant
-----	-----	-----	-----
Senior	09	08	01
Tertiary	491	259	232
Secondary	170	115	55
Primary	116	100	16
Total	<u>786</u>	<u>482</u>	<u>304</u>

The following observations are made in this connection.

- (a) There existed 61 vacancies including 05 posts of Officer in Charge under tertiary level which was pivotal for the Department in achieving its objectives, 50 posts in the secondary level such as, Translator, Physiotherapist, Professional Therapist, Speech Therapist, Work Manager, Professional Consultant, Sign Language Translator, Preschool Teacher and House Keeper, and 06 posts under the primary services namely, Chef, Child Development Assistant, Assistant Chef, and Attendant. No substantial measures had been taken during the preceding 05 years to fill those vacancies. Although applications had been called in the year 2020 to fill the 05 vacant posts of Officer in Charge, no recruitments have so far been made due to long delays that had occurred during the process.

- (b) A number of 225 vacancies in the post of Social Service Officer existed under the tertiary level representing 47 per cent of the approved cadre. The Department had not brought attention to make recruitments to the vacancies that had increased over longer periods due to retirement of officers; instead, Development Officers had improperly been attached to execute duties of the vacant posts.
- (c) In the context wherein the 200 Development Officers (social services) recruited in the preceding years despite the post not in the approved cadre, had executed the duties in the post of Social Service Officer, 137 more Development Officers had been recruited for the subject of adult rights promotion officer; and as those posts had not been in the approved cadre, they had been reappointed to execute the duties of Social Service Officer. As such, there were 480 Social Service Officers having exceeded the approved cadre by 112. However, had the Development Officers been recruited in accordance with decisions and policies of the Government, the approved cadre should have been revised, but it had not been so done.
- (d) The Department had not brought attention to attach the Development Officers to execute the duties in the post of Social Service Officer in a manner not exceeding the approved cadre by considering the productive employment of Development Officers recruited in accordance with decisions and policies of the Government. Nevertheless, it is observed that executing the duties of the Social Service Officers by the Development Officers would give rise to controversial issues among the posts and Service Minutes.
- (e) Approval had been obtained informally to make recruitments on short term and contract basis to 09 posts of Professional Consultant under secondary level and 09 posts of Rehabilitation Assistant under primary services. Despite the lapse of over 05 years, no action had been taken to approve those posts under the permanent staff by taking into account the service requirements. Furthermore, 07 posts of Professional Consultant and 05 posts of Rehabilitation Assistant remained vacant as at 31 December 2021. Accordingly, fulfilling the objectives of the Department had been adversely affected due to failure in taking action to fill the vacancies under secondary, tertiary, and primary categories.

K. C. P. Senaratne
Senior Assistant Auditor General
For Auditor General .

Chapter 04

Performance Indicators of the Institution

4.1 Performance indicators of the institution (based on the action plan)

Specific indicators	Actual output as a percentage (%) of the expected output		
	90% - 100%	75% - 89%	50% - 74%
01. No. of persons with disabilities who have participated in the Welfare and Development Program for the disabled persons			√
02. Number of visually handicapped persons who have benefited under the Visually Handicapped Rehabilitation Trust Fund		√	
03. Number of daily allowances paid to vocational training receiving disabled youth and service seekers of voluntary organizations			√
Number of persons with disabilities rehabilitated / benefited under Community Based Rehabilitation Program (CBR)	√		
05. Construction of Vocational Training Center, Kilinochchi			√
06. Construction of Vocational Training Centers in Batticaloa	√		
07. Construction of the Care Center for the Intellectually Disabled Persons at Puwakpitiya			√
08. Number of trainings conducted under the capacity building training program of the officers	√		

Chapter 05

Performance of the achieving Sustainable Development Goals (SDG)

5.1 Identified sustainable development goals (SDG)

Identified sustainable development goals	Target	Achievement indicator	Percentage		
			0 – 49%	50 – 74%	75 – 100%
4.5 Provide access to vocational training for persons with disabilities and ensure access to all levels of education.	Provide vocational training and skills development for 665 persons with disabilities aged 16-35 years	No. of male and female youth who completed vocational training - 344		√	
	Modernization of Vocational Training Courses and Issuance of NVQ Level Certificates - 30	Number of courses for which NVQ level obtained - 07	√		
	Providing tool kits for trainees who have successfully completed vocational training - 191	Number of trainees who were provided with tool kits - 190			√
	Opening of 02 Newly constructed Vocational Training Institutes	Number of New Vocational Training Institutes Opened - 01		√	
	Intervention to reduce the disability in 150 children with disabilities in early childhood	Number of children with disabilities for whom intervention was made to minimize disability - 93		√	

10.2 Empowering and promoting the socio-economic and political inclusion of all by 2030, regardless of age, gender, disability, ethnicity, religion or economic or other circumstances.	Providing care for 75 persons with intellectual disabilities who have lost their parents and guardians	Number of persons with disabilities to whom care given - 76			√
	Opening of a new care center for the persons with disabilities	Number of New Care Centers Opened - 01			√
	Rehabilitation and socialization of 170 drug addicts	Number of rehabilitated drug addicts - 139			√
	Providing facilities for 468 visually impaired persons	Number of visually impaired persons for whom facilities provided -424			√
	Empowering the disabled community under the Community Based Rehabilitation Program Direct assistance - 133 Special Projects - 55	No. of persons empowered. Direct Assistance - 142 Special Projects - 48			√

5.2 Achievements and Challenges in Achieving the Sustainable Development Goals

The Department of Social Services, under the available provisions, prepares project and program plans annually under three Sustainable Development Goals. Desired goals were achieved under many programs planned for the year 2021, but achievement of the expected level of success in some programmes were affected by some obstacles. .

Due to the restrictions imposed owing to the COVID 19 epidemic, the institutions operating under the department had to close for a considerable period of time and had to perform their duties under a minimum staff, but it was possible to achieve significant successes even though the targeted achievement levels could not be reached.

Chapter 06

Human Resource Profile

6.1 Cadre Management

	Approved cadre	Existing cadre	Vacancies / (surplus) **
Senior	09	08	01
Tertiary	491	259	*46
Secondary	576	462	*68
Primary	125	105	20

* Although cadre has been approved for 480 posts of Social Service Officers, which belong to the Tertiary level, the vacancies of the said post can only be filled by appointing the Social Development Assistants of MN4 salary category to the post of Social Service Officer and on the cessation of the Development Officer posts which have been approved to be personally applicable to the holders of the post.

*Similarly, since the posts of Social Development Assistant and Development Officer of MN 4 category belonging to the secondary level have been approved to be personally applicable to the holders of the post, the vacancies being created in those posts cannot be filled. Therefore, the actual number of the vacancies of the tertiary level and the secondary level has been indicated here.

Staff of the Department of Social Services as at 31.12.2021

Designation	Service	Class	Salary level P.A.C .03/2016	Approved number	Existing number	Vacancies
Director	S.L.A.S.	I	SL 1	1	1	0
Additional Director	S.L.A.S.	I	SL 1	1	1	0
Chief accountant	S.L.Ac.S.	I	SL 1	1	1	0
Chief Internal Auditor	S.L.Ac.S.	I	SL 1	1	1	0
Accountant	S.L.Ac.S.	II/ III	SL 1	1	1	0
Deputy Director/ Assistant Director	S.L.A.S.	II/ III	SL 1	3	2	1
Social Welfare Superintendent	Departmental	I /II/ III	SL 1	1	1	0
Administrative Officer	G.M.S.O. (Supra)	Super Grade	MN 7	1	0	1

Officer in Charge	Departmental	Special	MN 7	10	4	5
Social Service Officer	Departmental	I /II	MN 5	480	255	40
Social Development Assistant *	Associated services	I /II/ III	MN 4 MN 4	200	1	
Development Officer ***#	D.O. Service	I /II/ III		184	200	
Development Officer (Elders)			MN 4		137	
Visually Handicapped Development Officer	Departmental		MN 4	13	7	6
Amateur translator	Associated services		MN 4	1	0	1
Physiotherapist	Supplementary medical service	I /II/ III	MT 6	1	0	1
Vocational therapist	Supplementary medical service	I /II/ III	MT 6	1	0	1
Speech Therapist	Departmental	I /II/ III	MT 6	1	0	1
Work Manager	Departmental	I /II/ III	MT 3	5	0	5
Vocational Counselor	Departmental	I /II/ III	MT 1	65	48	17
Vocational Counselor	Contract			9	2	7
Information and Communication and Technology Assistant	SL.I.C.T.A service	I /II/ III	MT 1	1	1	0
Public Management Assistant	G.M.S.O service	I /II/ III	MN 2	48	43	5
Sign Language Interpreter	Departmental	I /II/ III	MN 2	26	6	20
Preschool teachers	Departmental	I /II/ III	MN 1	3	3	0
Warden	Departmental	I /II/ III	MN 1	18	14	4
Driver	Driver service	I /II/ III	PL 3	13	11	2
Cook	Departmental	I /II/ III/special	PL 2	9	5	4
Child Development Assistant	Departmental	I /II/ III/special	PL 1	5	5	0
Cook Assistant	Departmental	I /II/ III/special	PL 1	15	13	2
Attendant	Departmental	I /II/ III/special	PL 1	32	32	0
Office employee	Office Employees service	I /II/ III/special	PL 1	42	34	8
Rehabilitation assistant	Contract		PL 1	9	5	4
Total				1201	834	135

* Subject to non-filling of vacancies

** Subject to subsequent termination and to be personally applicable to the holder

*** Being absorbed in to the Development Officer Service Minute

6.2 How the lack/surplus of human resource has affected the performance of the institution.

There is an overall staff shortage within the approved cadre for the Department of Social Services. However, there is a surplus of Development Officer posts due to the appointment of newly appointed Development Officers by the Ministry of Public Administration to the Department of Social Services. However, although there is a surplus against approved cadre, the human resources have been effectively utilized through the duties performed by them, due to the fact that the said appointed Development Officers have been attached to the National Secretariat for the Elders to perform its duties.

Many vacancies in the staff could not be filled due to the restriction of government expenditure due to the COVID epidemic. Therefore, action was taken to mobilize the existing human resource reasonably as per the requirements to achieve the desired level of performance through efficient and effective performance of the functions of the Department.

6.3 Human Resource Development

Name of programme	No. of employees trained	Programme duration	Total investment (Rs.)	Nature of the programme (local/foreign)	Output/ Knowledge gained
Knowledge updating training on Financial Regulations (Online Training)	36	01 day	25,987.50	Local	Knowledge of financial regulations becoming up-to-date
Knowledge updating training on Establishments Code and Procedure Rules (Online Training)	24	01 day	22,725.00	Local	Knowledge of Establishments Code becoming updated
Training on the implementation of the concept of productivity	40	01 day	10,013.50	Local	Knowledge of implementing the concept of productivity within the organization
Government Disciplinary Procedure (Online Training)	1	03 days	5,000.00	Local	Knowledge of government disciplinary procedure
Training on stores management, annual board of survey and asset management (Online training)	41	01 day	37,786.12	Local	Knowledge of stores management, annual board of survey and asset management

Name of programme	No. of employees trained	Programme duration	Total investment (Rs.)	Nature of the programme (local/foreign)	Output/ Knowledge gained
Social Welfare Policy and Administration (21 officers physically and 169 officers through the online system)	190	01 day	14,330.50	Local	Knowledge of social welfare policies
Training on "Role and Attitude Development of the officers of the Office Employees Service" (Online Methodology)	27	01 day	31,387.50	Local	Attitude development
Preparation of project reports (Sinhala medium) (online method)	57	01 day	29,700.00	Local	Knowledge of preparation of Project Reports - Sinhala Medium
Training on Government Procurement Procedure (Online Method)	62	06 hours	31,050.00	Local	Knowledge of Government Procurement Procedure
Preparation of project reports (Tamil medium) (online method)	47	01 day	28,350.00	Local	Knowledge of preparation of project reports - Tamil Medium
Business Planning (Sinhala Medium) - Workshop-01 (Online Methodology)	60	01 day	29,700.00	Local	Knowledge of Business Planning - Sinhala Medium
Master of Public Management (MPM) Programme 2020-2022 - Mrs. N.G.P.G. Samarawickrema (Deputy Director (Administration))	1	02 years	343,500.00	Local	Knowledge of public management
Business Planning (Tamil Medium) (Online method)	47	01 day	28,350.00	Local	Knowledge of Business Planning - Sinhala / Tamil Medium
Business Planning (Sinhala Medium) - Workshop-02 (Online Methodology)	60	01 day	29,700.00	Local	
Formal Letter Writing Skills (Online)	7	03 days	35,000.00	Local	Knowledge of writing letters in English
Training on preparation of salary of public officers (Online)	10	01 day	50,000.00	Local	Knowledge related to government salary processing
Ms-Acess (Online)	1	01 day	2,000.00	Local	Computer knowledge
Advanced Ms-Excel Skills (Online)	3	02 days	10,500.00	Local	Computer knowledge

Name of programme	No. of employees trained	Programme duration	Total investment (Rs.)	Nature of the programme (local/foreign)	Output/ Knowledge gained
Acquisition of Government Lands (Online Method)	20	01 day	28,845.00	Local	Knowledge of the methodology of acquisition of government lands
Spiritual Development Program	60	04 hours	18,480.00	Local	Spiritual development of officers
Advance B Account (Online)	1	01 day	3,750.00	Local	Knowledge of accounts
Post Graduate in Sociology - Mrs. Irosha Udayangani - Development Officer (Phase II)	1	01 year	25,000.00	Local	Knowledge of the subject of Sociology
Post Graduate Degree in Sociology Mrs. Rasika Welgama - Development Officer (Second Phase)	1	01 year	25,000.00	Local	Knowledge of the subject of Sociology
Diploma Course in Counseling - Mr. S.W.M.M. Semasinghe (Development Officer - Mahakumbukkadawala DS) (Second Phase)	1	02 years	25,000.00	Local	Knowledge of counseling
Computer Training (Online) - (For Field Officers)	60	03 days	77,737.50	Local	Computer knowledge
Training in Research Methodology (Online Methodology)	60	01 day	36,450.00	Local	Knowledge of preparing research papers
Orientation programme – Vocational instructor, warden, pre-school teacher (online method)	12	03 months	36,600.00	Local	Knowledge of the functions and learning methods of vocational training institutes
Computer Training (Online) - For Vocational Training Institute Officers	60	03 days	77,737.50	Local	Computer knowledge
Basic First Aid Training - For Puwakpitiya Institute Officers	26	01 day	25,500.00	Local	Knowledge of how to provide basic first aid
Two day workshop to promote staff contribution to corporate development	15	02 days	93000.00	Local	Development of leadership skills
Sign Language Training - Matale District	15	05 days	Under the financial contribution of an NGO	Local	Training in Sign Language
Sign Language Training - Anuradhapura District	17	06 months		Local	Training in Sign Language

Name of programme	No. of employees trained	Programme duration	Total investment (Rs.)	Nature of the programme (local/foreign)	Output/ Knowledge gained
Online Training Programme on Cyber Security	166	06 hours	Financial Contribution of Information Technology Agency of Sri Lanka (ICTA)	Local	Gaining knowledge on cyber security
Online Training on Child Disabilities	235	09 hours	Financial contribution of the MJF Charitable Foundation	Local	Knowledge of child development, identification of children with disabilities and actions to be taken to prevent their disabilities
JICA Knowledge Co-creation Programme capacity Development of Leaders with disabilities for (UNCRPD) Japan (Online)	01	24 days		Overseas	Knowledge of developing leadership skills of persons with disabilities
Online Training on Empowering Persons with disabilities and special needs (Singapore)	01	05 days		Overseas	Knowledge of empowering a community with special needs and disabilities
JICA ECCP Online Programme Intellectual and Development disabilities in Community Activities	02	08 days		Overseas	Knowledge of how to develop persons with disabilities through integration

6.3.1 Contribution of the training programs towards the performance of the institution

Under the Department of Social Services, more than 800 officers perform their duties throughout Sri Lanka at the district, divisional and institutional levels from the local level to the national level.

In order to deliver a better service to the community from these officers, their knowledge, skills and attitudes must be updated and regular training is essential. Department's performance can also be improved through provision of training.

Although training programs were planned at the beginning of the year to cover all the officers attached to the Department subject to the provisions provided through the National Budget for the year 2021, due to the COVID 19 epidemic that prevailed and the restriction on conducting programs by bringing officers together as per the Health Care Guidelines, some of the programs that were planned to be done in physical form could not be held during that time. In spite of these obstacles, training programs were conducted online with the participation of a majority of officers who were on duty from home, in order to continue the capacity building of the officers.

Chapter 07

Compliance Report

7.1 Compliance Report

No.	Applicable Requirement	Compliance status (complied/ not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
1	The financial statements/accounts have been presented by the due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts(Commercial Advance accounts)	Not applicable		
1.4	Stores advance accounts			
1.5	Special advance accounts			
1.6	Others			
2	Issue of books and registers (F.R. 445)			
2.1	The fixed assets register has been maintained and updated in terms of Public Administration circular No. 267/2018	Not complied	It has not been made mandatory by the financial statement circular	
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and updated	Complied		
2.3	Audit Query register has been maintained and updated	Complied		
2.4	Internal Audit query register has been maintained and updated	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Cheques and money order register has been maintained and updated	Complied		
2.7	Inventory register has been maintained and updated	Complied		
2.8	Stocks register has been maintained and updated	Complied		
2.9	Losses register has been maintained and updated	Complied		
2.10	Commitment register has been maintained and updated	Complied		
2.11	Counterfoil Books(GA – N20) register has been maintained and updated	Complied		

No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institution	Complied		
3.2	The delegation of financial authority has been communicated within the institution	Complied		
3.3	The authority has been delegated in such a manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4	Preparation of annual plans			
4.1	Annual action plan has been prepared	Complied		
4.2	Annual procurement plan has been prepared	Complied		
4.3	Annual internal audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the Department of National Budget	Complied		
4.5	Annual cash flow statement has been prepared and submitted to the Department of Treasury Operations on the due date	Complied		
5	Audit Quarries			
5.1	All audit quarries have been replied before the due date specified by the Auditor General	Complied		
6	Internal Audit			
6.1	In terms of financial regulation 134 (2) DMA/1 - 2019, internal audit plan has been prepared at the beginning of the year in consultation with the Auditor General	Complied		
6.2	All internal audit reports has been replied within one month	Not complied	Delay in obtaining information	Giving written and oral advice
6.3	In terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to Management Audit Department	Complied		
6.4	In terms of financial regulation No. 134(3), copies of all internal audit reports have been submitted to the Auditor General	Complied		

No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
7 Audit and Management Committees				
7.1	As per the Department of Management Audit Circular 1/2019, a minimum of 04 Audit and Management Committee meetings have been held within the year	Complied	According to the letter No. DMA / AMC / N / 2021/2 of the Department of Management and Audit dated 06.08.2021, exemption has been given from the requirement of holding 04 committee meetings.	
8 Assets Management				
8.1	As per the Paragraph 07 of the Asset Management Circular No. 01/2017, the information of purchase of assets and disposal has been submitted to Comptroller General's Office.	Complied		
8.2	A suitable officer has been appointed to coordinate the implementation of the provisions of the circular and details of the nominated officer has been sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	Board of Survey has been conducted and submitted relevant reports to the Auditor General on due date in terms of the Public Finance Circular No. 05/2016.	Complied		
8.4	The excesses and deficits were disclosed through the annual board of survey and other relating recommendations, actions were carried out during the period specified in the circular.	Complied		
8.5	Disposal of the condemned articles has been carried out in terms of R. 772	Complied		
9 Vehicle Management				
9.1	Daily running charts and monthly summaries of the pool vehicles have been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles have been disposed of within less than 06 months after condemning	Complied		

No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
9.3	vehicle log books have been maintained and updated	Complied		
9.4	Action has been taken in terms of FR. 103,104,109 and 110 with regard to every vehicle accident	Complied		
9.5	Fuel consumption of the vehicles has been re-tested in terms of the provisions of the Paragraph 3.1 of the Public Administration Circular No. 2016/30 dated 29.12.2016.	Complied		
9.6	The absolute ownership of the leased vehicle had been transferred after the lease period.	Complied		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements have been prepared, got certified and made ready for audit by the due date.	Complied		
10.2	The dormant bank accounts that had existed in the year under review or since the previous years have been settled	Complied		
10.3	Action has been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those adjustments been made within one month.	Complied		
11	Utilization of provisions			
11.1	The provisions allocated have been without exceeding their limit.	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per FR 94(1)	Not complied	Due to not being controllable in some cases.	
12	Advances to the Public Officers Account			
12.1	The limits have been complied with	Complied		
12.2	A time analysis on the loans in arrears has been carried out	Complied		
12.3	The loan balances in arrears for over one year have been settled	Complied		
13	General Deposit Account			
13.1	Action has been taken in terms of FR. 571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits has been maintained and updated	Complied		

No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
14	Imprest account			
14.1	The balance in the cash book has been remitted to the Department of Treasury Operations at the end of the year	Complied		
14.2	The ad-hoc sub imprests issued as per FR. 371 have been settled within one month from completion of the task	Complied		
14.3	Ad-hoc sub imprests have been issued not exceeding the limit approved as per FR. 371	Complied		
14.4	Imprest account balance has been reconciled with the Treasury books monthly.	Complied		
15	Revenue account			
15.1	Refunds have been made from the revenue in terms of regulations.	Not applicable		
15.2	The revenue collection has been credited to the revenue account directly without crediting to the deposit account.	Not applicable		
15.3	Returns of arrears of revenue have been submitted to the Auditor General in terms of FR. 176	Not applicable		
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre.	Not complied	Due to the attachment of newly appointed Development Officers by the Ministry of Public Administration to the Department of Social Services	Necessary steps have been taken to have the excess Development Officer posts in the staff, by forwarding a A list of development officers employed exceeding the approved cadre and the FR.71 application to the Department of Management Services.
16.2	All members of the staff had been issued duty lists in writing	Complied		
16.3	All reports had been submitted to the Department of Management Services in terms of MSD circular No. 04/2017 dated 20.09.2017	Complied		

No.	Applicable Requirement	Compliance status (complied / not complied)	Brief explanation for non-compliance	Corrective actions proposed to avoid non-compliance in future
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not complied	Failure to implement duly	It has been planned to be implemented for the year 2022.
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responding Audit Paras			
2.01	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years had been rectified	Complied		