

வார்டிக வார்தாவ ஆண்டு அறிக்கை ANNUAL REPORT

2017

தார்டிக வார்தாவ அடிதாபன தாவதிகன் தாவ
தூன்றாம் திலைக்கல்வி, தாவழிற்கல்வி ஆணைக்குதூ
TERTIARY AND VOCATIONAL EDUCATION COMMISSION



திரதூதா தாவல்டித வார்தாவ தூதூதூ அலாதாவ
திறன்கள் அபிவிருத்தி தற்றூதூ தாவழிற்பயிற்சி அமைச்சு
Ministry of Skills Development and Vocational Training

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Information of the TVEC

Name of Institution : Tertiary and Vocational Education Commission

Name of Ministry : Ministry of Skills Development Vocational Training

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Narahenpita, Colombo 05

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Auditors : Auditor General
Auditor General’s Department
Baththaramulla.

Bankers : People’s Bank
YMBA Branch
Borella

Vision

Tertiary and Vocational Education with quality and relevance for all seekers

Mission

Establish and maintain of an efficient, effective and quality assured Tertiary and Vocational Education system to meet the socio-economic goals and the challenging global market needs.

Chairman's Message

In 2017 the Tertiary and Vocational Education Commission built on the many initiatives that were started the previous year, following the need for reform indicated by the Minister. The new Minister who took office in May 2017 also swiftly understood the need for reform and better attention to workplace needs and has promoted a range of targeted activities for this purpose.

The TVEC, which had been persuaded to take on mentoring the Skills Councils, set up under the Skills Sector Development Program (SSDP), worked effectively with three of them to introduce new employment oriented curricula. Unfortunately these have not been taken up by the training institutes as planned, since they continue to believe in supply driven education and invent several reasons for sticking with old formulas. They have also failed to increase the cadre of English and Soft Skills teachers, and unless the Ministry ensures radical change, the reform program will be doomed as was the case with previous efforts at reform, though promoted at great cost through international loans.

Fortunately the failure of the Vocational Training Authority to continue the excellent young Visiting Instructors after the end of 2017 has led the Ministry to insist on recruitment to permanent positions, which the VTA administration had resisted for over a year. The Ministry has also, as requested, set up Committees to coordinate Training and Trainer Training, and thus far there seem to be positive developments though it is too soon to affirm that these will be entrenched and as effective as is necessary.

Meanwhile efforts to introduce a new Act have continued, though we still await acceptance of our final draft by the Minister's Legal Adviser. However we have been able to work on the new Policy Document adopted by the TVEC in 2016, and the National Vocational Qualifications (NVQ) Operations Manual which was agreed on by the NVQ Steering Committee with the participation of all training institutes under the Ministry.

We also work closely with the National Youth Services Council and the National Youth Corps, though unfortunately they still continue under a different Ministry despite that Minister's advisors suggesting they be together with other training institutes for better coordination.

In addition to these, we have developed a close working relationship with the Sri Lanka Institute of Tourism and Hospitality Management, which was more useful for curriculum development than the existing Tourism Council which voted to dissolve itself. As it requested, we are also aiming to work more closely with the Ceylon Chamber of Commerce and also leading hotels. Cooperation with the Sri Lanka Bureau of Foreign Employment and the International Labour Organization continues satisfactory.

I should end by thanking the staff of the TVEC who have lived up to the many challenges they have faced in the last couple of years with much more expected of them. I am especially proud that they have been able to produce analyses better than those of expensive consultants, since we believe in enhancing our own capacity and ensuring sustainable reforms.



Prof. Rajiva Wijesinha
Chairman

Director General's Message

The Tertiary and Vocational Education Commission (TVEC), under the purview of Ministry of Skills Development and Vocational Training (MSDVT) is empowered by the Tertiary and Vocational Education (TVE) Act. 20 of 1990.

In accordance to the TVE Act and Development Plans the main functions of the TVEC are ensure the quality and standards of training institutions, conduct assessment for NVQ certification, maintain industrial relations, develop and implement training standards and also conduct research in TVE sector. In 2017, the TVEC with the support of registered training institutions has given an important contribution to national economy by creating highly skilled citizens to the country. With the view achieving vision and mission of the TVEC a series programs were implemented by the TVEC during the year under review.

Development of industry oriented National Competency Standards and allied documents, establishment of industrial liaison division, Mapping Non-NVQ qualification to NVQ qualification were the important among the programs implemented in 2017.

The online system for centre registration and course accreditation was in effect in 2017. Through this program training institutions and general public have been benefitted greatly while we contributed for the implementation of transparency and good governance. Importance decisions of the Commission, updated news and information were also published in the website of the TVEC.

In addition, the TVEC had carried out activities to fulfil the requirements stipulated under the e-governance and Right to Information Act (2016-12) thereby promoting of transparency, responsibility and good governance encouraged.

In the year 2017, we held 13 meetings of the governing council and complete the quorum at all meetings. I am satisfied with the achievement of all division of the TVEC in 2017. Further, in 2017 the total revenue earned by the institution was Rs.15.9 million. The estimated amount was Rs. 15.3. These funds have been credited to the General Treasury. Finally, I take this opportunity to thank Honorable Minister of Skill Development and Vocational Training, Secretary to the Ministry and Chairman of the TVEC for giving correct guidance to my staff.



Malkanthi Jayawardena
Director General

1.0 Introduction

The Tertiary and Vocational Education Commission (TVEC) has been established under the provisions of the Tertiary and Vocational Education (TVE) Act No. 20 of 1990. The TVEC has been functioning as a statutory body as per the provisions of the TVE Act (amendment) No. 50 of 1999 since 16th December 1999.

The general objects of the act are as follow:

- a. the planning, co-ordination and development of the tertiary education and vocational education at all levels in keeping with human resource needs of the economy;
- b. the development of a nationally recognized systems for granting of tertiary education awards and vocational education awards including certificates, and other academic distinctions; and
- c. the maintenance of academic and training standards in institutes, agencies and all other establishments providing tertiary education and vocational education.

2.0 Organization structure of the TVEC

The TVEC is functioning under the purview of Ministry of Skills Development and Vocational Training. The governing board of the TVEC is comprised of a Chairman and 17 other members appointed as per the provisions of the TVE (amendment) Act No.50 of 1999.

The composition of the governing board of the Commission during the year 2017 as follows:

Members appointed as per section 6(1) (h) of the Act

- | | | |
|----|---|------------|
| 1. | Prof. Rajiva Wijesinha
Tertiary and Vocational Education Commission | - Chairman |
| 2. | Mr. Kamal B. Siriwardhana
Member appointed by His Excellency the President | - Member |
| 3. | Mrs. R. A. D. R. Malani Peries
Member appointed by His Excellency the President | - Member |
| 4. | Dr. (Ven). Kirinde Assaji Thero
Member appointed by His Excellency the President | - Member |
| 5. | Mrs. Nirmalee V. Hettiarachchi
Member appointed by His Excellency the President | - Member |
| 6. | Mr. Buddhika Ruwan Madihahewa
Member appointed by His Excellency the President | - Member |
| 7. | Fr. N.A.H. Pinto
Member appointed by His Excellency the President | - Member |

8. Mr. Vadivel Puththirasigamoney - Member
Member appointed by His Excellency the President
9. Mr. J. Devapiran - Member
Member appointed by His Excellency the President
(From 07th December 2016)

Ex-officio members appointed as per sections 6(1) (a) to (g) of the Act;

- Mrs. Malkanthi Jayawardhane - Member
Director General, Tertiary and Vocational Education Commission
(TVEC)
- Dr. U. A.C. Athukorala - Member
Chairman, National Apprentice and Industrial Training Authority
(NAITA)
- Maj. Gen. Gamini Hettiarachchi (Retd.) - Member
Chairman, Vocational Training Authority of Sri Lanka (VTA)
- Mr. J.A. Ranjith - Member
Director General, Department of Technical Education and Training
- Dr. Hilary E. Silva - Member
Director General, Sri Lanka Institute of Advanced Technical Education
- Mr. Hemal Kasthuriarachchi - Member
Representative from the Ministry of Finance and General Treasury

New members appointed as per section 6(1) (h) of the Act (14th July 2017)

1. Prof. Rajiva Wijesinha - Chairman
Tertiary and Vocational Education Commission
2. Dr. T. A. Piyasiri - Member
Member appointed by His Excellency the President
3. Dr. K.L. Chandrathilake - Member
Member appointed by His Excellency the President
4. Dr. (Ven). Kirinde Assaji Thero - Member
Member appointed by His Excellency the President
5. Mr.N.K. Kithsiri Ananda - Member
Member appointed by His Excellency the President
6. Mr. Buddhika Ruwan Madihahewa - Member
Member appointed by His Excellency the President

- | | | |
|-----|--|----------|
| 7. | Fr. N.A.H. Pinto
Member appointed by His Excellency the President | - Member |
| 8. | Mr. Vadivel Puththirasigamoney
Member appointed by His Excellency the President | - Member |
| 9. | Mr. H.L.C.G. Wijesekara
Member appointed by His Excellency the President | - Member |
| 10. | Mr. P.K.A. Gunawardena
Member appointed by His Excellency the President | - Member |
| 11. | Mr. Anjana Dodangoda
Member appointed by His Excellency the President | - Member |

Ex-officio members appointed as per sections 6(1) (a) to (g) of the Act:

- | | |
|--|----------|
| Mrs. Malkanthi Jayawardhane
Director General, Tertiary and Vocational Education Commission (TVEC) | - Member |
| Mr. Shehan Senavirathne
Chairman, National Apprentice and Industrial Training Authority (NAITA) | - Member |
| Dr. Lionel Pinto
Chairman, Vocational Training Authority of Sri Lanka (VTA) | - Member |
| Ms.P.N.K. Malalasekara
Director General, Department of Technical Education and Training | - Member |
| Dr. Hilary E. Silva
Director General, Sri Lanka Institute of Advanced Technical Education | - Member |
| Mr. Hemal Kasthuriarachchi
Representative from the Ministry of Finance and General Treasury | - Member |

3.0 Staff of the TVEC

The Director General serves as the Chief Executive Officer of the TVEC. In order to assist her, staff comprised of a Deputy Director General, five (05) Directors, eight (08) Deputy Directors that included 96 of staff members had performed the functions and programs of the TVEC implemented during the year 2017. In view of achieving the objectives of the TVEC, the programs and activities have been organized under the following divisions:

- Administration and Finance Division
- Planning and Research Division
- Registration, Accreditation and QMS Division
- Standards, Curricula and National Vocational Qualification (NVQ) Division
- Quality Assurance and Assessment Regulation Division
- Industrial Liaison Division
- Information Systems Division

Though a cadre of 116 is approved by the Department of Management Services for the TVEC, a total of 96 staff members were in service as at 31st December 2017 of which details are given below:

Table 3.1: Details of Staff of the TVEC - 2017

	Title of position	Number of. approved positions	Number in service as at 31st December 2016
1	Director General	01	01
2	Deputy Director General	01	00
3	Director	06	04
4	Director (Administration)	01	01
5	Labour Market Analyst	01	01
6	Deputy Director/ Assistant Director	29	25
7	Deputy Director (Finance)	01	01
8	Deputy Director (Internal Audit and Investigations)	01	01
9	Deputy Director (Information Services)	01	01
10	Assistant Director (Legal)/Board Secretary)	01	01
11	Statistician	01	01
12	Administrative Officer	01	00
13	Translator (Sinhala/Tamil/English)	01	-01
14	Program Coordinating Officer	01	01
15	Development Officer	17	07
16	Information Technology Officer	01	00
17	Information Technology Assistant	02	02
18	Computer Applications Assistant	06	06
19	Management Assistant (Class I, Class II, Class III)	17	16

	Title of position	Number of. approved positions	Number in service as at 31st December 2016
20	Driver (Class I, Class II, Class III)	14	14
21	Office Assistant	07	07
	Total	116	96

Applications were called by the TVEC through newspaper advertisements and website for the post of Assistant Director (04 positions). Out of total applications received 59 applications were selected based on the eligibility criteria and interview was conducted 14th December 2017. However all interviews were suspended due to the elections.

A total of 1086 applications were received for the post of Development Officer and only 799 applications were eligible for the said post. An examination was conducted for the eligible candidates as the no. of applications was too high. Based on marks obtained by candidates, an interview was conducted on 13th December 2017 for 59 selected applicants. However all interviews were suspended due to the elections.

There were only 04 eligible applications for the post of Information Technology Officer. An examination was conducted for those applicants and subsequently an interview was conducted on 13th December 2017 based on marks obtained. However all interviews were suspended due to the elections. Meanwhile, interviews for the posts of Director (Planning & Research) and Director (Industrial Liaison) were also conducted. However due to the elections those were also postponed.

4.0 Administration and Finance Division

The Administration and Finance division provides required human and financial resources and other infrastructure facilities to all divisions in order to carry out the functions and programs of the TVEC efficiently and effectively.

This division was able to recruit following persons to the respective positions during 2017 to fulfill the human resource requirements of the TVEC.

4.1 New appointments in 2017

Name	Designation	Date
M.Z.F. Ziyama	Translator	29.06.2017
H.G. Nipnua Hasanka	Management Assistant	22.05.2017
E.W.D.Wijeyanga	Management Assistant	24.05.2017
D.K.W. Ishani	Management Assistant	24.05.2017
Jayamini Madusha	Office Assistant	24.05.2017
T.G. Ravindu Randika Kumara	Office Assistant	30.08.2017
K.W.A. Sujani Dilhara	Computer Applications Assistant	25.08.2017
V.N. Rammawadu	Information Technology Assistant	30.08.2017

4.2 Resignations in 2017

Name	Designation	Date
B.S. Mallikarachchi	Assistant Director	25.06.2017
H.K. Thisuri Madushika	Management Assistant	01.12.2017
K.A.G. Isha Deepthi	Development Officer	05.06.2017
Sanoja Niroshani Weragala	Development Officer	05.05.2017

4.3 Retirements in 2017

Name	Designation	Date
P.C.P. Jayathilake	Deputy Director General	29.09.2017
D.K.W. Nimal	Office Assistant	29.12.2017

4.4 Appointments of staff of the TVEC on acting/ cover up basis in 2017

Name	Designation	Date
Manjula Vidanapathirana	Director (Industrial Liaison) Actg.	16.03.2017
G.A.M.U. Ganepola	Director (Planning & Research) – Cover up	25.10.2017
W. J. L. A. Damayanthi	Labour Market Analyst - Cover up	09.09.2016
Suminda Arunakeerthi	Administrative Officer – Cover up	06.10.2016

4.5 Local and foreign training

Activities were carried out during the year under review to provide opportunities for staff members of the TVEC to participate local and foreign trainings / conferences with the view of enhancing subject knowledge of the staff

The details of officers who attended such training during January to December of 2017 are given below.

4.5.1 Local Training 2017

Staff members were participated/ undergone for local trainings in 2017 where details are given in table below.

Name	Division	Designation	Title of Training	Institution	Duration
Mr. G.A.M.U. Ganepola	Planning & Research	Deputy Director (Actg.)	Procurement capacity development training program	SSDP	05 Days
Mrs. A.S. Amarasinghe	Finance	Deputy Director (Finance)	Accounting & Financial Management for the staff of finance division of the TVET institutions	Miloda Institute	01 Day
Mr. P.M.C.P. Gunathilake	Information Systems	Deputy Director (Actg.)	Procurement capacity development training program	SSDP	05 Days
Mr. Anura Weerakoon	Information Systems	Deputy Director	Lead auditor (on ISO 9001:2015)	SLSI	02 Days
Mr. H.G.K.N. Bandara	Planning & Research	Assistant Director	Improving staff Contribution Towards Institutional Development	SLFI	02 Days
Mr. K.D.L.P Karunadasa	Information Systems	Assistant Director	Terms, Condition & Types of Employment	NILS	02 Days
			Procurement capacity development training program	SSDP	05 Days
Mr. D.N.I.D. De Silva	Information Systems	Assistant Director	Lead auditor (on ISO 9001:2015)	SLSI	02 Days

Name	Division	Designation	Title of Training	Institution	Duration
Ms. C.U. Gunathunga	Information Systems	Assistant Director	Communication and Negotiation Skills	NILS	02 Days
Mr. W.B. Wijesinghe	Registration, Accreditation & QMS	Assistant Director	How to Reduce Auditing Problems in Government Institutions	SDFL	02 Days
Ms. K.A.D. Hasanthi Lakmini	Industrial Liaison	Assistant Director	How to Reduce Auditing Problems in Government Institutions	SDFL	02 Days
Ms. P.W.S. Bhashini	Planning & Research	Assistant Director	Communication and Negotiation Skills	NILS	02 Days
Mr. B.S. Mallikaarachchi	Registration, Accreditation & QMS	Assistant Director	Lead auditor (on ISO 9001:2015)	SLSI	02 Days
Ms. Upeksha Upamali	NCS, Curricula & NVQ	Assistant Director	How to Reduce Auditing Problems in Government Institutions	SDFL	02 Days
Ms. Y.P.S. Udyakanthi	Information Systems	Program Coordinating Officer	How to Reduce Auditing Problems in Government Institutions	SDFL	02 Days
Mr. Prasanga Muthukumarana	Quality Assurance & Assessment Regulation	Program Coordinating Officer	Terms, Condition & Types of Employment	NILS	02 Days
Ms.T.A.W. Madushani	Planning & Research	Development Officer	Office Management for productivity Enhancement	NILS	03 Days
			How to Reduce Auditing Problems in Government Institutions	SDFL	02 Days
			Diploma in English for Professionals	NIBM	01 Year
Ms. A.H.N. Sandamali	Industrial Liaison	Development Officer	Office Management and financial Regulation	NILS	01 Day
			Diploma in English for Professionals	NIBM	01 Year

Name	Division	Designation	Title of Training	Institution	Duration
Mr. M.S. Dayarathne	Information Systemss	Development Officer	How to Reduce Auditing Problems in Government Institutions	SDFL	02 Days
Ms.L.K. Kohomban	NCS, Curricula & NVQ	Development Officer	Lead auditor (on ISO 9001:2015)	SLSI	02 Days
Ms. H.A.D. Darshanika	Internal Audit & Investigations	Development Officer	Public Sector Salary Payment Procedure	NILS	01 Day
Mr. Suminda Arunakeerthi	Administration	Management Assistant	Duties of Human Resource Manager	NILS	01 Day
Mr.N.W.G. Nadeeka Jeewantha	Registration, Accreditation & QMS	Program Coordinating Officer	Terms, Condition & Types of Employment	NILS	02 Days
Ms.Nisansala Dilrukshi Wijsekara	Administration	Management Assistant	Office Management for Productivity Enhancement	NILS	03 Days
			Bachelor of Labour studies degree	University of Colombo	
Mr.S.S.Kalpage	Quality Assurance & Assessment Regulation	Management Assistant	Office Management for Productivity Enhancement	NILS	03 Days
			General Clerk NVQ Certificate	NAITA	
Ms. G.K. Hegodarachchi	Director General	Management Assistant	How to Reduce auditing Problems in Government Institutions	SDFL	02 Days
Mr. Janak De Silva	Internal Audit & Investigations	Management Assistant	Role & Responsibility of Leave officer in charge	NILS	01 Day
			How to Reduce auditing Problems in Government Institutions	SDFL	02 Days
Ms.B.L.K. Sandeepani	Legal	Management Assistant	How to Reduce auditing Problems in Government Institutions	SDFL	02 Days
Mr.E.W.D. Wijeyanga	Administration	Management Assistant	Filing Systems	NILS	01 Day

Name	Division	Designation	Title of Training	Institution	Duration
Mr. H.G. Nipuna Hasanga	Registration, Accreditation & QMS	Management Assistant	Filing Systems	NILS	01 Day
Mr.N.T.K. Delpachitra	Information	Information Technology Assistant	Office Management for Productivity Enhancement	NILS	03 Days
Mr. S.B. Karunanayake	Quality Assurance & Assessment Regulation	Computer Applications Assistant	Office Management & Financial regulation	NILS	01 Day
Ms. H.M.V.M. Herath	Administration	Computer Applications Assistant	Office Management for Productivity Enhancement	NILS	03 Days
Ms. K.T. Amarasinghe	Planning & Research	Computer Applications Assistant	Diploma in English for Professionals	NIBM	01 Year
Ms.K.W.A. Anuruddika	Quality Assurance & Assessment Regulation	Computer Applications Assistant	Bachelor of Commerce Degree	USJP	
			Computer application Assistant NVQ Certificate	NAITA	
Ms. Sujani Dilhara	Administration	Computer Applications Assistant	How to Reduce auditing Problems in Government Institutions	SDFL	02 Days
Mr.K. Sirisena	Administration	Driver	Skill Development for Drivers	SDFL	01 Day
Mr.B.K. Sriyantha Dinesh	Administration	Driver	Skill Development for Drivers	SDFL	01 Day
Mr. S. Wijesekara	Administration	Driver	Skill Development for Drivers	SDFL	01 Day
Mr. P. Bandula	Administration	Driver	Skill Development for Drivers	SDFL	01 Day
Mr. Chathura Nanayakkara	Administration	Driver	Skill Development for Drivers	SDFL	01 Day
Mr. Champika Wickramasinghe	Administration	Driver	Skill Development for Drivers	SDFL	01 Day

4.5.2 Foreign Training and International Conferences

On the invitation received by the TVEC the Director General and staff members had participated in international conferences and foreign training programs in 2017. The details are as follows:

Name	Division	Designation	Title of Training	Country	Duration
Mrs. Malkanthi Jayawardhane		Director General	Temasek Foundation International @ 10 Asia Skills Leaders Forum 2017	Singapore	2017/08/21 to 2017/08/26
			2017 China Asian Vocational Education and Forum	China	2017/09/09 to 2017/09/13
Mr. W.P.M.P. Premachandra	Administration	Director	Seminar on Vocational Education Macro Policy for Developing Countries	China	2017/04/06 to 2017/04/26
Mr.S.U.K. Rubasinghe	Standards, Curricula & NVQ	Director	Curriculum Development users DACUM Process	Malaysia	2017/11/26 to 2017/12/16
Mr.Vajira Perera	Registration, Accreditation & QMS	Director	Seminar on e-Commerce	China	2017/06/25 to 2017/06/29
			ADB International Forum	Philippines	2017/12/12 to 2017/12/14
Mr. Manjula Vidanapthirana	Industrial Liaison	Director (Actg.)	Temasek Foundation International @ 10 Asia Skills Leaders Forum 2017	Singapore	2017/08/21 to 2017/08/26
Mr. J.A.D.J. Jayalath	Information Systems	Director	Conference on “Skills on the move: Global Trends, Local Resonance	China	2017/07/03 to 2017/07/07
Mr. P.M.C.P. Gunathilake	Information Systems	Deputy Director (Actg.)	Seminar on e - Commerce	China	2017/06/25 to 2017/06/29

Name	Division	Designation	Title of Training	Country	Duration
Mr. Anura Weerakoon	Information Systems	Deputy Director	Seminar for Textile Standard and Testing Officials for Developing Countries	China	2017/06/03 to 2017/06/29
Mr. Ravindra Samaraweera	Internal Audit & Investigation	Deputy Director	Seminar on Vocational Education Macro Policy for Developing Countries	China	2017/04/06 to 2017/04/26
Ms. W.J.L.A. Damayanthi	Information Systems	Deputy Director (Actg.)	Seminar on Vocational Education for Principals of Developing Countries	China	2017/04/06 to 2017/04/26
			Macro Policies, Job & Inclusive Growth	Italy	2017/11/20 to 2017/11/24
Ms.P.D.S. Kariyawasam	Legal	Assistant Director	Seminar on Vocational Education for Principals of Developing Countries	China	2017/04/06 to 2017/04/26
Ms.P.P.P. Nanayakkara	Quality Assurance & Assessment Regulation	Deputy Director	Curriculum Development users DACUM Process	Malaysia	2017/11/26 to 2017/12/16
Mr. W.K.D. Harischandra	NCS, Curricula & NVQ	Deputy Director (Actg.)	Seminar for Textile Standard and Testing Officials for Developing Countries	China	2017/06/03 to 2017/06/29
Mr.T. Senthuran	NCS, Curricula & NVQ	Deputy Director	Teacher Learning and Peer Mentoring Program	Hong Kong	2017/06/16 To 2017/06/21
Mr. H.B.I. Sampath	Administration	Program Coordinating Officer	Seminar on Vocational Education Macro Policy For Developing Countries	China	2017/04/05 to 2017/04/25

Name	Division	Designation	Title of Training	Country	Duration
Mr. Nadeeka Jeewantha	Registration, Accreditation & QMS	Program Coordinating Officer	Seminar on Vocational Education Macro Policy for Developing Countries	China	2017/04/12 to 2017/04/29
Ms. D.B.R. Manjula	NCS, Curricula & NVQ	Program Coordinating Officer	Seminar for Textile Standard and Testing Officials for Developing Countries	China	2017/06/03 to 2017/06/29
Ms. Y.P.S. Udayakanthi	Information Systems	Program Coordinating Officer	Seminar on Vocational Education for Principals of Developing Countries	China	2017/04/05 to 2017/04/26

4.5.3 Foreign Trainings for Further Studies

The following officers had gone abroad for further studies through the sponsorship of Skills Sector Development Program (SSDP) with paid leave:

- Mr. Ajith Kusum Polwatte (Doctoral Degree Program – China)
- Mr. J.A.D.J. Jayalath (Doctoral Degree Program – Thailand)

In addition, Mrs. Edirisooriya has been selected to follow a doctoral degree in University of Southern Mississippi, USA with three (03) years of paid leave.

- Mrs. M. L. N. S. Edirisooriya (Doctoral Degree Program – University of Southern Mississippi, USA)

4.6 Reimbursement of Annual Professional Membership Fees

Fees levied from under mentioned staff members of the TVEC by relevant Professional Associations as annual professional membership fees, have been reimbursed by the TVEC during the year under review.

1. Mr. W. P. M. P. Premachandra, Director (Administration)
The Institute of Chartered Accountants of Sri Lanka
Association of Accounting Technician Sri Lanka
2. Mr. S. U. K. Rubasinghe, Director (NCS, Curricula & NVQ)
Institute of Engineers Sri Lanka
3. Mr. J. A. D. J. Jayalath, Director (Information Systems)
The British Computer Society (BCS)

4.7 Financial Progress of the TVEC

The financial allocations required for the TVEC were provided by the General Treasury.

The estimated expenditure of the Commission for 2017 was as follow:

- For Recurrent expenditure - Rs. 120 mn.
- For Capital expenditure - Rs. 16.3 mn.

During the year under review, the General Treasury had released Rs. 119.85 Mn for Recurrent expenditure and Rs. 13.28 Mn for Capital expenditure of the TVEC.

When the estimated expenditure of 2017 is compared with that of 2016, there was no difference in Recurrent expenditure. However there was an increase of Capital expenditure by 11% observed.

The funds released by the General Treasury for the year 2017 compared with the previous year are given below.

Allocations released by the General Treasury show a 13.2% increase in Recurrent expenditure while 10.6% increase in Capital expenditure when compared with the previous year.

Details of the income earned by the TVEC in 2017 are as follow:

Type of income	Estimated Income (Rs.)	Actual Income (Rs.)
Institute registration fees	1,830,000	1,475,000
Course accreditation fees	1,770,000	1,511,000
NVQ certificate printing fees	1,630,000	1,360,000
Examination fees	6,300,000	8,118,000
Sale of books	610,000	441,000
Sale of student's progress record books	2,780,000	2,613,000
Assessment & assessment income	380,000	423,000
Total income	15,300,000	15,941,000

In 2017, there was increase in income by 17% when compared with 2016 figures.

Type of income	Estimated Income (Rs.)	Actual Income (Rs.)
Sale of TVET related books	380,000.00	135,435.00
Net income of sale of student's record books	350,000.00	13,026.18
Institute registration fees	470,000.00	479,900.00
Course accreditation fees	750,000.00	730,900.00
Other	250,000.00	801,146.79
Total	2,200,000.00	2,160,470.97

The above table shows that there was a 10.2% decrease of income in 2017 when compared with previous year.

4.8 Internal Audit and Investigation

Conduct of audits relevant to activities of the TVEC is being done by the internal audit and investigation division. This division had carried out internal audits and investigations as per the audit plan in previous years to check whether performances of the TVEC have been achieved and ascertain whether activities of the TVEC were performed in comply with internal control systems, circular instructions, Acts of parliaments and the other rules applicable to the Commission.

According to the Internal Audit and Monitoring program, six (06) main auditing areas were covered as planned and in addition to that unplanned audit inquiries were also conducted on the instruction of Director General and Audit Management Committee.

During the year under review, audit & Investigation activities and new policies were proposed or changed by the Director General as well as by the Audit and Management Committee and necessary actions were taken to bring the attention of the relevant officers in order to keep minimize the weaknesses and shortcomings of the Commission.

1. Audit and Management Committee

In the year 2017, the Audit and Management Committee met on four occasions and in those instances, the Audit & Management Committee recommended its management decision on the following matters to the Commission:

- Implementing the Internal Audit Plan.
- Review of Financial Statements and their management decisions
- Management decisions on the Annual Implementation Plan
- Performance of Internal Audit and Investigations
- Review and management decision on the performance of the TVEC
- Review of the Auditor General
- Management decisions regarding other operations and control functions

Accordingly, the Audit and Management Committee has performed activities to implement the above decisions properly.

The composition of the Audit & Management Committee was as follow:

From January 01, 2017 to December 31, 2017, the Audit & Management Committee comprised of following members.

1. 2017 February 27 Audit and Management Committee of the TVEC comprised of following members

- Mr. Hemal Kasthuriarachchi - Committee Chairman
- Dr. W. Hilary E. Silva - Committee Member
- Ms. R.M.D.M. Kumari - Observer
- Ms. T.G.I. Padmini - Observer

2. 2017 July 12 Audit and Management Committee of the TVEC comprised of following members

- Mr. Hemal Kasthuriarachchi - Committee Chairman
- Dr. W. Hilary E. Silva - Committee Member
- Ms. R.M.D.M. Kumari - Observer
- Ms. T.G.I. Padmini - Observer

3. 2017 October 17 Audit and Management Committee of the TVEC comprised of following members

- Mr. Hemal Kasthuriarachchi - Committee Chairman
- Dr. W. Hilary E. Silva - Committee Member
- Mr. Buddhika Madihahewa - Committee Member
- Ms. R.M.D.M. Kumari - Observer
- Ms. T.G.I. Padmini - Observer

4. 2017 December 29 Audit and Management Committee of the TVEC comprised of following members

- Mr. Hemal Kasthuriarachchi - Committee Chairman
- Dr. W. Hilary E. Silva - Committee Member
- Mr. Buddhika Madihahewa - Committee Member
- Ms. R.M.D.M. Kumari - Observer
- Ms. T.G.I. Padmini - Observer

4.9 Legal Affairs

Progress of the amendments to the Act

The Tertiary and Vocational Education (TVE) Act no. 20 was passed in 1990 and amended through the Act no. 50 of 1999. Action has been taken to include provisions for the judiciary powers and thereby to strengthen the Parliamentary Act enabling the TVEC to regulate registration of training institutions.

The draft revised Act prepared by the Department of Legal Draftsman was submitted to the Commission and subsequently it was forwarded to the Ministry for its further work. After the appointment of the new Commission in July 2017, the draft has been sent again to the Ministry with amendments and the draft will be submitted to the Department of Legal Draftsman in due course.

Actions taken against institutions that are not registered with the TVEC

The TVEC has taken necessary actions against those training institutions to get register with the TVEC in order to make them as legal entities. Accordingly, advertisements appeared in newspapers with regard to unregistered institutions was identified and letters were sent to those institutions to make them aware on registration. In 2017, twenty five (25) letters were sent to such institutions and as a result fifteen (15) institutions responded positively.

Action taken against institutions that have not utilized grants appropriately

The TVEC has decided to take legal action against those training institutions in the private and NGO sectors that have not taken actions get accreditation as agreed when they were awarded financial assistance as per section 4(e) and 4(g) of the Act no. 20 of 1990 for accreditation of courses. The purpose of this measure was to recover the grants money given to these training institutions. Accordingly, actions have been to bring following institutions to the Mediation Board in order to solve this problem.

1. Samadhi Community Development Foundation – Matara
2. Sri Sobhitha Vocational Training Center – Bibile
3. Sri Kawantissa Vocational Training Centre – Thissamaharamaya
4. Faculty of Sanasa Information Technology & Management Education – Kuliapitiya

Samadhi Community Development Foundation and Sri Sobhitha Vocational Training Institutions Center were called to the mediation board and did not participate. As such, a certificate of non-mediation has been issued by now and has been forwarded the Attorney General's Department to take legal action.

Sri Sobhitha Vocational Training Institutions Center has agreed for settlement of the case after the issuance of letter of demand. Accordingly steps had been taken to recover procured equipment in order to bring back to the TVEC.

Conduct Inquiries

Since the TVEC is the regulatory body of the Technical and Vocational Education and Training (TVET) sector, relevant institutions, trainees and assessors have begun to lodge complaints against training institutions where issues exist in respective occupation training programs. The TVEC had conducted inquiries impartially with relevant parties in order to resolve issues and reach to a settlement. Accordingly actions were taken conduct inquiries against five (05) such institutions in 2017.

Convening of Governing Board Meetings

The Assistant Director (Legal) serves as the Board Secretary as well and the TVEC was able to convene twelve (12) Governing Board meetings during the year under review.

5.0 Planning and Research Division

The Planning and Research division is responsible for giving effect to the general object no. 01 set out in the Tertiary and Vocational Education (TVE) Act No.20 of 1990 i.e. “planning, co-ordination and development of the tertiary education and vocational education at all levels in keeping with human resource needs of the economy”. The Planning and Research division is responsible for giving effect to the following activities:

- Provision of financial assistance to public, private and Non-Governmental Organizations (NGO) sector training institutions and monitoring of fund utilization
- Preparation and update of Vocational Education and Training (VET) Plans
- Preparation of Provincial Vocational Education and Training (VET) Plans and coordination of plan implementation
- Review and update existing Technical & Vocational Education and Training (TVET) policies and develop new policies for the sector
- Coordinate and implementation of research studies in the TVET sector
- Review and update of Corporate Plan and preparation of Annual Implementation Plan of the TVEC
- Prepare monthly, quarterly and annual performance reports of the TVEC

The Planning and Research Division consists of 08 staff members to carry out necessary programs to achieve the above activities. This division is comprised with a Director, a Deputy Director, two Assistant Directors, a Development Officer, a Computer Application Assistant, a Management Assistant and an Office Assistant.

Accordingly, the planning and research division implemented the following in 2017.

5.1 Provision of financial assistance to public, private and Non-Governmental Organizations (NGO) sector training institutions and monitoring of fund utilization

This program is being implemented by the Commission in order to provide training equipment required for the quality and labour market relevance of vocational and industrial training programs conducted in the public, private sector and non-government organizations. This initiative will assist to accredit the training courses conducted in public and private sector and non-government organizations in accordance with the National Skills/ Competency Standards and thereby grant National Vocational Qualification (Certificates).

Applications were called from training institutions with the TVEC for the financial assistance program of 2017. Accordingly, the selected institutions were evaluated and thereafter financial assistance was granted subject to fulfillment of requirements. The following table shows the details of financial assistance provided to the public and private sectors during the year under review

Table 5.1 Details of Financial Assistance - 2017

Sector	Allocations for the year 2017 (Rs. Mn.)		No. of courses approved for financial assistance	No. of institute	Approved fund (Rs. Mn)
	Estimated	Revised			
Public, Private & NGO sectors	2.0	2.8	06	03	2.7
Total	2.0	2.8	06	03	2.7

Details of financial assistance provided to institutions are given below separately.

5.1.1 Financial Assistance to Public Sector Vocational Training Institutions

The objective of this program is to procure equipment, machines and tools required to implement training programs that are identified by the Commission through the Vocational Education and Training Plans and labor market analysis in public sector training institutions. It is envisaged to accredit the recognized courses according to the National Skills Standards and thereby award National Vocational Qualifications (NVQ). Many vocational training institutions which receive financial assistance are being maintained qualitatively.

The Commission decided to grant financial assistance for three months short term courses conducted by Department of Technical Education and Training (DTET) and Vocational Training Authority (VTA) to procure required equipment and enabling them to obtain accreditation at the specified NVQ levels. Accordingly, the applications for these courses were called for and financial assistance was recommended for 03 training centers in the Vocational Training Authority. Financial assistance was not granted as the cost of equipment for the selected courses was not submitted within the specified time period.

5.1.2 Financial Assistance to Private and NGO Sector Vocational Training Institutions

In 2017, a provision of Rs. 2.8 million had been allocated to provide financial assistance in order to increase the quality and relevance of TVET training programs conducted by the private sector and non-governmental organizations (as per the revised Annual Implementation Plan).

Accordingly, three institutions were selected from the total of 52 received applications and those institutions were recommended for financial assistance after the physical evaluation conducted by the TVEC. Agreements have been signed with these institutions and the funds will be paid soon after they purchased the requirement item and subsequent inspection and verification done by officers of the TVEC.

Accordingly, in the year 2017, 96% of the revised provision was made available for financial assistance. Details of funds awarded to each vocational training institutions in the private / NGO sector are given below.

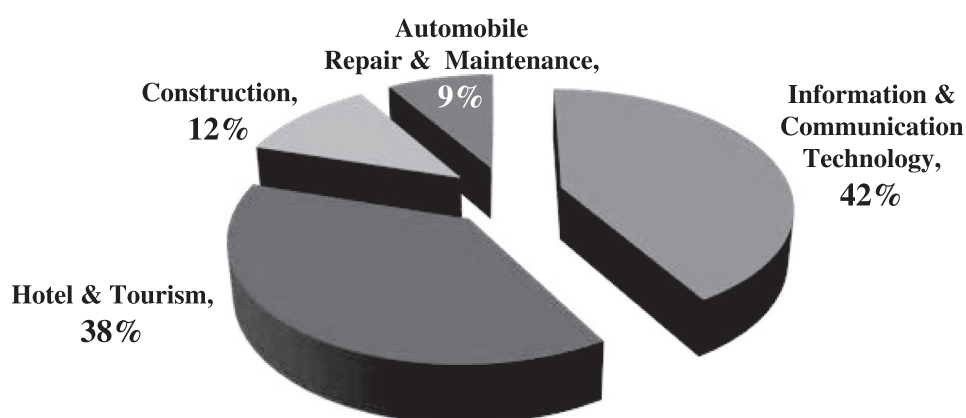
Table 5.2: Financial assistance to private sector and NGO sector training institutions – 2017

No.	Name of institutions	Industry sector	Training course and expected NVQ level	Approved amount (Rs.)
1.	Don Bosco Vocational Training Institute, Nochchiyagama.	Wheel Alignment Technician	Level 03	237,650.00
		Baker (Bread & Pastry)	Level 03	1,026,760.00
		Plumber	Level 03	240,478.00
		Wood Craftsman (Buildings)	Level 03	67,238.50
2.	Don Bosco Vocational Training Institute, Mannar	ICT for Beginners	Level 03	596,400.00
3.	Don Bosco Vocational Training Institute, Metiyagane.	ICT for Beginners	Level 03	518,000.00
Total approved amount				2,686,526.50

Table 5.3: Awarding of financial assistance to training institutions by industry sector (private & NGO sectors)

Industry sector	No. of courses	Amount approved (Rs.)	Percentage (%)
Information & Communication Technology	02	1,114,400.00	41.5%
Hotel & Tourism	01	1,026,760.00	38.2%
Construction	02	307,716.50	11.5%
Automobile Repair & Maintenance	01	237,650.00	8.8%
Total	06	2,686,526.50	100%

Chart 5.1: Awarding of financial assistance to training institutions in the private & NGO sectors by industry sector– 2017



Industry sector wise details of financial assistance awarded to training institutions are shown in the above table 5.3 and chart 5.1.

5.1.3 Monitoring of Fund Utilization

The Tertiary and Vocational Education Commission (TVEC) has conducted an annual monitoring program to inspect whether financial assistance provided to public and private sector training institutes has been properly utilized for agreed purposes.

Under the program, the TVEC had conducted inspection at training centers which have obtained financial assistance during 2014, 2015 and 2016 and was able to evaluate 16 training programs.

Out of the training programs conducted by private sector, 73% have already been accredited. It was observed that the other courses were the process of getting accreditation. Further, it was observed that of the 64% programs conducted by the public sector have been accredited by the TVEC.

5.2 Preparation and Update of Vocational Education and Training (VET) Plans

Planning and Research Division is being engaged in the preparation of vocational education and training plans to identify the training needs of the vocational education and training sector. Under this program, development of new VET plans and updating of previous VET plans are being done by the TVEC. By the end of 2017, 21 vocational education and training plans have been prepared and 15 plans have also been updated.

5.2.1 Updating VET Plans

Information and Communication Technology

The update of the plan for the ICT sector was initiated in the final quarter of 2015, and the preparation of this report was completed during this year under review.

5.2.2 Translating VET Plans

The VET plan prepared for the North Central Province was translated into Sinhala and Tamil, and the North Western Provincial VET plan was translated into Tamil medium. Both plans are published in the website of the TVEC. Rs. 0.218 million was spent as translation fee in 2017.

5.2.3. Preparation of profiles for VET Plans

By the end of 2017, the profiles of the provincial vocational education and training plans for Southern, Sabaragamuwa, North Western, Eastern, North, Uva, Central and North Central Provinces have been completed. Through this exercise, it was able to prepare an important summary of the industry-specific VET plans in the construction industry and in the hospitality management industry by province wise.

5.3 Coordinate and implementation of research studies in the TVET sector

The Research Cell of the TVEC is being run by the Planning & Research division. The research cell which was started in 2005 has provided technical and financial support to publish many research studies in the TVET sector. Completed research studies have already been published in the website of the TVEC. In 2017 the research cell was able to perform following tasks:

5.3.1 New research studies

Research proposals were called from training institutions under the purview Ministry of Skills Development and Vocational Training during 2017. Conducting research activities and providing necessary guidance to ensure the quality of such research studies was carried out by research cell of the TVEC and a consultant Skills Sector Development Program (SSDP).

Accordingly, the Research Cell had received 26 research proposals from various institutions. The consultant of SSDP had evaluated these proposals and suggested 08 proposals which were identified as suitable and relevant to the TVET sector. The approval of the Commission was also obtained to commence the studies.

The SSDP had funded Rs.1.0 Min this regard and expenditure allocated for each research study is given in Table 5.5.

Table 5.5: Research Studies funded by SSDP – 2017

No.	Research title	Research Team	Approved cost (Rs.)	Amount spent in 2017 (Rs.)	Amount to be spent in 2018 (Rs.)
1.	Low female participation in Construction and Hospitality Management based courses conducted by Tertiary and Vocational Educational sector	University of Vocational Technology	210,000.00	105,000.00	105,000.00
2.	Identifying the causal and the solution for shortage of skilled labor in Construction Industry of Sri Lanka	University of Vocational Technology	200,000.00	100,000.00	100,000.00
3.	Assessing the Relevancy of OJT Opportunities of TV & Radio & Allied Equipment Repairer Students in DTET at the present job Market in the Western Province.	DTET	120,000.00	60,000.00	60,000.00
4.	The role of the Technical Education reducing unemployment problems among youths in Rathnapura District	DTET	100,000.00	50,000.00	50,000.00
5.	A tracer study in to the courses followed at DTET and the sector employed in after graduation giving special concern to study programs carried out at DTET centers in Kandy, Rathnapura and Kurunegala districts.	DTET	84,000.00	42,000.00	42,000.00
6.	Effectiveness of assessment in NVQ Level 4 for increasing employability in DTET in Sri Lanka	DTET	80,000.00	40,000.00	40,000.00

No.	Research title	Research Team	Approved cost (Rs.)	Amount spent in 2017 (Rs.)	Amount to be spent in 2018 (Rs.)
7.	A study on influence of the technician entered through formal vocational training in the metal and light engineering labour market.	DTET	120,000.00	60,000.00	60,000.00
8.	Assessing Students Perceptions of Service Quality in Technical Educational and Vocational Training Institutions in Sri Lanka	TVEC	120,000.00	60,000.00	60,000.00
Grand total			1,034,000.00	517,000.00	517,000.00

As per the above figures, Rs.0.517 mn was spent for research studies which commenced in 2017. Accordingly, the TVEC was able to spend 50% of the total approved allocation during the year under review. The balance amount will be disbursed among the study teams subject to the completion and submission of research studies in 2018.

5.3.2 Conducting Research Convention and Research Workshops

5.3.2.1 Research Convention

The Tertiary and Vocational Education Commission had successfully conducted the 05th Research Convention on 10th August 2017. Eleven (11) research studies, commenced in 2016 were launched during the convention under the patronage of Hon. Deputy Minister of Skills Development and Vocational Training and the officials of representing institutions under the purview of the Ministry.

5.3.2.2 Research Workshops

Three (03) workshops were conducted to train researchers to regularize the research work in the technical and vocational education and training field. A sum of Rs. 128,925 was spent in 2017.

6.0 Registration, Accreditation and QMS Division

According to the provisions of the Tertiary and Vocational Education (TVE) Act No. 20 of 1990 and as per the guideline set out in the Development Plan for registration of vocational training institutes (Government Gazette (Extra ordinary) No. 887/8 dated 05th September 1995), the TVEC implements a three-tier quality assurance system for all vocational training institutes. They are:

1. Registration of Vocational Training Institutions
2. Accreditation of Vocational Training Courses
3. Quality Management System Installation and Certification

This division consists a team of nine (09) staff members which include a Director, a Deputy Director, three Assistant Directors, a Program Coordinating Officer, a Development Officer, a Management Assistant and an Office Assistant in order to perform duties to implement the above mentioned quality assurance system.

6.1 Registration of Vocational Training Institutions

Registration of vocational training institutions is a legal requirement and all training institutions operating in the country must register with the TVEC (According to the Act mentioned above). Adequacy of the minimum infrastructure facilities, training equipment, qualifications of trainers, training methodology and adequacy of curricula will be evaluated during the physical evaluation training institutions. If an institution meets above requirements, the TVEC will register the training institution for a period of two years.

According to the Annual Action Plan of 2017, the Commission has targeted to evaluate 360 institutions. However the division was able to evaluate 719 institutions and register 433 out of evaluated.

2017	No. of institutions
Target	360
Registered amount	433

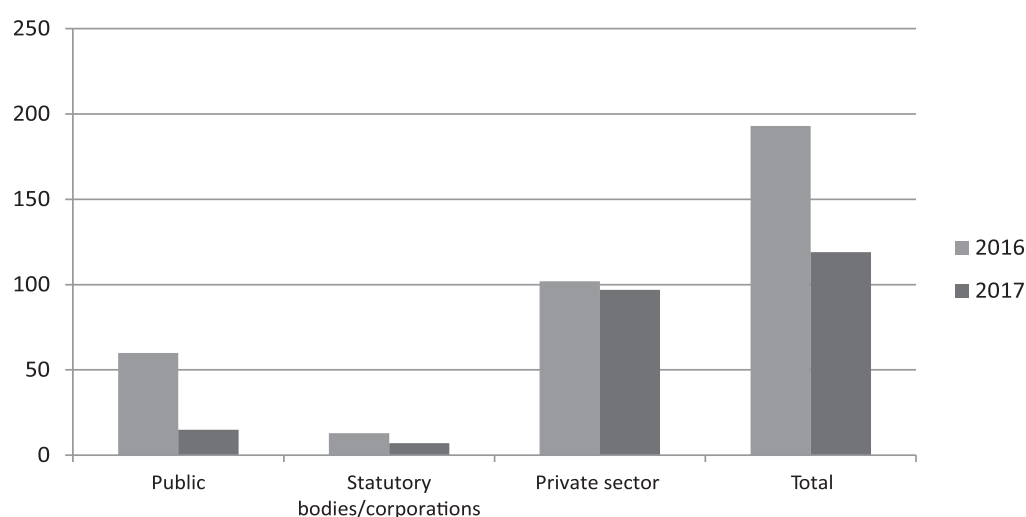
Other institutions evaluated did not meet the criteria and therefore they were recommended for registration.

Table 6.2 No. of registered training institutions by ownership wise - 2017

Type of Institute	No. registered		Total
	New	Renewal	
Public sector	15	50	
Statutory bodies/corporations	7	118	
Non-Governmental Organizations	-	10	
Private sector	97	136	
Total	119	314	433

Table 6.3 Comparison of new registration – 2016 & 2017

Type of Institute	2016	2017
Public	60	15
Statutory bodies/corporations	13	7
Private sector	102	97
Total	193	119



In addition, registrations have been renewed for 314 training institutions, the details of which are as follow.

Table (iv) Registration (Renewal)

2017	No. of institutions
Target	400
Number renewed	314

Table (v) indicates the number of institutions renewed during 2017.

Table (v) No. of renewed training institutions by ownership wise - 2017

Type of Institute	No. renewed
Public sector	50
Statutory bodies/corporations	118
Non-Governmental Organizations	10
Private sector	136
Total	314

6.2 Accreditation of Vocational Training Courses

The National Vocational Qualification (NVQ) Framework was introduced in 2004 and the main objective of the accreditation is to improve the quality and of the course. In addition, the institutions must be registered for this purpose.

Only accredited courses are eligible for awarding NVQ certificate and delivery of training must be done in accordance to competency packages mentioned in the National Competency Standard (NCS).

The following table summarizes the number of courses accredited in 2017.

Table (vi) Accreditation

2017	No. of Institutions
Target	500
Accredited amount	573

As per the above table, the Commission was able to exceed the expected target in 2017.

The accreditation of courses in public sector is increased to 2285 while accreditation of courses in private and non-governmental organizations is increased to 947

Accordingly, 3232 courses have been accredited and qualified to award NVQ at the end of 2017.

6.3 Confirmation of Registration Status for Certificates Issued by Registered Vocational Training Institutions

Job seekers are required to obtain confirmation of registration status letters from the TVEC when they apply for foreign employment. In this regard, over 2300 letters were issued to the Ministry of Foreign Affairs during the year under review. Registration of the respective vocational training institute and its details are mentioned in the confirmation letter.

Further, 327 such certificates were issued for recruitment to the public sector in 2017.

6.4 Quality Management System Installation and Certification

The following 76 training institutions which have been audited externally twice and found to be suitable for installation and certification of QMS during 2017. This certificate is valid for a period of three (03) years from the date of award.

Table (vii) Accreditation

Name of Vocational Training Institute		Date of issued	Date of expired
Vocational Training Authority of Sri Lanka			
1.	Vocational Training Authority – Bandaragama	19/01/2017	18/01/2020
2.	Vocational Training Authority - Bibile	16/02/2017	15/02/2020
3.	Vocational Training Authority - Monaragala	23/03/2017	22/03/2020

Name of Vocational Training Institute		Date of issued	Date of expired
4.	Vocational Training Authority – Padukka	23/03/2017	22/03/2020
5.	Vocational Training Authority – Kanthale	23/03/2017	22/03/2020
6.	Vocational Training Authority - Thambuththegama	25/04/2017	24/04/2020
7.	Vocational Training Authority – Dickwella	25/04/2017	24/04/2020
8.	Vocational Training Authority – Urubokka	25/04/2017	24/04/2020
9.	Vocational Training Authority – Ruhunugama	19/05/2017	18/05/2020
10.	Vocational Training Authority – Morawaka	19/05/2017	18/05/2020
11.	Vocational Training Authority – Ethimale	19/05/2017	18/05/2020
12.	Vocational Training Authority – Madulla	19/05/2017	18/05/2020
13.	Vocational Training Authority – Ranmuthugala	19/05/2017	18/05/2020
14.	Vocational Training Authority – Katugasatota	19/05/2017	18/05/2020
15.	Vocational Training Authority – Walana	19/05/2017	18/05/2020
16.	Vocational Training Authority – Kumbalgama	19/05/2017	18/05/2020
17.	Vocational Training Authority – Gampaha	26/07/2017	25/07/2020
18.	Vocational Training Authority – Akuressa	26/07/2017	25/07/2020
19.	Vocational Training Authority – Kalutara North	26/07/2017	25/07/2020
20.	Vocational Training Authority – Kandy	24/08/2017	23/08/2020
21.	Vocational Training Authority – Honnanthara	24/08/2017	23/08/2020
22.	Vocational Training Authority – Paramulla	24/08/2017	23/08/2020
23.	Vocational Training Authority – Weerawila	24/10/2017	23/10/2020
24.	Vocational Training Authority – Hikkaduwa	24/10/2017	23/10/2020
25.	Vocational Training Authority - Thirappane	21/11/2017	20/11/2020
26.	Vocational Training Authority – Tangalle	26/07/2017	25/07/2020

Name of Vocational Training Institute		Date of issued	Date of expired
27.	Vocational Training Authority – Maharagama	24/08/2017	23/08/2020
Department of Technical Education and Training			
1.	Technical College - Vavuniya	25/04/2017	24/04/2020
2.	Technical College - Dehiattakandiya	25/04/2017	24/04/2020
3.	Technical College - Trincomalee	26/07/2017	25/07/2020
4.	Technical College - Polonnaruwa	24/08/2017	23/08/2020
5.	Technical College - Monaragala	21/11/2017	20/11/2020
6.	Technical College - Medagama	21/11/2017	20/11/2020
7.	Ceylon German Technical Training Institute - Ratmalana	16/02/2017	15/02/2020
National Apprentice and Industrial Training Authority			
1.	National Youth Services Council - Tangalle	24/08/2017	23/08/2017
Sri Lanka School of Agriculture			
1.	School of Agriculture - Anuradhapura	25/04/2017	24/04/2020
University Colleges			
1.	University College of Jaffna	19/01/2017	18/01/2020
2.	University College of Anuradhapura	26/07/2017	25/07/2020
Mahaweli Development Authority			
1.	Sri Lanka Irrigation Training Institute, Galgamuwa	19/05/2017	18/05/2020
Private Vocational Training Institutes			
1	Londontec City Campus (Pvt) Ltd, Nugegoda	19/09/2017	18/09/2020
2	Regional Apprentice Training Centre – Yatiwawala	24/10/2017	23/10/2020
3	Sunethra Hair Beauty Academy and Salon, Kandy	19/01/2017	18/01/2020
4	Ranmali Associates International (Pvt) Ltd., Boralesgamuwa	19/01/2017	18/01/2020

Name of Vocational Training Institute		Date of issued	Date of expired
5	Lanka Nippon BizTech Institute (Pvt) Ltd, Maharagama	19/01/2017	18/01/2020
6	Jinasena Innovation and Technology Institute (Private) Ltd, Ja-Ela	19/01/2017	18/01/2020
7	Beetacom Multimedia and Computer Studies, Gampaha	19/01/2017	18/01/2020
8	Institute of Quantity Surveyors Sri Lanka, Narahenpita	19/01/2017	18/01/2020
9	Hightec Lanka International Vocational & Technical Training Institute (Pvt) Ltd, Mawathagama	19/01/2017	18/01/2020
10	Lanka Nursing School, Kurunegala	23/03/2017	22/03/2020
11	Beetacom Multimedia and Computer Studies, Meerigama	23/03/2017	22/03/2020
12	Seth Sevana, Negombo	23/03/2017	22/03/2020
13	South Asian International Institute of Higher Education (Pvt) Ltd, Nugegoda	25/04/2017	24/04/2020
14	YESS Academy & Salon	25/04/2017	24/04/2020
15	Ladies' College Institute of Professional Studies	25/04/2017	24/04/2020
16	South Asian International Institute of Higher Education (Pvt) Ltd, Kandy	25/04/2017	24/04/2020
17	Southern Lakma Hotel School and Beauty Hair Academy	25/04/2017	24/04/2020
18	Dreamron College of Art & Beauty (Pvt) Ltd, Maharagama	25/04/2017	24/04/2020
19	British College of Applied Studies (Pvt) Ltd, Mount-Lavinia	19/05/2017	18/05/2017
20	South Asian International Institute of Higher Education (Pvt) Ltd, Ratnapura	19/05/2017	18/05/2017
21	South Asian International Institute of Higher Education (Pvt) Ltd, Bandarawela	19/05/2017	18/05/2017
22	M.D.P. Computer Training Centre and IT Professional Centre, Kandana	19/05/2017	18/05/2017
23	S.M.I. Vocational Training Institute, Gampaha	19/05/2017	18/05/2017
24	The Plastics and Rubber Institute of Sri Lanka	19/05/2017	18/05/2017

Name of Vocational Training Institute		Date of issued	Date of expired
25	British College of Applied Studies (Pvt) Ltd, Colombo 06	19/05/2017	18/05/2017
26	B C A S Kandy Campus (Pvt) Ltd, Kandy	19/05/2017	18/05/2017
27	Buddhi Special Education Development Foundation, Gampaha	19/05/2017	18/05/2017
28	Lanka Institute of Fitness and Nutrition, Maharagama	19/05/2017	18/05/2017
29	Rapunzels (Pvt) Ltd, Ratmalana	19/05/2017	18/05/2017
30	Wayamba Technical College, Kurunegala	26/07/2017	25/07/2020
31	Triangle Living Care, Nugegoda	26/07/2017	25/07/2020
32	Sheela Fernando Academy and Salon Sheela, Moratuwa	26/07/2017	25/07/2020
33	South Asian International Institute of Higher Education (Pvt) Ltd, Kurunegala	26/07/2017	25/07/2020
34	South Asian International Institute of Higher Education (Pvt) Ltd, Galle	26/07/2017	25/07/2020
35	Agio Sirilak Sahanaseva Vocational Training Center	26/07/2017	25/07/2020
36	Lyceum International School (Pvt) Ltd, Nugegoda	24/08/2017	23/08/2017
37	Institute of Professional Computer Studies, Ratnapura	24/08/2017	23/08/2017

In addition, eleven (11) one day workshops were conducted by the TVEC to make aware on the Quality Management System (QMS). Nearly 400 officials of vocational training institutes have participated in these programs.



6.5 Registration & Accreditation Workshop

In addition, the Commission had conducted a two day program on internal quality audits. Thirty five (35) staff members of the TVEC participated in this program. At the end of this program, a written test was also held and participants should obtain more than 70% marks. Successful participants will also receive a recognized certificate.



6.6 QMS Workshop

In 2017, four (04) officers had successfully completed Lead Auditor Program conducted by the Sri Lanka Standards Institution (SLSI). At present, there is a need to expand the pool of lead auditors enabling the TVEC to conduct QMS external audits. So far 29 lead auditors are being actively involved in this regard. The TVEC has planned to train more officers for this purpose in the future as well.

6.7 Other activities implemented by this division

- a. Commission has been successful in updating the ISO: 9001: 2015 certification.
- b. Equating the qualification

6.8 Equipment Non NVQ Qualifications to NVQ 5 and 6

The Tertiary and Vocational Education Commission has initiated a program to map or equivalent Non-NVQ qualifications to NVQ qualifications with the intention to incorporate vocational training courses that have not yet been included in the NVQ frameworks. This division carries out activities on mapping and evaluation process and is limited to equate for NVQ 5 & 6 qualifications. The main objective of this program is to develop the unified vocational qualification framework.

The mapping / equivalation of Non – NVQ courses to NVQ qualification is being done according the NVQ Circular No. 05/2016 issued by the TVEC. During the year under review, the following courses were mapped and deemed to be equivalent to specified NVQ level.

	Name of institution	Name of course	NVQ level
1	National Institute of Business Management - NIBM	Advanced Diploma in Business Management (Part Time)	Level 6
2	International College of Business & Technology (ICBT)	Higher Diploma in Computer Software (Full Time)	Level 6
3	The Association of Accounting Technicians of Sri Lanka (AAT)	Higher Diploma in Accounting & Finance	Level 6
4	Department of Technical Education & Training (DTET)	National Certificate in Quantity Surveying (Full Time)	Level 6

- c. In 2017, The Commission had earned revenue through registration of institutions and accreditation of courses. The details are as follow:

Table (viii)

Description	Amount (Rs.)
Registration evaluation fee	669,000
Accreditation assessment fee	1,146,000
Sale of student's progress record book	2,666,405
QMS Issuing Certificates	1,081,000
Equating qualification	150,000
Total	5,712,405

This amount has been credited to the General Treasury.

7.0 Standards, Curricula and National Vocational Qualification (NVQ) Division

7.1 It is a major requirement to develop National Competency Standards (NCS) and curricula in relation to occupations for the implementation of the National Vocational Qualification Framework Accordingly, following new NCSs were developed and validated in 2017.

7.1.1 Development of National Competency Standards with curriculaas per the instructions of Industry Sector Councils

- Information and Communication Technology - Level 04
- Tile Installer - Level 03
- Electrician (Domestic) - Level 03
- Hotel Housekeeping - Level 04
- Professional Cookery - Level 04
- Restaurant and Bar Services - Level 04
- Front Office Manager - Level 04
- Laundry Operation - Level 04
- Baker (Bread & Pastry) - Level 04
- Barbender - Level 03
- Counselling - Level 04
- Junior Software Developer - Level 04
- Social Care - Level 04
- Care Centre Management (General Care) - Level 05

7.1.2 Newly developed National Competency Standards (NCS)

- Air Diving (Ground Control Agent) - Level 03
- Parachute Rigger - Level 03

7.2 The following NCSs and curricula were revised and thereafter validated by the TVEC.

7.2.1 Revised NCSs are,

- Dress Maker/ Tailor - Level 04
- Electronic Appliances Technician - Level 04
- Electrician - Level 04

7.2.2 Revised Curricula

- | | |
|------------------------------------|------------|
| • Dress Maker/ Tailor (Ladies) | - Level 04 |
| • Dress Maker | - Level 03 |
| • Tailor (Gents) | - Level 04 |
| • Electronic Appliances Technician | - Level 03 |
| • Electronic Appliances Technician | - Level 04 |
| • Electrician (Industrial) | - Level 04 |
| • Electrician (Buildings) | - Level 03 |

7.3 National Competency Standards and Curricula translated into Sinhala language

7.3.1 The following National Competency Standards including curriculum have been translated into Sinhala language

- Care Giver
- Bartender
- Baker
- Logistics Assistant
- Elder Care
- Front of House Assistant
- Welding Technician (Manual Arc)
- Laundry Operation
- Restaurant & Bar Service
- Hotel Housekeeping
- Front Office Manager
- Professional Cookery
- Social Care
- Counselling

7.3.2 National Competency Standards translated into Sinhala language

- Lapidarist
- Assistant Field Officer (Tea)
- Building Services Technician
- Business Associate
- Fitter
- Welder
- Draughtsman

7.3.3 Curricula translated into Sinhala language

- Hair Dresser

7.4 National Competency Standards and Curricula translated into Tamil language

7.4.1 The following National Competency Standards including curriculum have been translated into Tamil language

- Assistant Cook
- Bartender
- Baker
- Construction Craftsman – Concrete
- Construction Craftsman – Foundations
- Logistics Assistant
- Vehicle Body Repair Technician
- Diesel Engine Mechanic
- Social Care
- Counselling
- Care Centre Management
- Dress Maker
- Restaurant & Bar Service
- Hotel Housekeeping
- Front Office Manager
- Professional Cookery
- Laundry Operation

7.4.2 National Competency Standards translated into Tamil language

- Milk Collecting Centre Assistant
- Quantity Surveying Assistant
- Building Services Technician
- Care Giver
- Pharmacy Assistant
- Leather Products Maker
- Business Associator
- Welder
- Motor Cycle Mechanic
- Pneumatic Technician

7.4.3 Curricula translated into Tamil language

- Aluminium Fabricator (Last two modules)

7.5 Following curricula translated into English language

- Construction Site Supervisor
- Machinist

7.6 Equating qualifications of Non- NVQ courses to NVQ levels

7.6.1 Viva voce is being conducted by the TVEC to award NVQ equivalent qualification for candidates those who have followed Non-NVQ programs which have been mapped by this Commission. Details of NVQ equivalent certificates issued by the TVEC in 2017 are as follow:

Course Name	NVQ Level	No. of viva voce conducted	No. participated	No. of certificate issued
National Certificate in Technology (Civil Engineering)	Level 5	09	35	19
National Certificate in Technology (Electrical and Electronic Engineering)	Level 5	02	14	10
National Certificate in Technology (Quantity Surveyor)	Level 5	01	08	02
National Certificate in Industrial Technology (Civil Engineering)	Level 5	09	37	29

In addition, NVQ equivalent qualifications were issued for the following certificates:

Course Name	NVQ Level	No. of certificate issued
National Diploma in Information and Communication Technology	Level 5	33
National Diploma in Technical and Vocational Education	Level 5	02
National Diploma in Engineering Technology	Level 5	01
National Diploma in Engineering Science	Level 6	08
National Diploma in Quantity Surveying	Level 6	18

7.6.2 Letters were issued in accordance with the provisions of the Public Administration Circular to 460 recipients who hold NCT qualification with experience.

7.7 Preparation of Soft Copies of NCS and Curricula

This division sells soft copies of NCS and allied documents in CDs at a price of Rs. 500/= each and in 2017 it was able to sold 939 CDs and a sum of Rs. 469,500 was also earned.

7.8 Conduct Inter-Agency NVQ Steering Committee Meetings

The Inter-Agency NVQ Steering Committee which comprises senior officers of Public and Private sector training institutions has been established with the intention to identify issues arise from the implementation of NVQ framework and provide feasible solutions in order to rectify the identified issues.

Ten (10) Committee meetings were held during the year under review.

8. Quality Assurance and Assessment Regulation Division

8.1 Introduction

Quality Assurance and Assessment Regulations Division was established by the Commission in July, 2016 combining NVQ assessment unit and NVQ certificate unit. The Skills Sector Development Division (SSDD) of the Ministry Sector has provided the financial assistance for the establishment of this division.

Quality Assurance and Assessment Regulations division comprised of a Director, a Deputy Director, four (04) Assistant Directors, two (02) Programme Coordinating Officers, a Development Officer, three (03) Computer Applications Assistants and three (03) Management Assistants. Accordingly, the Division has performed the following functions during the year under review.

8.2 Implement and Regulate the NVQ Framework

8.2.1 Maintain the Registry of Competency Based Assessors

8.2.1.1 Preparation of forecast report on required no. of assessors

The forecasting report on the required quantities was prepared taking into account the National Competency Standards developed, number of assessors registered with the TVEC by end of 2017 and the geographical dispersion of such assessors.

8.2.1.2 Conduct Interviews to Select Applicants to be trained as Competency Based Assessors

Candidates should apply personally to get appointments as Competency Based Assessors. There is no clear time period for calling applications and the selection of qualified persons among the received applications is done by the interview panels appointed by the TVEC. In the year under review, it was planned to conduct interviews in 8 days and however 22 days were spent for conducting interviews in order to meet the requirements.

8.2.2 Conduct Assessor Training Programs and Facilitation

The following training programs were conducted in collaboration with University of Vocational Technology (UNIVOTEC)

Group	No. participated
85th Group	26
86th Group	32
87th Group	30
88th Group	20
89th Group	39
90th Group	35
91st Group	41

Group	No. participated
92nd Group	20
93rd Group	23
94th Group	19
95th Group	39
96th Group	35
Total no. of assessors included in the registry	268

8.2.3 Issue Licenses to Assessors

A programme has been implemented by the TVEC for issuing of license to assessors on the recommendation of the interview panel, subject to the eligibility of the written examination. The written examination is scheduled to be held in 2018. The necessary arrangements have been made to renew licenses as well.

8.2.4 Follow up of Competency Based Assessment

There are three functions under this.

- Granting approval to conduct assessment at training centers belonging to private sector
- Granting approval to conduct assessment at training centers / institutions of public sector
- Conduct progress review meetings

8.2.5 Granting approval to conduct assessment at training centers belonging to private sector

National Vocational Qualifications are offered for students who have successfully completed training programs conducted by private/NGO training centres and accredited by the TVEC at the specified NVQ levels.

Institutions are required to obtain approval from the TVEC to conduct assessment in the respective occupation/s. The TVEC grants approval to the institution after the fulfillment of criteria for conducting assessment, and appoint assessors from the assessor registry. Thereafter, institutions are required to organize assessment activities while ensuring proper coordination with students and assessors. During 2017, Total no. of requests received from the private/NGO training institutions was 839. Although the target of the year 2017 was 550, the reason for this target exceeds that due to the popularity of NVQ among students and in the society. Meanwhile, equivalence of NVQ level 03 and 04 to G.C.E O/L and G.C.E. A/L respectively has also caused an increase of request for NVQ assessment.

8.2.6 Granting approval to conduct assessment at training centers / institutions of public sector

The Quality Assurance and Assessment division of the Commission was the authorized carry out approval activities in order to conduct assessment at institutions of the public sector. In the year 2017,

2597 applications were received for such approval from the following training centers / institutions coming under the purview of the Ministry of Skills Development and Vocational Training as well as institutions of other Ministries

Institutions / Training Centers under the purview of the line Ministry:

- Department of Technical Education and Training
- Sri Lanka Vocational Training Authority
- National Apprentice and Industrial Training Authority
- Ocean University
- Ceylon German Technical Training Institute

Institutions, not under the purview of the line Ministry:

- National Youth Services Council
- National Youth Corps
- Sri Lanka Bureau of Foreign Employment
- Department of Agriculture
- Department of Social Services
- Sri Lanka Air Force
- Sri Lanka Navy

However, there was a strong demand for request of assessment from the public training institutions during the year under review and it increased by more than targeted. In 2017, it was planned to grant approval for 2,500 requests and was able to grant approval for 2,597 such requests.

Reasons for the increase in requests of assessment are as follow:

- Recognition of National Vocational Qualification (NVQ) for Foreign Employment.
- Public Administration Circular: 28/2016 issued by Ministry of Public Administration
- and Management Publicly with regard to the Recognition of National Vocational Qualifications (NVQ) for Employment Opportunities and Promotions of persons to Ministries / Departments.
- National Vocational Qualification System is gradually becoming popular in the society.
- Equivalence of NVQ level 03 and 04 to G.C.E O/L and G.C.E. A/L

In addition to award NVQ certificates through Competency Based Training (CBT), there is another route to award this qualification. A person who had gained experience in a particular occupation but was unable to follow a formal training course is eligible to get NVQ certificate by proving his/her ability with adequate evidence of his/her competencies. This is known as Recognition of Prior Learning (RPL) route.

The following three institutions have been authorized to grant a National Vocational Qualification through RPL route.

- National Apprentice and Industrial Training Authority
- Vocational Training Authority of Sri Lanka
- Department of Technical Education and Training

8.2.7 Conduct progress review meetings on RPL

Progress review meetings were held from time to time. During these meetings, issues on RPL route and challenges faced in this connection were discussed with the officers of NAITA and VTA. In addition, several meetings were held with the Officers of the Sri Lanka Bureau of Foreign Employment. Special training programs are being conducted at training centres function across the country under the Bureau for workers who seek foreign employment as “Domestic Housekeeping Assistant” and “Care Giver”. Final assessment will be conducted after the completion of training in order to award NVQ certificates.

8.3 Ensure the Consistency of Competency Based Assessment (CBA)

8.3.1 Conduct Workshops to Update Knowledge of Assessors to Ensure the Consistency of Competency Based Assessment

With the objective of achieving the above mentioned purpose, it was planned to conduct five (05) workshops plans within the year under review. The competency based assessment started in 2005 and training of assessors also commenced in the same year. During these workshops officers were made aware on assessment process and updated technology of the respective sector.

8.3.2 Monitoring of competency based assessment activities conducted at training centers of public and private sectors

The Division had monitored the 97 assessments activities carried out by the public and private sector training institutes during the year under review. Relevant decision was taken against assessors in cases where they have violated to the assessment process as per the NVQ circular 01/2017 and on the instructions senior management of the TVEC.

8.4 Conduct Inquiries

During the year under review, the written complaints relating to the assessment were referred to the Legal Officer of the TVEC.

8.5 Conduct Common Written Examination

8.5.1 Conduct Common Written Examination for awarding NVQ level 03 & 04

Common written examination was held for the occupations such as Beautician, Hair Dresser, Pre-school Teacher, Draughtsperson, Electrician, Automobile Mechanic and Refrigeration & Air Conditioning Mechanic. The details are as follow:

Occupation	January	July
Beautician	1743	2432
Hair Dresser	1617	2003
Pre-school Teacher	-	130
Draughtsman	-	255
Electrician	-	To be held in January 2018
Automobile Mechanic	-	
Refrigeration & Air Conditioning Mechanic	-	

The written examination was conducted by the Tertiary and Vocational Education Commission in January and July 2017 in the courses mentioned above (National Vocational Qualifications Level 3 and 4).

8.5.2 Conduct written examinations for NVQ level 5 and 6 programs

A Common written examination was conducted by the TVEC for ICT, Quantity Surveying, Construction Technology, Cosmetology, Agriculture Production Technology, Mechatronics Technology, Ref & AC Technology Level 5 and 6 programs on request of institutions in the year 2017.

8.6 Payment for Assessors

Activities related to Assessors' payment and their transport allowance for the assessments conducted at the following institutions, which come under the line Ministry, have been carried out this division.

- Department of Technical Education and Training (for competency based training courses)
- Vocational Training Authority of Sri Lanka (for competency based training courses)
- National Apprentice and Industrial Training Authority (for competency based training courses and enterprise based training)

Under this account, a total of 4987 vouchers submitted by the assessors have been certified and forwarded to the finance division by this division in 2017. The total value of these vouchers was Rs. 2,350,000.

8.7 Issuance of NVQ certificates

8.7.1 Issuance of NVQ Certificates

It was able to print and distribute 65,212 NVQ certificates by this division and details of which are given in table below.

Table 8.7.1 - NVQ certificate holders and number of certificates issued by institutes – 2017

Institution	Number of certificate holders			Number of certificates		
	CBT	RPL	Total	CBT	RPL	Total
Department of Technical Education and Training	5314	1	5315	6103	1	6104
National Apprentice and Industrial Training Authority	2290 733	4908	7926	2487832	5479	8798
Vocational Training Authority	18698	1348	20030	22093	1797	23890
National Youth Services Council	1091	-	1091	1219	-	1219
Private institutes	22922	-	22922	25201	-	25201
Total	50315733	6257	57305	57103832	7277	65212

Source: Certificate database of the TVEC

Table 8.7.2

Institute	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Total
National Apprentice and Industrial Training Authority	4	1057	4593	3144	0	0	8798
Department of Technical Education and Training	52	476	2640	2347	558	31	6104
National Youth Services Council	0	211	486	522	0	0	1219
Vocational Training Authority	372	2182	14129	6876	331	0	23890
Private institutes	10919	1070	10166	2477	299	270	25201
Total	11347	4996	32014	15366	1188	301	65212

Table 8.7.3 - Details of printed and distributed NVQ certificates – level wise

Institute	Male	Total	Female	Total
Department of Technical Education and Training	4504	6104	1600	6104
National Apprentice and Industrial Training Authority	5955	8798	2843	8798
Vocational Training Authority	15294	23890	8596	23890
National Youth Services Council	451	1219	768	1219
Private institutes	13226	25201	11975	25201
Total	39430	65212	25782	65212

Source: Certificate database of the TVEC

In addition to the above, TVEC has reprinted 1095 NVQ certificates in 2017 details of which are given below.

Table 8.7.4 - No. of certificates reprinted in 2017

Type	No. of Certificates
Re-printed certificates by reason of printing error	1095
Duplicate certificates for misplaced certificates	61
Total	1156

Source: Certificate database of the TVEC

A Comparison between NVQ Certificates issued in 2016 and 2017 is depicted in the table below.

Table 8.7.5 - A Comparison between NVQ Certificates Issued in 2016 and 2017 (Both CBT and RPL Modes)

Mode	2016	2017	Number of certificates increased	% increased
Competency Based Training (CBT)	37 987	57103	19116	50.3
Recognition of Prior Learning (RPL)	9030	7277	(1753)	-19.4

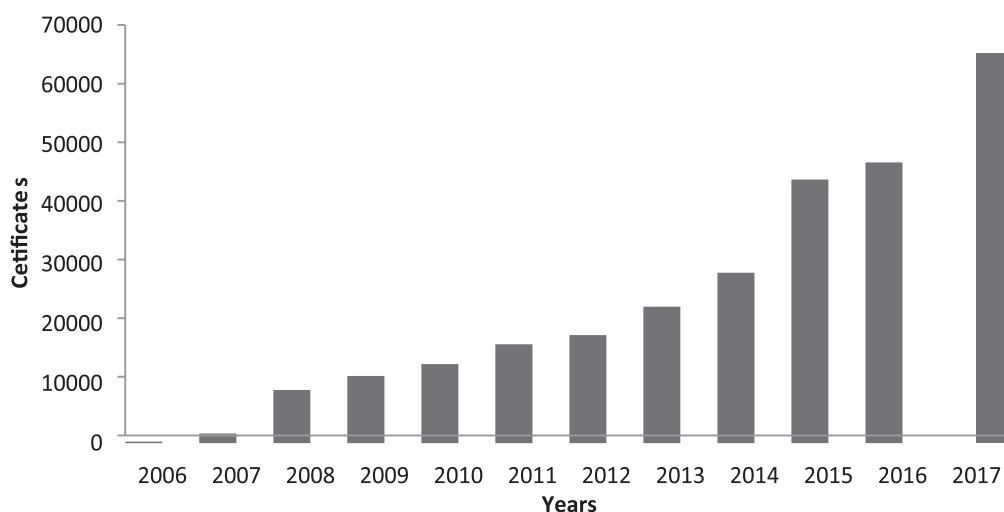
Source: Certificate database of the TVEC

Details of certificates issued since 2006 are given in Table

Table 8.7.6 - Total number of Certificates printed from 2006 to 2017

Year	No. of certificates
2006	259
2007	1,629
2008	8,915
2009	11,249
2010	13,256
2011	16,572
2012	18,111
2013	22,855
2014	28,546
2015	44,148
2016	47,017
2017	65,212
Total	277,769

Source: Certificate database of the TVEC



The Tertiary and Vocational Education Commission has issued certificates of 277,769 certificates at the end of the year 2017 since the inception of National Vocational Qualification Framework.

9.0 Industrial Liaison Division

9.1 Background

The primary objective of the Technical and Vocational Education and Training (TVET) sector is to create skilled individuals needed for the industry. A similar change in vocational education in accordance with the changing industries will change the economic status of any country. In comparison with other countries, industry sector is responsible for establishing this change in TVET sector in parallel to the change in the technical field. The Tertiary and Vocational Education Commission realized this situation well and taken necessary steps to establish a separate division called “Industrial Liaison” with the aim to get the contribution of the industry for the vocational education and technical field, in July 2016. Accordingly, the Industry liaison division has been able to bring forward the three Skills Sector Councils to a very active level and more productive services for the professional field. Although the Tourism Skills Sector Council has also taken steps to bring it into action, the Sector Council is at a disadvantage due to various issues.

9.2 Objectives of Industrial Liaison Division

The main objective of the Industrial Liaison division is to create a TVET sector which can provide human labour with skills which are needed for the industry. The following sub- objectives have been identified in order to achieve the main objective.

- Obtain industry contribution to develop competency standards and training courses that are being used to train in the TVET sector.
- Make aware the academic who involve in training in TVET sector on technological changes and new tendencies of the industries and provide necessary training in this regard
- Check whether there is a gap of skills between the given training and the demand of the industry and take actions to avoid the identified deficiencies
- Coordinate and support the process of providing industrial training for the apprentices/students who undergo training in the TVET sector
- Aware the apprentices/students who have completed the training on available job opportunities and support them to find jobs
- Aware non –formal trained craftsman on qualification and prepare them for career progression.
- Creating a positive image of the industry and their employment in the society
- Aware school leavers on TVET and attract them into the TVET sector.

9.3 Duties

The following activities have been carried out by the Industrial liaisons Division during the year 2017 in order to achieve above mentioned objectives.

- 9: 3: 1 Provide advance payments to the Sector Skills Councils for the development and updating of the National Competency Standards and curricula.
- 9: 3: 2 Coordinate necessary activities with sector councils and training agencies in order to provide industrial training opportunities for trainees
- 9: 3: 3 Gather information from the industry in collaboration with sector council and carry out activities with Information Systems Division of the TVEC in order to prepare labour market information reports
- 9: 3: 4 Maintain a database of the TVEC website to facilitate job placements for students.
- 9: 3: 5 Conduct training sessions for instructors of the TVET sector in collaboration with sector councils.
- 9: 3: 6 Provide necessary financial advances to function the office of the respective Sector Council
- 9: 3: 7 Carry out necessary activities to make the Sector Councils more productive
- 9: 3: 8 Conduct workshops for school children at provincial level with the support of District Career Guidance Centers and Industry Sector Councils
- 9: 3: 9 Monitor and evaluate District Career Guidance Centers and their Performance by an Evaluation Committee
- 9: 3: 10 Conduct Career Guidance Promotional Programs with the contribution of the industrial liaison division
- 9: 3: 11 Conduct Skills Competition of the Touch Your Future 2017
- 9: 3: 12 Conduct special activities / Participate at the Yovun Puraya National Event

9.3.1 Provide advance payments to the Sector Skills Councils for the development and updating of the National Competency Standards (NCS) and curricula

Following NCSs and curricula were prepared by the Construction Industry Sector Council (CISC) in order to deliver seven (07) short-term NVQ level 03 training courses:

- Construction Craftsman (Mason)
- Construction Craftsman (Concreting)
- Tile Installer
- Bar Bender
- Plumber
- Wood Craftsman (Building)
- Painter (Building)

Following 22 NCSs and their assessment resources were updated:

1. Bar Bender
2. Construction Site Supervisor
3. Construction Craftsman (Masonry)
4. Draftsperson
5. Industrial Plumber
6. Plumber
7. Wood Craftsman (Building)
8. Crane Operator
9. Building Service Technician
10. Construction Equipment Mechanic
11. Construction Equipment Operator
12. Multi Skilled Construction Craftsman
13. Road Construction Craftsman
14. Road Construction Site Equipment Operator
15. Scaffolder
16. Tile Installer
17. Painter (Building)
18. Laboratory Assistant for Construction Sector.
19. Survey Field Assistant
20. Assistant Quantity Surveyor
21. Elevator Technician
22. Occupational Safety and Health Officer

★ The ICT sector council has a developed a NCS and curriculum for the following at NVQ level 03

- ICT for Beginners NVQ level 03

In addition, following curricula were also developed at NVQ level 04

- IT Support
- Associate Software Developer
- Associate Creative Designer

Manufacturing and Engineering Service Industry Sector Council has developed a NCS and curriculum for the following eight (08) occupations

1. Tractor Operator
2. Harvest Operator
3. Electrician
4. Maintenance Technician
5. Dry Rubber Machine Operator
6. Hydraulic and Pneumatic Technician
7. Technician Pharmaceutical
8. Manufacturing Maintenance Technician

The following NCS/ curricula were updated:

1. Electrician
2. Welder
3. Plastic Processing Machine Operator

9: 3: 2 Coordinate necessary activities with Sector Councils and training agencies in order to provide industrial training opportunities for trainees

This division in collaboration with three (03) sector council has conducted workshops in 09 provinces with the participation of officers involved in the TVET sector to prepare a systematic program in order to provide industrial training opportunities for trainees. A study was conducted by using the information on current situation in each province, gathered during these workshops from the participants. The study report was presented to the heads of respective institutions. The concept of Regional Industry Forums was introduced with the view of more productive implementation of industrial training.

9: 3: 3 Gather information from the industry in collaboration with sector council and carry out supportive activities with Information Systems Division of the TVEC in order to prepare labour market information reports

The creation of websites of all present three sector councils is at the operational level, and each council publishes its labor market information on websites of such councils and the Information Systems (IS) division of the TVEC has already linked their websites to the website of the Tertiary and Vocational Education Commission.

9: 3: 4 Maintain a database of the TVEC website to facilitate job placements for students

The websites of respective Sector Councils have facilities for the inclusion of such data in their websites. Website of the Tertiary and Vocational Education Commission will be linked to such websites after reaching operational level and updating of data.

9: 3: 5 Conduct training sessions for instructors of the TVET sector in collaboration with Sector Councils

Two training sessions were held at Kothalawela Defense University in order to understand the practical experience of the instructors in the short term courses developed by the Construction Industry Sector Council.

Two (02) training workshop were conducted for Trainers to understand the training programs developed by the ICT Industry Sector Council.

Three (03) training sessions were conducted for instructors to understand the short-term training programs developed by the Manufacturing & Engineering Services Industry Sector Council.

In addition, two (02) training workshops were conducted for the selected instructors in the field of Welding and Aluminium Fabrication.

9: 3: 6 Provide necessary financial advances to function the office of the respective Sector Council

The allocated amount for each council was Rs. 06 million and funds were released at the end of each quarter of the year. All reports including the amount of expenditure were prepared by the Industry Liaison division of the, focusing on more effective way of spending money.

9: 3: 7 Carry out necessary activities to make the Sector Councils more productive

Allocations were made in order to conduct meetings of all three (03) during the year under review. In addition, the Tertiary and Vocational Education Commission had conducted meetings with the Chairmen of the Sector Councils to discuss the issues and prepare future programs.

9: 3: 8 Conduct workshops for school children at provincial level with the support of District Career Guidance Centers and Industry Sector Councils

Awareness programs were conducted at schools in Kegalle, Hambantota and Matale districts. Representatives of industry sector councils and district career guidance officers were actively involved in these programs.

9: 3: 9 Monitor and evaluate District Carrier Guidance Centers and their Performance by an Evaluation Committee

Monitoring and evaluation of the existing district guidance centers and their activities are being carried out by the Industrial Liaison Division of the TVEC through collection of data. Accordingly the following centers were monitored and evaluated in 2017.

- College of Technology – Anuradhapura
- Technical College – Vavuniya
- College of Technology – Jaffna
- Sri Lanka – German Training Institute – Kilinochchi

- District Vocational Training Centre – Horana
- District Vocational Training Centre – Peradeniya
- College of Technology – Kandy
- College of Technology – Ratnapura
- Technical College – Batticaloa
- District Office of the NAITA – Badulla
- Technical College – Wariyapola
- District Office of the NAITA – Matara
- Technical College – Matara

9: 3: 10 Conduct Career Guidance Promotional Programs with the contribution of the Industrial Liaison Division

The industrial liaison division conducted eight awareness workshops on Career Guidance and National Vocational Qualifications in the non-formal education sector. Also, two (02) awareness programs were conducted for school students in the year under review.

9: 3: 11 Conduct Skills Competition of the "Touch Your Future 2017"

The skills competition was conducted for the third time in 2017 to improve the skills and capabilities of the Sri Lankan youth. In the three round competitions, 33 students who excelled in their respective fields reached their final gains. Accordingly, the awards and certificates were presented by His Excellency the President Mr. Maithripala Sirisena on 15th July 2017 and this event was gracefully concluded at the Sugathadasa Stadium.

9: 3: 12 Conduct special activities / Participate at the "Yowun Puraya" National Event

The TVEC had participated at the Yowun Puraya National Event which was held in Trincomalee in 2017 and the industrial liaison division coordinated all activities of the TVEC. During the event, programs were conducted for participants to make them aware on career path, NVQ and training courses. Necessary information was disseminated among the general public through the exhibition stall of the TVEC.

- Provide necessary approval to develop technical glossaries for the selected construction sector occupations submitted by the Construction Sector Skills Council. At the beginning, a copy of the glossary of the plumbing industry is being prepared.
- Completion of following two (02) skills gap analysis report prepared by the respective sector councils
 - » Construction
 - » ICT

- Participate at board meetings of Sector Councils.
 - » Manjula Vidanapathirana, Actg. Director of industrial liaison division, participated at the board meetings of construction sector council and the manufacturing & engineering services sector council.
 - » Ms. Hashanthi Lakmini, Assistant Director of the industrial liaison division, participated at the board meetings of the IT Sector Skills Council and Tourism Sectoral Skills Council.
- Write articles for TVET Guide

TVET Guide prepared by the Tertiary and Vocational Education Commission published a series of articles written by this division for the skills sector councils as well as career guidance.

- Contributing to Evaluation Process

Officers from the Industrial Liaison division were involved in the evaluation process at the end training programme conducted for Skills Development Assistants/ Development Officers who were at the Training Institute for Technology Professionals (TITP)

- Participate at District Coordinating Committee Meetings

Officers of the Industrial Liaison Division had participated at the district coordinating committee meeting in Dankotuwa and the TVEC appreciated the services provided by the industrialist at this meeting. Keynote speech on sending students to potential on-the-job training was delivered by the guest and practical solutions for prevailing issues were also provided at the meeting.

- Participate at exhibitions

Officers of the Industrial Liaison Division had contributed for awareness programs arranged for public and students and prepared leaflets in order to disseminate among participants.

10.0 Information Systems Division

The Information Systems division of the TVEC collects data and information from various sources and analyzes those data using modern technology for the purpose of dissemination to needy parties. Information and Communication Technology has been used for this purpose and that make it easy for the users to utilize the information for required purposes. Organizational development can be achieved by sharing information The Information Systems division of the TVEC has made arrangements to undertake this important activity with the help of modern technology and is being instrumental in providing required information for strategic decision making for betterment of organizations.

10.1 Main Objectives of the Information Systems Division

The Information Systems division is responsible for the development, installation and maintenance of necessary information systems to facilitate the functions of the Tertiary and Vocational Education Commission. In 2017, the division was comprised of a Director, Actg. Labour Market Analyst and Statistician, Deputy Director and Librarian, Actg. Deputy Director, two (02) Assistant Directors, Development Officer, Programme Coordinating Officer, Computer Graphic Designer and Computer Hardware Technician in order to carry out the planned activities.

10.2 Main activities and programmes of the IS Division are as follow:

- Analyze labour market information as per the requirements
- Maintain an information system to prepare and publish TVET Guide for the next year
- Maintain UNEVOC regional centre and continue its activities and programs
- Develop and maintain labour market information system and web page
- Compile and publicize Labour Market Information (LMI) bulletin
- Compile and publicize TVEC Newsletter
- Develop and maintain computer systems in order to maintain successful implementation of other divisional activities of the TVEC
- Develop IT based software which is required for providing facilities to registered training institutions and new applicants (institutions) and provide information to such institutions in order to carry out activities successfully
- Develop, maintain and update the website of the TVEC which provides information to general public with regard to the services of the TVEC
- Maintain IT based software required for printing of NVQ certificates and provides instructions on online student's registration to registered institutions and administer online database
- Involvement in the Management Information System (MIS), which is being created under SSDP and provide necessary information to the TVEC
- Identify the needs of the procurement list of computers and allied equipment required by all divisions of the TVEC and provide specifications and technical instructions
- Provide internet, email and local area network services within the office of the TVEC, maintain the servers properly and update software and hardware components of servers

- Maintenance of the Library for the purpose of providing library facilities to internal staff of the TVEC
- Collect, analyze and compile labour market information on request, were among key activities of the IS Division
- Create computer graphics which are needed for the activities of the TVEC

Main information system of the IS division is comprised of Labour Market Information System, NVQ Certificate Awarding Information System, Planning & Research System, Registration Information System and Accreditation Information System. The division was able to undertake and complete following activities during 2017.

10.3 Develop and maintain Labour Market Information (LMI) system

Tertiary and Vocational Education Commission has established a labor market information system in order to provide the current job and other labor market information in Sri Lanka. The LMI is generated through analysis of survey data and published for the use of policy planners, career guidance officers, employment placement agencies, trainers, employers and employer organizations etc.

The processed LMI can be obtained from the LMI bulletin and also can be downloaded from the website of the TVEC (www.tvec.gov.lk/lmi)

10.4 Compile and publicize Labour Market Information (LMI) bulletin

The Information Systems Division has been able to publish two (02) labor market information publications in 2017. These publications have transparently analyzed the nature of the labor market of Sri Lanka from 02nd half 2015 to 01st half of 2017.

LMI Bulletin is comprised of following five sections:

1. Demand for Jobs
2. Employment
3. Unemployment
4. Supply of labour
5. Demand for labour and labour market research findings

During 2017, the IS Division had taken steps to improve the quality of the Labour Market Information bulletin, by adding TVET research findings, labour force statistics in order to give it a new look and make it attractive for those who have interested on changing labour market trends.

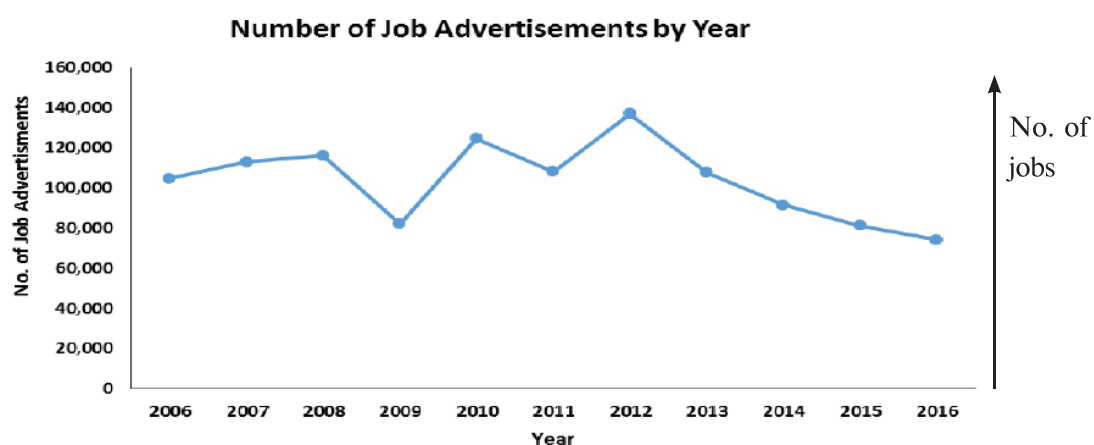
The LMI bulletin includes useful information on local and foreign demand for skills, current industry employment calculated based on newspaper job advertisements, employment placements, envisaged qualifications, gender, and experience etc.

Job advertisements appeared in “Silumina” and “Sunday Observer” and the Government Gazette since 2006 to 2016 are presented in the Table 8.1 given below.

Table 8.1: Count of Newspaper job advertisements

Year	No. of advertisements published
2006	104,839
2007	113,060
2008	116,157
2009	82,167
2010	124,741
2011	108,193
2012	136,994
2013	107,698
2014	91,430
2015	81,369
2016	74,248

Note: Jobs appeared in Government Gazettes included



With the intention of further strengthening of reliability of count of newspaper job advertisements, information included in email and Web Pages were taken into consideration.

10.5 Labour Market Information (LMI) Webpage

An updated LMI webpage has been maintained during 2017 for the purpose of providing reliable labour market information efficiently and effectively for the users. The information included in this website has been further improved by adding interactive graphs and tables in 2017.

Through the webpage, information of following categories were provided:

- Analysis of current labour market information
- Course details can be viewed from the internet
- Previous labour market information bulletins
- Concepts and definitions of labour market terminologies
- Browsing facilities to access useful websites
- Assistance to prepare bio data sheets
- Ability to gather information of job vacancies
- List of top 10 demand occupations in the technical and allied sector
- Course information through the TVET Guide
- Previous years' labour market information

An image of the LMI Webpage is given below



10.6 Internet, email and intranet facilities

As per the Government Circular on use of email for sharing of information pertaining to official matters, staff of the TVEC is provided with facilities to log on to the internet and use email with the view of increasing efficiency and also to reduce cost of sharing information. It facilitates the communication effectiveness of the staff of the Commission and facilitates the acquisition of new knowledge through the Internet. An intranet is maintained to provide information to the staff. Due to the flexibility of the new communication system and its ease of use, it has attracted the attention of the users. E-mail and Internet facilities have been increased in 2017 to provide an opportunity for communicating among staff the TVEC efficiently.

10.7 Maintain website of the TVEC

Website of the TVEC is being administered by the IS division. The website includes the new developments of the TVET sector, ongoing work of the TVEC, and updated and accurate labour market information. This information is extremely useful to those interested in the field.

The image of the website of the TVEC is given below



Facilities provided for institutes to send student details and NVQ assessment results through online systems which were initiated in 2015 were further improved during the year under review.

The main webpage of the TVEC provides access to following webpages:

- Labour Market Information (LMI)
- National Vocational Qualifications (NVQ)
- Institute Registration and Course Accreditation
- Planning & Research
- Intranet
- Research Cell of the TVEC
- News and events
- Information systems
- TVET Guide
- Award of NVQ
- Download of applications and information
- Internal web net

Webpages listed below have been further developed during 2017 by the IS division and connected to the Internet.

10.8 Registration & Accreditation Website

All details relevant to institute registration and course accreditation can be obtained through this website. Training institutions registered with the TVEC, accredited courses, quality management system information, registration application forms, registration renewal application forms, and accreditation application forms are also included in this website. This website was improved by adding online registration facilities and online payment systems. This process was further improved in 2017.



10.9 Registered institutions

Information on institute registration and course accreditation can be accessed through the TVEC website www.tvec.gov.lk. Through this facility, users can check details of registered institution and course accreditation in following ways:

1. Training institutes by province and sector
2. Training institutes by province and ownership
3. Training institutes by province or part of institute's name
4. Training institutes by course names and district

SEARCH INSTITUTE/COURSE							Home
Search	Course	Institute	Address	Telephone	District		
☐ Institute	Certificate for Computer Graphic Designer(Basic Vocational Skills)	3D Mind	145/1, Kandy Road, Kinbatthoda.	0115653168	Gampaha		
☒ Course	Higher Diploma Course in Graphic Design	A.O.D. Colombo (Pvt) Ltd	No. 29, Launies Road, Colombo 04	0115742480	Colombo		
Province (Optional)							
Western							
District (Optional)	Graphic Designing	Acad Training School (pvt) Ltd,	316 Pannipitiya, Road, Palawatta, Batharamulla.	0557520	Colombo		
Select District							
DS Division (Optional)	Certificate in Graphic Designing	American Institute of Computer Technology	No.3 1/2, Fernando Road, Wellawatta, Colombo 06	0112363632	Colombo		
Select DS Division							
Sector (Optional)	Certificate for Computer Graphic Designer (Basic Vocational Skills)	Aono Naoko Education Foundation	Aono Naoko Computer Training School Aluthgama Road Matugama	0342243765	Kalutara		
Select Sector							
Course Name	Certificate in Graphic Designing	Art Academy	335/A/1, Kotte Road, Nugegoda	0112-824008	Colombo		
Graphic Design							
	Certificate in Computer Graphic Designing	Asian Computer Education (Pvt) Ltd	230 1/1 , George R De Silva Mawatha, Colombo 13,	03388726	Colombo		
	Certificate Course for Computer Graphic Designer	Asian Computer House and Asian Computer Academy,	No. 159/C/D, Airport Road, Peelawatta, Andambalana.	0112265618	Gampaha		
	Certificate for Computer Graphic Designer	Beetaacom Multimedia and Computer Studies	94, Colombo Road, Gampaha	0332236000	Gampaha		
	Certificate for Computer Graphic Designer	Beetaacom Multimedia and Computer Studies	No.26, Dianovita Road, Meerigama	033 22 7401	Gampaha		
	Certificate Course in Graphic Designing	Beyond Basics College of Information and	290 1/2 , Malabe Road, Koswatta, Thalangama	0112 791821	Colombo		

10.10 Planning & Research Website

This site includes TVET Policies, Corporate Plans, Annual Implementation Plans, Vocational Education and Training (VET) plans and details of financial assistance awarded. Furthermore, website provides access to Research Cell website where Research Cell objectives, establishment of Research Cell, types of research, and details of researches in progress are included. Those interested in TVET research can access useful information through this website.

Following is an image of the Planning & Research webpage: English · Sinhala · Tamil

පාලන හා පර්යේෂණ බෙදායුතු කොටුව
தர்ப்பாற்றல் மற்றும் தொழில்நுட்பக் கல்வியை மேற்கொள்ளும்
Tertiary and Vocational Education Commission
Ministry of Skills Development and Vocational Training

Home About Us **TVET Policy** Training Centers & Courses Sector Skill Councils English & Career Skills Information Contact Us Publications

Online Services & Forms Commission Decisions Circulars & Guidelines Career Guidance Services Career Opportunities TVEC Mail Services & Charges

Planning & Research (P&R) Division

- [TVET policies and Strategies](#)
- [Corporate Plan and Annual Implementation Plan](#)
- [Vocational Education and Training \(VET\) Plans](#)
- [Financial Assistance](#)
- [Research and Studies](#)
- [Contacts](#)

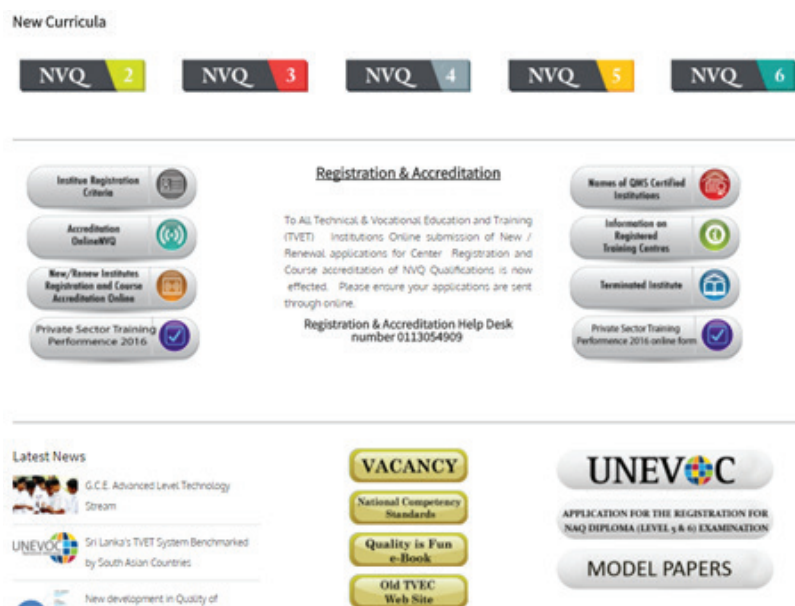
The Planning & Research (P&R) division of the TVEC is responsible for giving effect to the objective of set out in the Tertiary and Vocational Education (TVE) Act No. 20 of 1990 i.e. planning, co-ordination and development of the tertiary education and vocational education at all levels in keeping with human resource needs of the economy. For the purpose of achievement of aforementioned objective, following core activities are undertaken on annual basis.

Research Cell

A data survey of those entering the website of the Tertiary and Vocational Education Commission has been done and in the year 2017, more than 20,000 people have used this research site locally and internationally. This webpage includes the details of past research studies done so far, progress of the current research studies and future research studies to be done with the financial assistance of the TVEC.

10.11 Webpage of the Information Systems division

This website was further developed and maintained in 2017 to provide information on the sector. Below is an image of this site.



In addition to the information above, the Information System Division has developed and maintained the following database in 2017:

- Registered Training Centers and Accredited Courses
- Information of National Vocational Qualifications holders
- Newspaper survey details

In addition, the Information Systems Division has been in operation in 2017 to improve the efficiency of the Institute in internal computer networks, Internet and electronic mail systems, network firewalls etc.



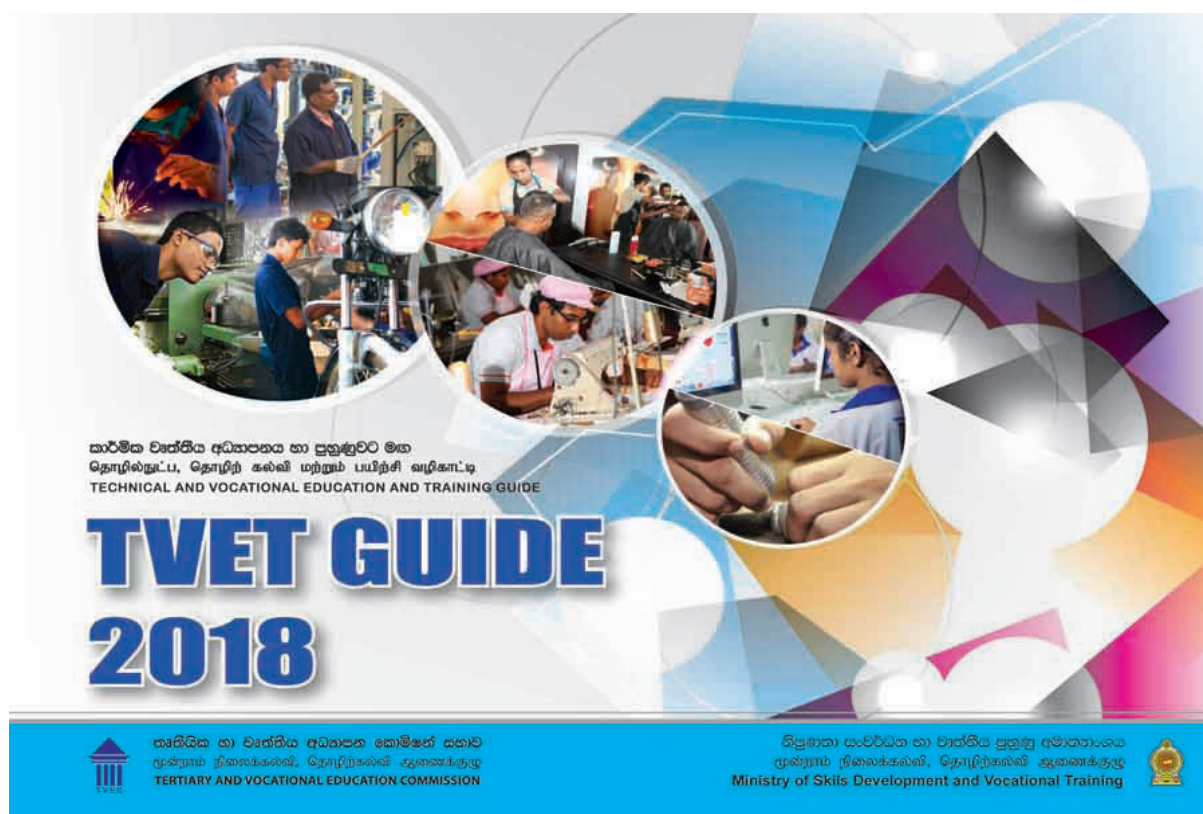
10.12 TVET Guide

In addition to the Labor Market Information Bulletin, the Information System Division of the TVEC published the TVET for 2018 at the end of 2017.

This TVET GUIDE includes details of course fees, details of registered training institutions and accredited courses provincial wise and training sector wise in Sri Lanka.

At provincial level, each institution is categorized according to the criteria for studying courses.

An image of TVET Guide is depicted below.



This Guide has also been published on the website of the TVEC by provincial wise. The details cover:

1. Provincial and training sector wise institute details
2. Provincial and educational qualification wise institute details
3. Provincial and training sector wise course details

Below is an image of this site.



This is a comprehensive guide on the Technical and Vocational Education and Training opportunities available at the public and private sector training institutions. Students can find out what Technical and Vocational Education and Training sector Provides for their future career. This Guide has six indexes which support easy access to field of study and educational qualifications required.

Search Courses By;

- Training Sector
- Course Name
- Entry Qualification
- Course Mode
- District
- Training Provider

Search Courses By Candidate Requirements;

Enter Course Name:	
Select Course Mode:	-- Select --
Select District:	-- Select --
Select Entry Qualification:	-- Select --
Enter Your Age:	
Search	

10.13 TVEC Newsletter

During the year 2017, the TVEC Newsletters and TVET Newsletters were distributed free of charge to all Registered Training Centers and interested stakeholders with a view of creating awareness on the work done by the Tertiary and Vocational Education Commission.

Images of two newsletters are given below:



10.14 Library of the TVEC

The Library of the TVEC is managed by the IS division. It provides library facilities and other information services for persons attached to local and international educational institutions, professionals and researchers. Following are some of the facilities provided by TVEC Library:

- Providing books and research reports of TVET sector
- Administration and distribution of the TVEC publications
- Providing reference facilities to regular publications
- Reading facilities of daily and weekly newspapers, and other documentation facilities
- Other reference, documentation facilities and information services

Details of purchase of books for the Library during the period 2006 -2016 are given below

Year	Value Rs.
2006	99,513.00
2007	150,000.00
2008	195,000.00
2009	99,288.00
2010	50,000.00
2011	25,000.00
2012	50,000.00
2013	50,000.00
2014	50,000.00
2015	50,000.00
2016	50,000.00
2017	50,000.00

In addition, the Library provided inter library lending service for the users who sought books which are not available in TVEC Library. In order to provide information needed for staff members, the library provided exchange services in association with other Libraries during 2017. The staff members were provided with Library membership and facilities of the British Council thus giving opportunities to staff of the TVEC to refer international publications.

10.15 Special programs and newly developed services organized by the Information Systems in 2017

The National Skills Development Report relevant to the Vocational Training for the year 2015 was prepared and published. The National Skills Development Report provides a basic report on the skills that were available in the Sri Lankan labor market in 2015. This report expects to provide best estimates from medium to long-term trends of the labor market.

This report also provides supply of labour, forecasted demand, past data based on the perceptions and report is being prepared on assumptions of key main factors. The logic behind such predictions is that there is a broad, systematic, stable and transparent number of projections that provides useful metrics and transparency for all participants in the labour market. This report provides useful information on the changing nature of policy analysis and employment patterns, and the implications for the impact on competency requirements.

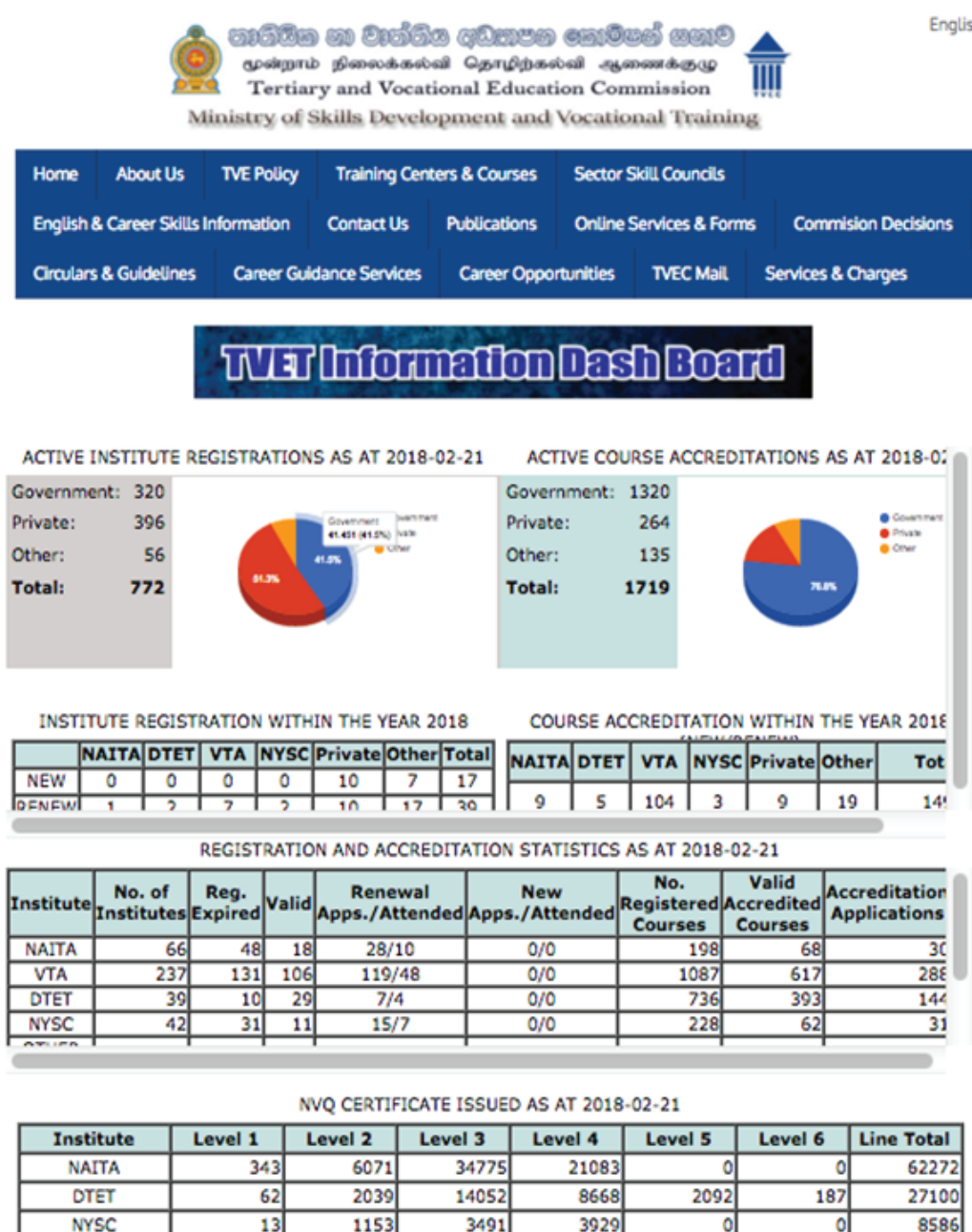
10.16 Information system software developed in 2017

In 2017, the Information Systems Division designed the Information Dash Board for the website that links the real-time databank. It can be used to meet the dynamic information needs of every stakeholder.

Following are some of the latest information on the website.

- Active Registered Training Institutes
- Active Accredited Courses
- Issuance of NVQ certificates by training providers
- Issuance of NVQ certificate by level wise

The Information Dash Board is shown below:



11.0 International Cooperation

11.1 TVET Systems for Sustainable Development: Innovations & Best Practices in Quality Assurance of TVET in South Asia

UNESCO-UNEVOC International Centre, in collaboration with the Tertiary and Vocational Education Commission Sri Lanka, organized a workshop titled ‘TVET Systems for Sustainable Development: Innovations & Best Practices in Quality Assurance of TVET in South Asia’ in Colombo from the 20-22 February 2017. The workshop hosted key stakeholders and UNEVOC centres from the South Asian region, to discuss their qualification Systems and their quality assurance against regional and international trends.

As more and more countries in South Asia complete their National Qualification Frameworks (NQF), there is a greater need for realigning existing quality assurance Systems to support the improved learning outcomes envisioned by these frameworks. All the participating countries developed a Country Report outlining the salient features of their respective NQF and National Vocational Qualification Framework, which were used as a basis for the subsequent discussions and the development of a comparative overview for the sub-region. While providing a platform to the participating stakeholders to learn more about the different Systems within the region and beyond, this workshop also enabled them to identify which aspects of other such Systems were conducive to adaptation in their respective contexts.

One of the key learnings from the workshop was that while all participating countries had existing National Qualification Frameworks with the Vocational Qualification Frameworks as their subset, the quality assurance Systems and their evaluation mechanisms were still at early stages of development. During the discussions, the participants also highlighted the need for continuing mutual cooperation and policy learning to identify best practices to bridge existing gaps in their respective Systems.

The workshop was attended by 48 participants including 5 UNEVOC centres from 5 Member States in the region.





11.2 A Study Tour Program for the officials of the National Skill Testing Board (NSTB) Nepal.

“The Study Tour Program for the National Skill Testing Board (NSTB) Nepal towards the Establishment of NVQS” was designed to provide an overview of the national vocational qualification Systems of the Philippines, Malaysia, Sri Lanka and Thailand and integrate the learnings in designing and implementing the Nepal vocational qualifications Systems. This tour was organized by Department of Technical Education and Training (DTET) in collaboration with Colombo School of Teaching (CPSC) and held from 6th to 11th July 2017.

The program was prepared with the intention to improve the effectiveness and update National Vocational Qualification (NVQ) System of Nepal. The team gained knowledge and good practices on NVQ framework during the study trips in Thailand and Sri Lanka. In addition, the team visited several public and private sector training institutions to study the trends in the implementation of Sri Lanka’s Vocational Training System and NVQ Framework.

A meeting was held on the 10th of July, 2017 at the office of the TVEC by the relevant Directors to exchange experience in implementing the NVQ programs in Sri Lanka since the inception of NVQ framework. At the end of sessions, practical issues of the NVQ and RPL and implementation and promotion of the NVQ in Nepal were discussed.

Project preparation and Initiation for the Establishment of an e-commerce Training Center in Sri Lanka

e-commerce is an emerging global trend that supports online trading and business activities. New technologies required for the development of the human resources capabilities and for the promotion of e-commerce throughout the world.

The Tertiary and Vocational Education Commission (LEO), the regulatory body for TVET sector, initiated the development and implementation of new training program for e-Commerce through public and private sector training institutions in Sri Lanka. Zhejiang Technical Institute of Economics (ZJTIE) is the first-ever National Vocational Technical College and a full-time public sector vocational school, which is supervised by the Education Department of the Shenyang Province and the Zhejiang Materials Industry International Co., Ltd.. Vocational Training Authority of Sri Lanka (VTASL) is the largest network training institution in the state sector.

The e-commerce course was initiated in 2017 under the patronage of the above mentioned organizations. The project expects to provide a training center free of charge and give students practical training, Chinese language, and entrepreneurship skills in China. This project is to be implemented in 2018.

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31ST DECEMBER 2017

REVENUE	NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
Treasury Grants	01	123,422,576	111,334,030	89,250,310
Projects Grants	02	56,517,948	43,498,836	27,484,163
Operating Income Generated	03	17,551,157	12,892,261	10,118,202
Financial Grants Returned				
Non Operating income Generated	04	320,888	334,786	208,250
		197,812,569	168,059,913	127,060,925
Staff Loan Interest and Other Interest Income	05	831,614	569,400	455,174
Profit on Disposal of Assets				
		198,644,183	168,629,313	127,516,099
Differed Income		10,287,724	10,709,174	12,124,776
		208,931,907	179,338,487	139,640,875
EXPENDITURES				
Board Directors & Committee Observers Allowances	06	334,881	969,480	547,500
Personal Emoluments	07	60,526,230	59,632,035	48,378,802
Traveling Expenses	08	2,393,790	1,813,492	1,689,008
Supplies & Consumables used	09	7,888,983	6,638,910	6,178,919
Maintenance Expenses	10	5,661,316	3,996,515	3,985,584
Rehabilitation Expenses	11	630,359	1,443,053	1,243,542
Contractual Services	12	13,203,376	10,757,571	10,010,560
Operational Expenses	13	49,830,111	51,936,841	26,533,239
		140,469,046	137,187,897	98,567,154
Projects Expenses	14	49,797,969	42,166,573	27,526,270
		190,267,015	179,354,470	126,093,424
Depreciation	15			12,124,776
		190,267,015	179,354,470	138,218,200
Net Surplus (Deficit) Before Provision		18,664,892	-15,982	1,422,675
PROVISION FOR THE YEAR				
Gratuity Provision		1,752,096		3,370,479
				141,588,679
NET SURPLUS (DEFICIT) AFTER PROVISION		16,912,796	-15,982	(1,947,804)

Signed for and on behalf of the Tertiary and Vocational Education Commission



A.S. Amarasinghe
Deputy Director (Finance)



Malkanthi Jayawardana
Director Generala

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
STATEMENT OF FINANCIAL POSITIONS AS AT 31ST DECEMBER 2017

DESCRIPTION	NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
Non Current Assets				
Property Plant & Equipment	15	34,567,929	34,880,154	35,772,126
Current Assets				
Debtors	16	9,223,344	7,882,420	7,456,701
Deposits & Receivables	17	9,977,296	5,087,031	4,053,559
Inventory	18	2,258,857	1,319,100	549,963
Cash & Cash Equivalents	19	17,476,470	17,551,752	8,665,511
		38,935,967	31,840,303	20,725,734
TOTAL ASSETS		73,503,896	66,720,457	56,497,860
EQUITY AND LIABILITIES				
Accumulated Fund		175,452	175,452	175,452
Translation Reserve	20	14,799,749	299,124	(1,316,891)
		14,975,201	474,576	(1,141,439)
Non Current Liabilities				
Deffered Income	21	34,567,929	34,880,154	35,772,126
Provision for Gratuity Schedule -01		13,710,352	11,968,256	12,985,188
		48,278,281	46,848,410	48,757,314
		63,253,482	47,322,986	47,615,875
Current Liabilities				
Creditors	22	455,130	7,175,841	1,683,702
Refundable Deposits & Payables	23	9,795,284	12,221,630	7,198,283
		10,250,414	19,397,471	8,881,985
TOTAL LIABILITIES		73,503,896	66,720,457	56,497,860

"The Board of Directors are responsible for the preparation and presentation of these Financial Statements These Financial Statements were approved by the Board of Directors and signed on their behalf."



A.S.Amarasinghe
Chairman



Malkanthi Jayawardana
Director General

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
CHANGES IN EQUITY AS AT 31ST DECEMBER 2017

	Accumulated Fund	Translation Reserve	Total
	Rs	Rs	Rs
Balance as at 01.01.2015	175,452	625,948	801,400
Prior Year Adjustment		4,972	4,972
Opening balance difference		(7)	(7)
During the year Surplus /(Deficit)		(1,947,804)	(1,947,804)
Balance as at 01.01.2016	175,452	(1,316,891)	(1,141,439)
Correction of Depreciation		33,731	33,731
Prior Year Adjustment		1,378,797	1,378,797
Over / under provision adjustment		219,469	219,469
During the year Surplus /(Deficit)		(15,982)	(15,982)
Balance as at 31.12.2016	175,452	299,124	474,576
Prior Year Adjustment		1,157,183	1,157,183
Opening balance difference		195,539	195,539
Over / under provision adjustment		(3,764,893)	(3,764,893)
During the year Surplus /(Deficit)		16,912,796	16,912,796
Balance as at 31.12.2017	175,452	14,799,749	14,975,201

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
CASH FLOWS STATEMENT YEAR ENDED 31ST DECEMBER 2017

NET OPERATING SURPLUS /(DEFICIT) FOR THE YEAR	2017 (Rs)	2016 (Rs)	2015 (Rs)
Surplus (Deficit) from Ordinary Activities	16,912,796	(15,982)	(1,947,804)
Profit on disposal of Fixed Assets			
ADJUSTMENT OF NON CASH MOVEMENTS			
Prior year adjustment	1,157,183	1,378,797	4,972
Depreciation	10,287,724	10,709,174	12,124,776
Opening Balance difference	195,538	(1)	(7)
Adjustment	(3,764,893)	219,469	
Gratuity Provision	1,742,096	(1,016,932)	3,370,479
Differed Income	(312,225)	(891,972)	(10,474,824)
	26,218,219	10,382,553	3,077,592
Interest Income			455,174
Gratuity paid			
OPERATING SURPLUS /(DEFICIT) BEFORE WORKING CAPITAL CHANGES	26,218,219	10,382,553	2,622,418
Increase/Decrease in Debtors	(1,340,924)	-425,739	(119,439)
Increase/Decrease in Deposits & Receivables	(4,890,265)	(1,033,472)	(41,873)
Increase /Decrease in Inventory	(939,757)	(769,137)	240,910
Increase/Decrease in Creditors	(6,720,711)	5,492,139	(1,391,092)
Increase/Decrease in Refundable Deposit & Payables	(2,426,346)	5,023,347	(249,309)
	(16,318,003)	8,287,138	(1,560,803)
Interest Income			455,174
NET CASH IN OPERATING ACTIVITIES	9,900,216	18,669,711	1,516,789
CASH FLOW FROM INVESTING ACTIVITIES			
Acquisition of property, Plant & Equipments	(9,975,499)	(9,683,470)	(1,649,952)
Net Disposal value of Fixed Assets			
Proceeds from Sale of Property, Plant & Equipment			
NET CASH FROM / (USED IN) INVESTING ACTIVITIES	(9,975,499)	(9,683,470)	(1,649,952)
CASH FLOW FROM FINANCING ACTIVITIES			
Accumulated Fund			
Reserves (Transfer to the General Treasury)			
NET CASH FROM / (USED IN) FINANCING ACTIVITIES			

Net Increase/(Decrease) in Cash & Cash Equivalents.	(75,282)	8,886,241	(133,163)
Cash & Cash Equivalents at the beginning of the year	17,551,752	8,665,511	8,798,674
NET CASH & CASH EQUIVALENTS AT THE END OF THE YEAR	17,476,470	17,551,752	8,665,511
NOTES TO THE CASH FLOW STATEMENT CASH & CASH EQUIVALENTS AT THE END OF THE YEAR			
Peoples Bank Y.M.B.A.Branch A/c No-078-1001-722-66044	8,159,707	5,247,176	4,364,813
Peoples Bank Y.M.B.A.Branch A/c No-078-1001-122-68324	4,208,448	7,976,652	38,712
Peoples Bank Y.M.B.A.Branch A/c No-078-1001-422-66050	550,011	180,789	365,062
Call Deposit	4,558,304	4,147,135	3,896,924
	17,476,470	17,551,752	8,665,511

Singed for and on behalf of the Tertiary and Vocational Education Commission



A.S.Amarasinghe
Deputy Director (Finance)



Malkanthi Jayawardana
Director General

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

	SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
01. Treasury Grants				
Recurrent Grant		119,850,000	104,000,000	82,200,000
Capital Grant -Rehabilitation	1.1	640,000	1,560,000	1,235,000
Capital Grant -Acquisition of Property , Plant & Equipments	1.2	9,627,424	4,453,970	999,690
Capital Grant -Capacity Building	1.3	2,932,576	5,774,030	5,815,310
		133,050,000	115,788,000	90,250,000
Less :Transfer to Differed Income		9,627,424	4,453,970	999,690
Grants to be returned to the Treasury				
		123,422,576	111,334,030	89,250,310
02. Projects Grants				
ILO Grants	2.1			162,800
Short Term Programme (Local/ Foreign)	2.2	17,322,377	9,243,043	291,127
SSDD	2.3	39,195,571	34,255,793	27,030,236
		56,517,948	43,498,836	27,484,163
03. Operating Income Generated				
Institutes Registration Fees	3.1	1,551,047	1,901,300	1,792,200
Institutes Accreditation Fees	3.2	1,410,000	3,371,900	2,097,300
NVQ Certificate Printing Income (Net)	3.3	12,393,192	4,803,385	4,140,790
Assessor Registration Fees	3.4	73,739	56,500	369,250
Sale of Publications	3.5	861,500	1,517,847	556,766
Net Income From Record Books Sales	3.6	1,261,680	1,241,329	1,161,896
		17,551,158	12,892,261	10,118,202
04. Non Operating Income Generated				
Sales Of Obsolete Items		6,133	37,495	
Income Of Assign Vehicle for Personal Use				
Non Refundable deposit		20,500	45,451	43,149
Other Income		6,000	10,500	-
Cancelled cheques				2,400
Unpresented Cheques				56,687
Recovery of Excess Telephone bills		288,255	241,430	106,014
		320,888	334,876	208,250

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

	SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
05. Staff Loan Interest & Other Interest Income				
Commission Loan Interest Income		39,772	79,853	52,185
Distress Loan Interest		379,658	237,506	215,908
Special Advance Interest		1,015	1,830	1,701
Fixed Deposit Interest		411,169	250,211	185,380
		831,614	569,400	455,174
06. Board Directors & Committee Observers Allowances				
Honorarium of Board Members		244,888	802,500	459,000
Audit & Mgt. Member Fees		89,993	166,980	88,500
		334,881	969,480	547,500
07. Personal Emoluments				
Salaries & Wages		47,807,117	49,008,089	39,245,377
EPF Contribution		7,501,011	5,685,581	4,848,704
ETF Contribution		1,356,698	1,440,940	1,211,680
Overtime & Holiday Pay		1,579,155	1,260,925	892,541
Payment for Trainees		1,307,250	1,336,500	1,753,000
Chairman Allowance		975,000	900,000	427,500
		60,526,231	59,632,035	48,378,802
08. Traveling Expenses				
Domestic		435,410	468,646	321,364
Foreign		1,958,380	1,344,845	1,367,644
		2,393,790	1,813,491	1,689,008
09. Supplies & Consumables used				
Printing, Stationery & Office Requisites	9.1	4,540,038	3,258,382	3,548,095
Fuel Expenses	9.2	1,389,337	2,348,666	1,767,366
Transport Expenses		21,514	8,863	11,948
Uniform		124,000	126,000	90,000
Newspapers & Magazine Expenses		119,170	115,020	94,425
Other Service Expences		1,239,430	171,516	286,588
Entertainment Expenses		216,239	314,533	262,207
Photocopy Allowance		2,500	5,500	2,900
Staff welfare		236,755	290,430	115,390
Total		7,888,983	6,638,910	6,178,919

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

	SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
10. Maintenance Expenses				
Motor Vehicle Insurance & Maintenance	10.3	4,590,028	3,447,090	3,217,620
Plant, Machinery & Equipment Maintenance		466,639	141,053	180,358
Building & Structure Maintenance		206,200	23,861	145,278
Computer Maintenance		268,365	217,195	105,501
Mechanical & Electronic Goods		34,234	106,161	286,011
General Maintenance		95,851	61,155	50,816
		5,661,316	3,996,515	3,985,584
11. Rehabilitation Expenses				
Rehabilitation Vehicles		239,660	915,550	555,705
Rehabilitation Plant Machinery & Equipment			459,800	385,333
Rehabilitation Building & Struture		390,699	67,703	302,504
		630,359	1,443,053	1,243,542
12. Contractual Services				
Telecommunication		3,601,843	2,584,912	1,925,928
Postal Charges		310,816	526,870	356,474
Electricity Expenses		2,382,769	2,740,253	2,815,787
Water		222,332	157,463	182,008
Rates & Taxes & Rent		171,360	190,400	131,040
Security Charges		1,129,013	1,231,650	1,231,650
Janitorial Charges		1,218,445	1,329,267	1,329,247
Audit Fees			250,000	250,000
Legal Charges & Stamp Fee			162,500	75,000
Subscription & Member Fees - Domes-tic		3,000		-
Subscription & Member Fees - Foreign		46,300	46,129	31,250
Subscription for periodicals		13,484		13,777
Staff Training & Development		495,796	860,371	936,546
Money Transist Insurance		14,366	13,480	13,929
Service Agreements		401,026	664,276	717,924
Transfer for adjustment		3,192,826		
		13,203,376	10,757,571	10,010,560

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

		SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
13. Operational Expenses					
Institute Registration Expenses		13.1	142,430	853,701	863,217
Financial Grants		13.2	1,658,780	1,318,435	3,477,557
Accreditation Expenses		13.3	379,092	1,041,279	1,654,933
NVQ Programmes Expenses		13.4	32,950,571	31,380,277	15,195,262
Sector VET Plan Preparation Expenses		13.5	18,504	2,607,538	1,571,360
Development of Provincial VET Plan			2,274,710	526,938	290,025
LMI Expenses		13.6		1,440,947	1,348,586
Estabilishing Quality Management Sys- tem Expenses			535,775		
Development Of Competency Standards,Translation of Standards			473,045	1,029,666	1,346,130
Research Expenses For TVET Sector Improvement			35,090	867,750	492,785
Financial Assistant Monitoring & Coor- dination Expenses			752,445	43,800	134,246
Translation Fees				117,336	158,388
Transfer Account			10,287,724		750
Depreciation			49,830,111	10,709,174	
			51,936,841	51,936,841	26,533,239
14. Projects Expenses					
Expenses on ILO Grants		14.1			162,800
Short Term Programme Expenses		14.2	12,573,088	7,910,780	333,234
SSDD		14.3	37,224,881	34,255,793	27,030,236
			49,797,969	42,166,573	27,526,270
Property , Plant & Equipment	NOTE	01.01.2017	Addition	Disposal	31.12.2017
Vehicles	15.1	68,451,255			68,451,255
Furniture & Fittings	15.2	5,251,795	664,259		5,916,054
Plant & Equipment	15.3	470,746	6,760,412		7,231,158
Office Equipment	15.4	8,424,958	804,080		9,229,038
Computer & Accssories	15.5	27,382,256	854,290		28,236,546
Library Books	15.6	901,392	52,458		953,850
Name Board	15.7	519,290	-		519,290
Computer Software	15.8	6,944,979	840,000		7,784,979
		18,346,671	9,975,499		128,322,170

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

		SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
	%	01.01.2014	For the Year	Disposal	31.12.2017
Vehicles	25%	50,633,558	4,454,424		55,087,982
Furniture & Fittings	10%	2,970,222	254,381		3,224,603
Plant & Equipment	25%	269,228	1,059,924		1,329,152
Office Equipment	25%	4,716,906	977,267		5,694,173
Computer & Accssories	33%	18,439,559	3,044,802		21,484,361
Library Books	25%	695,764	51,812		747,576
Name Board	25%	421,543	24,436		445,979
Computer Software	25%	5,319,738	420,678		5,740,416
		83,466,518	10,287,724		93,754,242
		34,880,153			34,567,929
		SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
16. Debtors					
Operational Debtors		16.1	304,695	304,695	285,195
Staff Loan Granted		16.2	8,918,649	7,577,725	7,171,506
			9,223,344	7,882,420	7,456,701
17. Deposits & Receivables					
Advance For Staff Officers and Others			8,498,349	488,527	481,287
Claim Receivable From Outside Institutes		17.1		2,988,766	2,680,769
Claim Receivable From Staff Members			279,855	444,679	236,179
Pre payments		17.2	11,556	74,092	11,169
Personal Dialog Bill Recovery			470,802	23,754	17,303
Recoverable NVQ Certificate Printing Expenses		17.3	716,733	1,067,213	500,352
Advance Payment on Public Sector Grants					126,500
			9,977,296	5,087,031	4,053,559
18. Inventory					
Inventory - Record Books			836,452	614,842	549,963
Inventory - Stationery			624,505	704,258	
Inventory - Certificate			797,900	797,900	
			2,258,857	1,319,100	549,963

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

	SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
19. Cash & Cash Equivalents				
Peoples Bank Y.M.B.A.Branch A/c No-078-1001-722-66044		8,159,707	5,247,176	4,364,813
Peoples Bank Y.M.B.A.Branch A/c No-078-1001-122-68324		4,208,448	7,976,652	38,712
Peoples Bank Y.M.B.A.Branch A/c No-078-1001-422-66050		550,011	180,789	365,062
Call Deposit		4,558,304	4,147,135	3,896,924
		17,476,470	17,551,752	8,665,511
20. Translation Reserve				
Translation Reserve -Beginning of the year		299,124	-1,316,891	625,948
Opening balance Adjustment (TVET Guide Income)			33,731	
Over/ under provision adjustment		-3,764,893	219,469	
Net Surplus (Dificit) For the Year		16,912,796	-15,982	(1,947,804)
Opening balance Adjustment		195,538		(7)
Prior Year Adjusment		1,157,183	1,378,797	4,972
		14,799,749	299,124	(1,316,891)
21. Deferred Income				
Deferred Income -Beginning of the year		34,880,154	35,772,126	46,246,950
Accumulated Depreciation Adjustment			33,732	
		34,880,154	35,805,858	46,246,950
Add:-Property , Plant & Equipments		9,975,499	4,453,970	650,262
Assets granted by the project			5,329,500	999,690
		44,855,653	45,589,328	47,896,902
Less: Net Value of -Disposed Fixed Assets				
		44,855,653	45,589,328	47,896,902
Less:Charged to the Financial Perform- ance in the Year		-10,287,724	-10,709,174	(12,124,776)
Deferred Income -End of the year		34,567,929	34,880,154	35,772,126
22. Creditors				
Operational & Other Creditors	22.1		7,175,841	1,683,702

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

	SUB NOTE	2017 (Rs)	2016 (Rs)	2015 (Rs)
23. Refundable Deposit & Payables				
Payable to Treasury	23.1	1,587,308	600,087	151,566
Payable to Inland Revenue Department	23.2	78,328	48,251	129,251
Refundable Project Grants	23.3	4,859,767	4,768,448	3,669,455
Personal Emoluments Payable	23.4	20,683	950,530	7,229
Tender Deposits Payable		592,994	181,428	70,300
Audit Fee Payble		1,170,080	1,170,080	920,080
Retention Money		563,491	162,091	85,110
VET Plan Preparation				-
Deposit for QMS		15,000	15,000	15,000
Research & Other Payable			3,427,229	1,459,848
Transfer Account		49,536	743,524	
Accrued Expenses		662,575	70,367	
Cheque Cancellation Account		110,927		
Vocational Training Authority (Over payment for certificates)		84,595	84,595	
Payable Financial Grants		1,658,780		
		9,795,284	12,221,630	6,507,839

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
SUB NOTES FOR THE STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED
31ST DECEMBER 2017

	2017 (Rs)	2016 (Rs)	2015 (Rs)
2.1. ILO Grants			
I LO Grants for VET Plan Preparation			162,800
2.2. Short Term Programme (Local) & Foreign)			
Ministry of Youth Affairs (Soft Skill)		5,147,654	
Foreign Programme - Nepal Programme		191,238	291,127
Short term locals Programme	4,272,220	978,500	
Touch Your Future	13,050,158	717,060	
WUSC		732,350	
Bangladesh		171,241	
UNFPA		1,305,000	
	17,322,378	9,243,043	291,127
2.3. Skills Sector Development Division			
SSDD Grants	39,195,571	34,255,793	27,030,236
3.1. Institutes Registration Fees			
Institute Registration Fees	1,536,147	1,847,500	1,782,000
Institute Grading Fees		1,000	1,500
Penalty on Institute Registration	14,900	52,800	8,700
	1,551,047	1,901,300	1,792,200
3.2. Courses Accreditation Fees			
Accreditation Fees	1,410,000	1,881,900	1,672,300
Evaluation Fees		1,490,000	425,000
	1,410,000	3,371,900	2,097,300
3.3. NVQ Certificate & Other Income			
NVQ Certificate - New	967,240	1,958,190	1,568,830
NVQ Certificate - Reprinting	52,725	45,225	27,600
NVQ Cetificate Printing - Duplicate	57,950	18,000	11,500
NVQ Mapping Fees	252,687	205,000	119,000
Preprinting cost		661,220	128,800
QMS Evaluation Fees	419,500		
NVQ Assessment Fee	20,000	211,000	
NVQ Exam Fees	10,623,090	1,704,750	2,285,060
	12,393,192	4,803,385	4,140,790

	2017 (Rs)	2016 (Rs)	2015 (Rs)
3.4. Assessors Registration Fees			
NVQ Assesors Registration Fees	73,739	56,500	57,250
NVQ Assesor Licence Fees			312,000
	73,739	56,500	369,250
3.5. Sales of Publications			
CBT Standard Sales		45,000	149,250
CBT Curriculum Sales	477,475	685,275	509,675
VET Plan Sales	1,000	8,000	7,800
TVET Guide Sales	2,500	16,900	11,000
LMI Books Sales	1,350	20,400	9,450
TVEC Theme Song CD Sales			-
Sale of Building Career Book	15,100	772,900	
Sale of Advanced Career Bbook	169,100	25,000	
Sale of Developing Career Book	105,900	4,900	
Sale of Grammer Book	33,500	600	
Sale of Exploration book	9,000		
Sale of Poetry Book	46,575	450	
	861,500	1,579,425	687,175
Less: CBT Selling Expenses			-
Standard Printing Expenses		27,900	97,500
Commission on Standard Selling		33,678	32,909
	861,500	1,517,847	556,766
3.6. Net Income From Records Books			
Record Books Sales	3,028,080	3,296,275	2,683,975
Opening Stock of Records Books	614,842	549,963	790,873
Trainee Record Books Printing	1,988,010	1,955,800	1,143,500
Commission on Record Books Sales		164,025	137,669
	2,602,852	2,669,788	2,072,042
Less : Closing Stok of Trainee Record Books	836,452	614,842	549,963
Less:Total Cost of Record Books Printing	1,766,400	2,054,946	1,522,079
	1,261,680	1,241,329	1,161,896
9.1. Printing, Stationery & Office Requisites			
Stationery & Office Requisites	2,108,750	2,639,879	2,723,716
Printing Charges	849,592	198,528	123,370
Advertisment Expenses	1,581,696	419,975	701,009
	4,540,038	3,258,382	3,548,095

	2017 (Rs)	2016 (Rs)	2015 (Rs)
9.2. Fuel Expenses			
Fuel & Lub. for Assign MV	836,944	1,318,549	1,015,193
Fuel & Lub. for Pool MV	552,393	1,030,117	752,173
Fuel & Lub. for Off. Transport MV			
	1,389,337	2,348,666	1,767,366
10.3. Motor Vehicle Insurance & Maintenance			
MV Maintenance Expenses KE - 0488	359,625	120,165	211,623
MV Maintenance Expenses KB - 9869	235,200	162,862	263,297
MV Maintenance Expenses KF-6350	565,087	389,502	290,123
MV Maintenance Expenses KF-7354	59,410	68,353	83,077
MV Maintenance Expenses 18-1901	40,464	14,037	10,909
MV Maintenance Expenses PB 4729	275,118	209,968	415,244
MV Maintenance Expenses 57-7603	167,635	184,589	153,548
MV Maintenance Expenses PD- 2405	293,713	204,415	445,299
MV Maintenance Expenses KR- 7697	228,343	181,381	30,797
MV Maintenance Expenses KS- 2350	275,463	266,495	263,026
MV Maintenance Expenses KS- 2645	328,295	210,354	230,870
MV Maintenance Expenses NB- 2942	512,714	370,774	314,574
MV Maintenance Expenses PE-0572	488,707	381,947	289,885
MV Maintenance Expenses NC-0021	485,860	234,221	104,706
MV Maintenance Expenses PF -6302	274,394	448,027	110,642
	4,590,028	3,447,090	3,217,620
13.1. Institute Registration Expenses			
Institute Registration Evaluation Fees		780,286	774,457
Travelling (Fuel) expenses for Institute Registration	9,180	52,445	76,360
Evaluation & Registration Program	133,250	20,970	12,400
	142,430	853,701	863,217
13.2. Financial Grants			
Financial Assistants - Public		126,500	1,509,929
Financial Assistants - Private	1,658,780	856,835	795,973
Financial Assistants - Vulnerable		335,100	1,171,655
	1,658,780	1,318,435	3,477,557
13.3. Accreditation Expenses			
Course Evaluation Fees	319,010	819,400	676,832
Fuel Expenses for Accreditation	59,700	163,879	177,727
Accreditation Program	382	58,000	800,374
	379,092	1,041,279	1,654,933

	2017 (Rs)	2016 (Rs)	2015 (Rs)
13.4. NVQ Programmes Expenses			
NVQ Programmes	236,288	610,560	656,682
NVQ Assessments Support	377,065	803,803	569,152
Promotional Programs	576,756	123,850	558,155
ISO Certification and Implementation	109,995	163,616	122,100
NVQ Assessment Fee	23,627,595	24,872,078	11,041,789
NVQ Exam Fee	4,747,235	2,268,500	1,553,184
NVQ Certificate Printing	2,417,712	2,107,870	694,200
Assessor Licence Fee		430,000	
Monitoring & Implementing	68,975		
NVQ Online System	562,300		
Auditing of Assessment	226,650		
	32,950,571	31,380,277	15,195,262
13.5. Sector VET Plan Perpetration Expenses			
VET Plan - New	18,504	690,098	1,571,360
Vet Plan - Update		1,917,440	
	18,504	2,607,538	1,571,360
13.6. LMI & TVET Guide Expenses			
LMI Bulletin / News Letter - Printing	460,954	422,756	582,110
LMI Data Coding & Entry Fees	493,912	346,978	264,772
TVET Guide Printing	509,716	241,250	282,076
LMI / News letter postal charges	136,720	428,113	85,430
Other Expenses (TVET Guide)			-
UNEVOC activities	673,408	1,850	3,143
LMI Survey			131,055
	2,274,710	1,240,947	1,348,586
14.1. ILO Expenses			
VET Plan Implementation			162,800
			162,800
14.2. Short Term Programme (Local/Foreign)			
UNICEF Programme			
Touch Your Future Programme (14.2.1)	10,009,839	729,835	42,107
Youth Conference			
UNFPA		1,325,973	
Bangladesh Programme		165,692	291,127
Soft skills programme (Budget Proposal)		5,007,654	
Afgan Programme		63,650	
Nepal Programme		109,856	
WUSC		494,945	

	2017 (Rs)	2016 (Rs)	2015 (Rs)
UNIVOC	2,563,249		
Other		13,175	
	12,573,088	7,910,780	333,234
14.3. Touch Your Future Programme			
Advertising Expenses	326,500		
Assessor Payment	624,250		
Awards for Winners	5,100,050		
Fuel Expenses	110,757		
Paper preparation	508,695		
Postage	48,975		
Refreshment	442,513		
Stationery	540,469		
Other	472,524		
Training Equipmnts	764,954		
Translation Fee	82,545		
Staff Allowances	987,607		
Certificate Printing	419,617		
	10,009,839	7,910,780	333,234
14.4. Skills Sector Development Programme			
Baseline Servey		335,444	6,003,996
Accreditation Policy	136,850	155,100	1,009,960
NCS & GNVQ	2,368,998	240,801	844,939
Quality Management System	3,993,950	2,886,866	2,279,345
Other	1,897,649	5,122,068	1,885,884
LMIS & Skills Report	1,254,155	1,083,764	3,364,189
Allowances	1,182,489	623,349	684,458
Staff Training & Development	3,588,429	4,148,355	10,402,224
Registration of Training Institutes	323,450	521,810	444,240
Assessment Fee	16,340	463,844	111,001
Soft Skills	42,450	1,957,951	
Development of 8th Floor	8,454,616	1,315,075	
Research	726,015	968,035	
Sector Councils	11,641,174	14,201,077	
English Programme	1,598,318	232,254	
	37,224,883	34,255,793	27,030,236
16.1. Operational Debtors			
ATC Computer Institute			
Sakura Computer Institute	167,895	167,895	167,895
Sundry Debtors	136,800	136,800	117,300
	304,695	304,695	285,195

	2017 (Rs)	2016 (Rs)	2015 (Rs)
16.2. Staff Loan Granted & Advance Recoverable			
Commission Loan Granted to Staff	1,012,319	1,332,488	1,565,151
Distress Loan	6,731,598	6,184,465	5,548,283
Tsunami Special Loan	39,000	39,000	39,000
Festival Advance	694,800	11,050	11,550
Special Advance	67,522	10,722	7,522
Tsunami Special Loan (II)	373,410		
	8,918,649	7,577,725	7,171,506
17.1. Advance For Staff Officers and Others			
Advance for Staff Officers	2,340,132	488,527	481,287
Project Advance - Information& Communication Sector Council			
Project Advance - Manufacturing & Engineering Sector Council	1,395,342		
Project Advance -Construction Sector Council	4,491,870		
Project Advance -Tourism Sector Council	270,980		
jHdmD;s w;a;sldrn- ixpdl	25		
	8,498,349	488,527	481,287
17.2. Claim Receivable From Outside Institutes			
Others			
Ministry of Youth Affairs		1,147,005	1,156,104
SSDD		1,841,761	1,524,665
		2,988,766	2,680,769
17.3. Pre payments			
Pre Payment of Cash in Transist Insurance	11,556	11,556	11,169
Pre Payment Service Agreements		62,536	
	11,556	74,092	11,169
17.4. Recoverable NVQ Certificate Printing Expenses			
Recoverable from NAITA	78,931	78,931	210,983
Recoverable from VTA			38,180
Recoverable from NYSC	16,800	16,800	16,800
Recoverable from DTET	254,988	254,988	159,639
Recoverable from CGTTI	74,750	74,750	74,750
NGO Public and Private Institute	291,264	291,264	
	716,733	716,733	500,352

	2017 (Rs)	2016 (Rs)	2015 (Rs)
22.1. Creditors			
Operating Creditors	455,130	7,175,841	1,683,702
Creditors -Staff			
Other Creditors			
	455,130	7,175,841	1,683,702
23.1. Payable to Treasury			
Royalty Deducted	1,587,308	600,087	151,566
Nopay Deductions			-
	1,587,308	600,087	151,566
23.2. Payable to Inland Revenue Department			
Withholding Tax Deducted	43,700	10,700	50,900
Stamp Duty Deducted	34,628	36,600	9,000
PAYE Tax Deducted		951	69,351
	78,328	48,251	129,251
23.3. Refundable Project Grants			
RUEDA Returnable Grants	48,923	48,923	48,923
ILO Returnable Grants	3,103,402	3,103,402	3,103,402
Short Term Returnable Grants (Foreign/Local)n)	1,703,950	1,612,631	471,531
TEDP Returnable Grants	3,492	3,492	3,492
Ministry of Youth Affairs and Skills Development			42,107
	4,859,767	4,768,448	3,669,455
23.4. Personal Emoluments Payable			
Overtime & Holiday Pay	20,683	13,217	7,229
ETF		122,258	-
EPF		815,055	-
	20,683	950,530	-

TERTIARY AND VOCATIONAL EDUCATION COMMISSION
SCHEDULE FOR STATEMENT OF FINANCIAL POSITION FOR THE YEAR ENDED
31ST DECEMBER 2017

Schedule 01 - Gratuity Provision

NAME	Em- ployee No	Appointment Date	No of Years	Salary (Rs.)	Gratuity Provision (Rs.)
Premachandra W.P.M.P.	2	2001.07.15	16	83,970.00	671,760
Keerthi W.G.S.A.	5	2001.02.01	16	33,282.00	266,256
Jeewantha N,W,G.N.	6	2001.02.01	16	37,155.00	297,240
Sirisena K.	9	2001.02.05	16	30,262.00	242,096
De Silva R.N.P.	10	2001.03.01	16	33,282.00	266,256
Manjula D.B.R	11	2001.03.01	16	37,155.00	297,240
Udayakanthi Y.P.S.	12	2001.02.01	16	37,155.00	297,240
Asanka Rangana M.N.	15	2001.09.03	16	27,322.00	218,576
Hagodarachchi G.K..	20	2001.11.01	16	33,696.00	269,568
Edirisooriya M.L.N.S.	22	2001.11.02	16	63,471.00	507,768
Indika Sampath H.B.	24	2001.11.16	16	37,676.00	301,408
Amarasekara P. S.	25	2001.11.15	16	29,641.00	237,128
Dinesh B.K.S.	26	2001.11.16	16	29,641.00	237,128
Ajith Kusum P.P.	28	2001.12.03	16	60,833.00	486,664
Anura Weerakoon W.M.T.	31	2002.07.01	15	60,833.00	456,248
Wijesekara S.	40	2005.04.20	12	29,020.00	174,120
Kumara W.V.P.C.J.	41	2005.05.16	12	27,220.00	163,320
Perera V.	43	2005.06.15	12	78,716.00	472,296
Thirvnaukkarasu S.	46	2005.01.04	12	55,557.00	333,342
Gunathilake P.M.C.P.	47	2005.01.18	12	48,292.00	289,752
Widana Kankanamge D.H.	48	2005.01.03	12	53,247.00	319,482
Ganepola G.A.M.U.	49	2005.01.02	12	51,265.00	307,590
Dharmasena U.A.P.	51	2005.01.03	12	46,352.00	278,112
De Silva M.D.C.	56	2005.10.06	12	31,212.00	187,272
Samaraweera R.J.	57	2005.11.21	12	56,876.00	341,256
Bandula P.	58	2006.02.20	11	29,020.00	159,610
Amarasinghe A.S.	60	2006.05.16	11	66,109.00	363,600
Kumara G.G.S.	62	2006.07.14	11	26,922.00	148,071
S.U.K.Rubasinghe	65	2007.02.02	10	67,740.00	338,700
M.Vidanapathirana	66	2007.02.02	10	55,557.00	277,785
J.A.D.J.Jayalath	68	2007.08.01	10	77,148.00	385,740
P.P.P.Nanayakkara	70	2007.10.15	10	55,557.00	277,785
W.A.W.C.Premarathna	71	2007.11.01	10	66,172.00	330,860
W.J.L.A.Damayanthi	72	2007.12.12	10	53,247.00	266,235
G.D.K.V.S,Mangala	73	2008.02.01	9	27,406.00	123,327
R.G.A.T.Kumara	74	2008.11.03	9	28,690.00	129,105
C/F					10,719,935.00

NAME	Em- ployee No	Appointment Date	No of Years	Salary (Rs.)	Gratuity Provision (Rs.)
B/F					10,719,935
N.D.Wijesekara	75	2008.11.03	9	30,072.00	135,324
S.S.Kalpage	76	2008.11.03	9	27,241.00	122,585
G.C.J..De Silva	78	2009.09.01	8	28,483.00	113,932
K.T.Amarasinghe	80	2009.11.30	8	29,104.00	116,416
D.M.S.J.Siripala	81	2009.11.30	8	28,897.00	115,588
Vindya Hansani	83	2011.04.05	6	28,069.00	84,207
K.S.Sameera	84	2011.08.01	6	27,034.00	81,102
G.C.S.M.Nanayakkara	85	2011.08.01	6	27,034.00	81,102
B.S.J.Vipulsi	86	2012.01.02	5	38,947.00	97,368
H.M.A.D.K.Herath	87	2012.01.02	6	47,301.00	141,903
D.N.I.D.De Silva	90	2012.01.02	5	44,454.00	111,135
Chandi Menaka	91	2012.03.01	5	27,862.00	69,655
A.P.Indrani	92	2012.03.01	5	24,858.00	62,145
I.G.Kalpa Udara	93	2012.07.10	4	38,947.00	77,894
P.Muthukumarana	94	2012.11.03	5	37,155.00	92,888
H.G.K.N.Bandara	97	2013.02.01	4	48,292.00	96,584
C.H.W.Darshanika	98	2013.03.01	4	27,862.00	55,724
P.G.S.Chaturangani	99	2013.06.06	4	27,862.00	55,724
K.D.L.P.Karunadasa	101	2013.07.15	4	44,454.00	88,908
T.A.W.Madushani	103	2013.07.15	4	30,654.00	61,308
K.W.A.Anuruddika	104	2013.07.15	4	29,518.00	59,036
N.L.S.Dayaratne	105	2013.09.02	4	25,546.00	51,092
B.G.N.Kamalpriya	106	2013.09.10	4	26,476.00	52,952
Udawatta G.J.	107	2014.01.16	3	37,155.00	55,733
Dayaratne E.W.S.M.	108	2014.01.20	3	30,961.00	46,442
Wijebandara H.R.M.U.	109	2014.01.27	3	44,454.00	66,681
Mathan R,	110	2014.01.27	3	47,301.00	70,952
Delpachitra N.T.K.	111	2017.01.30	3	29,104.00	43,656
De Silva E.A.K	112	2014.02.10	3	42,474.00	63,711
Samarawickrama C.C.K.	116	2014.08.01	3	30,347.00	45,521
Handapangoda B,C.	117	2014.09.15	3	45,403.00	68,105
Kumara H.L.K.S.	118	2014.09.22	3	26,290.00	39,435
Kariyawasam P.D.S.	119	2014.10.01	3	53,247.00	79,871
A.H.N.Sandamali	122	2015.06.03	2	30,040.00	30,040
H.A.D.Darshika	123	2015.06.04	2	30,347.00	30,347
C/F					13,384,997
B/F					13,384,997
L.K.Kohomban	125	2015.06.06	2	30,040.00	30,040
N.H.S.Darshana	126	2015.06.07	2	30,040.00	30,040

NAME	Em- ployee No	Appointment Date	No of Years	Salary (Rs.)	Gratuity Provision (Rs.)
S.B.Karunanayaka	128	2015.06.08	2	28,897.00	28,897
B.L.K.P.Sandeevani	129	2015.06.09	2	27,034.00	27,034
I.M.G.H.Lakmal	131	2015.07.08	2	24,858.00	24,858
H.M.V.N.Herath	132	2015.07.22	2	28,897.00	28,897
P.W.S.Bashini	136	2016.09.01	1	44,454.00	22,227
N.Rajapaksha	137	2016.09.01	1	44,454.00	22,227
W.G.S.Kumara	138	2016.09.01	1	44,454.00	22,227
E.C.U.Gunatunga	139	2016.09.01	1	44,454.00	22,227
W.M.W.B.Wijesinghe	140	2016.09.01	1	44,454.00	22,227
K.A.D.H.Lakmini	141	2016.09.01	1	44,454.00	22,227
S.N.B.W.M.W.Manhtreepala	142	2016.09.01	1	44,454.00	22,227
					13,710,352

*** Salary = December month's Basic Salary + Cost of Living Allowance**



ජාතික විගණන කාර්යාලය

தேசிய கணக்காய்வு அலுவலகம்

NATIONAL AUDIT OFFICE



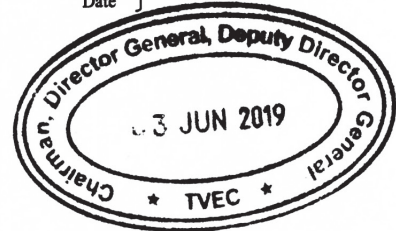
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Date }

2019 මැයි 22 දින



අධ්‍යක්ෂ ජනරාල්,

තෘතීයික හා වෘත්තීය අධ්‍යාපන කොමිෂන් සභාව

තෘතීයික හා වෘත්තීය අධ්‍යාපන කොමිෂන් සභාවේ 2017 දෙසැම්බර් 31 දිනෙන් අවසන් වර්ෂය සඳහා
වූ මූල්‍ය ප්‍රකාශන පිළිබඳව 1971 අංක 38 දරන මුදල් පනතේ 14(2)(සී) වගන්තිය ප්‍රකාර
විගණකාධිපති වාර්තාව

මාගේ සමාංක හා 2019 පෙබරවාරි 08 දිනැති ලිපියට යොමුවේ.

02. ඉහත සඳහන් ලිපිය සමඟ එවන ලද මාගේ වාර්තාවේ ඉංග්‍රීසි අනුවාදය මේ සමඟ එවා ඇත.

ආර්.එම්.ජේ.රත්නායක

නියෝජ්‍ය විගණකාධිපති

විගණකාධිපති වෙනුවට.

පිටපත් 1. ලේකම්, ජාතික ප්‍රතිපත්ති, ආර්ථික කටයුතු, නැවත පදිංචි කිරීම් හා
පුනරුත්ථාපන, උතුරු පළාත් සංවර්ධන, වෘත්තීය පුහුණු හා
නිපුණතා සංවර්ධන හා යෙහෙවන කටයුතු අමාත්‍යාංශය.

2. ලේකම්, මුදල් අමාත්‍යාංශය



ජාතික විගණන කාර්යාලය

தேசிய கணக்காய்வு அலுவலகம்

NATIONAL AUDIT OFFICE



මගේ අංකය
எனது இல.
My No.

VTY/E/TVEC/1/17/19

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

08 February 2019

The Director General,
Tertiary and Vocational Education Commission

Report of the Auditor General on the Financial Statements of the Tertiary and Vocational Education Commission for the year ended 31 December 2017 in terms of Section 14(2)(c) of the Finance Act No.38 of 1971.

The audit of financial statements of the Tertiary and Vocational Education Commission for the year ended 31 December 2017, comprising the statement of financial position as at 31 December 2017, comprehensive income statement, statement of changes in equity and cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information 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 Section 13(1) of the Finance Act No.38 of 1971 section 10(d)(2) of the Tertiary and Vocational Education (Amendment) Act No.50 of 1999. My comments and observations, which I consider should be published with the Annual Report of the Commission in terms of Section 14(2)(c) of the Finance Act, appear in this report.

1.2 Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Sri Lanka Public Sector Accounting Standards and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatements whether due to fraud or error.

1.3 Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Sri Lanka Auditing Standards, consistent with International Auditing Standards of Supreme Audit Institutions. (ISSAI 1000-1810)

1.4 Basis for Disclaimer of Opinion

As a result of the matters described in paragraph 2.2 of this report, I am unable to determine whether any adjustments might have been found necessary in respect of recorded or unrecorded items and the elements making up the statement of financial position, statement of comprehensive income, statement of changes in equity and cash flow statement.

2. Financial Statements

2.1 Disclaimer of Opinion

Because of the matters described in paragraph 2.2 of this report, I have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, I do not express an opinion on these financial statements.

2.2 Comments on Financial Statements

2.2.1 Sri Lanka Public Section Accounting Standards

The following observations are made.

(a) Sri Lanka Public Section Accounting Standard 02

- (i) In the calculation of cash flows generated from operating activities, prior year adjustments and differences of opening balances amounting to Rs.1,352,722 which had not included in the operating profit and adjusted in the statement of changes in equity had been added to the operating profit and a sum of Rs.3,764,893 had been deducted as adjustments of over/ under provisions.
- (ii) Even though, a sum of Rs.10,287,724 had been shown in the statement of comprehensive income as differed revenue relating to the year under review, only a sum of Rs.312,225 had been adjusted to the profit in the calculation of cash flows generated from operating activities.
- (iii) Treasury capital grants of Rs.9,627,424 given for the purchase of fixed assets had not been shown as cash inflows under financing activities.

(b) Sri Lanka Public Section Accounting Standard 07

- (i) In terms of paragraph 14 of the standard if an item of asset is probable that future economic benefits or service potential associated with the item will flow to the entity, it should be recognised as assets. On the contrary, sums of Rs.1,315,075 and Rs.8,454,616 spent in the years 2016 and 2017 respectively for the development of the 8th floor had been shown as recurrent expenditure in the statement of comprehensive income. Accordingly, the deficit for the year 2016 had been overstated by Rs.1,315,075 whereas the surplus for the year had been under stated by Rs.8,454,616.
- (ii) A sum of Rs.194,500 incurred for the partitioning of office premises in the Finance Division had been shown in the statement of comprehensive Income as buildings reconstruction expenditure without being capitalised.

2.2.2 Accounting Policies

Even though, it was stated under Note 5.2 to the financial statements that the receipt of capital grants relating to the assets was recognised as differed income, the capital grants of Rs.9,627,424 received during the year under review for the purchase of fixed assets had been accounted as Rs.9,975,499.

2.2.3 Accounting Deficiencies

The following observations are made.

- (a) As the “Thibas” Accounting Package used by the Commission had become inactivated since 09 May 2017, the financial statements of the year under review had been prepared by using a new accounting package. In that, the balances of the Trial Balance for the period of 3 months ended 31 March 2017 extracted from the old package as opening balance as at 01 April 2017 and the financial statements of the year 2017 had been prepared on the basis of a trial balance extracted from the new package as at 31 December 2017. However, when the balances of the first 3 months of the year 2017 brought forward as at 01 April 2017, the following differences were observed. As those wrong



accountings had not been rectified after 01 April 2017 by journal entries, it can not be ruled out in audit that the financial statements had not been materially effected.

- (i) Existence of differences of Rs.5,443,442 and Rs.1,893,230 between the final debit balances of 52 ledger accounts and the final credit balances of 31 ledger accounts in the first 3 months respectively and the opening balances of those ledger accounts as at 01 April 2017.
 - (ii) Non-inclusion of 67 debit balances totalling Rs.11,960,433 and 25 credit balances totalling Rs.7,920,373 included in the trial balance relating to the first 3 months, in the trial balance prepared as at 01 April 2017.
 - (iii) Fifteen debit balances and 10 credit balances totalling Rs.14,718,451 and Rs.3,434,717 respectively which had not been included in the trial balance of the first 3 months had been included in the trial balance as at 01 April 2017.
- (b) Unidentified receipts in 17 instances and unidentified payments in 71 instances totalling RS.1,086,305 and Rs.4,279,131 respectively had been posted to a Suspense account named as “Transfer for adjustment account” and the debit balance of that account amounting to Rs.3,192,826 had been shown in the income statement as an expenditure under contractual services. Evidence such as receipts of acknowledgement, bills, vouchers relating to these receipts and payments etc. was not made available to audit and due to the following matters revealed at a test check carried out on these transactions, it could not be ensured in audit that such transactions were correctly accounted.
- (i) Even though the total expenditure of voucher numbers from 240113 to 240119 amounted to Rs.78,990, a sum of Rs.92,500 had been paid therefor according to the value of cheque issued, the bank statement and the cash book. The difference of Rs.13,510 had been debited to the above suspense account without being identified the expenditure for that value.



- (ii) The amount of Rs.159,950 received on receipt No.259919 had been posted twice in the Treasury grants cash book and it had been erroneously credited to the above Transfer account.
- (iii) A sum of Rs.273,854 paid to sundry creditors and for expenses by 5 cheques had been posted in both cash books maintained in respect of project money and Treasury grants and debited to transfer account.
- (c) Computers and accessories valued at Rs.312,500 posted to the creditors and fixed assets accounts in the year 2016 were not received by the Commission even by October 2018, the date of audit. As a result, the fixed assets and creditors had been overstated by that amount and the provision for depreciation for the year under review amounting to Rs.103,125 had been made for assets physically not in existence in the Commission. As such, the surplus of the year had been under stated and the provision for depreciation had been overstated by that amount.
- (d) According to the computation made by audit, the gratuity expenses relating to the year under review amounted to Rs.3,122,471 but it had been shown as Rs.1,752,096 in the financial statements. As a result, the surplus of the year under review and the balance of the provision for gratuities account had been overstated and understated by Rs.1,370,375 respectively.
- (e) As the printing cost of Rs.Rs.114,000 incurred on research books relating to the year under review had been accounted to the prior year adjustment account, the year's surplus had been overstated by that amount.
- (f) As the depreciation on 5 items of fixed assets valued at Rs.3,705,040 purchased during the year under review had not been made, based on the date of purchase, the year's depreciation had been overstated by Rs.373,411 and the surplus of the year and the net value of property, plant and equipment had been under stated by that amount.
- (g) Expenditure amounting to Rs.1,044,593 paid in the year under review but relating to the year 2016 had been adjusted to the year's surplus instead of adjusting to the prior year adjustment account and as such the surplus of the year under review had been understated by that amount.



- (h) According to the remittance notices relating to the year under review, the 12 per cent EPF contributions of the Commission amounting to Rs.5,907,230 but according to the Employees Provident Fund Account it was accounted as Rs.7,501,011 and as such the expenditure of the year under review had been overstated.
- (i) Even though the payment of contributions to the Employees Trust Fund relating to the year under review amounted to Rs.1,475,814, according to the financial statements it had been brought to accounts as Rs.1,356,698, resulting an understatement of the year's expenses by Rs.119,116. Further, the employees Trust Fund contributions payable amounting to Rs.122,086 had been omitted from accounts.
- (j) As the distress loan instalments of Rs.162,612 recovered from the salaries of December 2017 had not been accounted to the distress loan advance account, the balance of the distress loan advance account as at 31 December 2017 had been overstated by that amount.
- (k) The value of 22 journal entries amounting to Rs.395,205 passed for the settlement of advances during the year under review had been brought to account twice and as such the expenses of the year had been overstated whereas the balance of the receivable employees advance account had been understated by that amount.
- (l) Furniture and equipment valued at Rs.540,800 received by the Commission in the year under review had not been brought to accounts.
- (m) As the journal entry No.143 passed to account the salaries of April 2017 paid had been posted to the ledger twice, salaries and wages, relevant liabilities and revenue accounts had been overstated by Rs.4,707,763 each. Further, according to the financial statements for the year 2017, the salaries and wages expenses amounted to Rs.47,807,117 but according to the computation made by audit, that expenditure amounted to Rs.51,001,833 and as a result, the salaries and wages expenses had been understated by Rs.3,194,716.



- (n) Due to non-adjustment of salary abatements relating to the salaries of Rs.1,374,087 paid to the permanent staff during the period May to December 2017 to the relevant accounts by journal entries, the relevant abatement accounts had been understated by that amount.
- (o) A sum of Rs.775,620 posted to the ledger by journal entry No.385 for the rectification of opening balance of the provision for depreciation on fixed assets as at 31 January 2017, had not been shown in the financial statements and as such the balance of the accumulated depreciation account had been overstated by that amount.
- (p) Evaluation charges of Rs.23,627,595 paid in the year under review had included the charges paid for the years 2015 and 2016 and the specific information in that regard was not made available to audit. However, audit test check observed that evaluation charges of Rs.3,906,715 paid during the month of October 2017 had included a sum of Rs.932,965 related to the year 2016 and as such it was observed in audit that the expenses relevant to the previous year had been accounted under current year.
- (q) The Chairman's monthly allowance of Rs.75,000 relating to the month of May 2017 and the evaluation charge of Rs.12,300 had been posted to the cash book as well as to the relevant expenditure account thrice and the expenses of Rs.196,300 paid by 12 cheques had been posted to the cash book as well as to the relevant expenditure accounts twice and as such the balance of the cash book and the relevant expenditure had been understated and overstated respectively by those amounts.
- (r) Sundry expenses of Rs.1,149,142 relating to the year under review but paid in the year 2018 had not been accounted as accrued expenses in the year under review and as such the surplus of the year and the accrued expenses as at 31 December 2017 had been overstated and understated respectively by that amount.
- (s) Differed revenue grants account to be stated in the statement of financial position prepared as at 31 December 2017 under "equity" Head, had been shown under non-current liabilities.

2.2.4 Unexplained Differences

The following observations are made.

- (a) According to the financial statements as at 31 December 2017 the balance of 3 employees loan accounts amounted to Rs.8,438,717, but according to the detailed schedules presented to audit, the total of such accounts amounted to Rs.6,431,601, thus being observed a difference of Rs.2,007,116.
- (b) According to the Trial Balance as at 31 December 2017, the total balances of 10 items of accounts amounted to Rs.74,172,354 whereas the total of such balances according to the ledger amounted to Rs.68,234,831. As such a difference of Rs.5,937,523 had existed between the trial balance and the ledger accounts. Details are as follows.

Item of Account	Value as per the trial balance	Value as per the Ledger
	Rs.	Rs.
1. Loans of the Commission	1,012,319	950,875
2. Loan interest of the Commission	39,772	43,491
3. Advances	259,000	9,000
4. Distress Loans	6,731,598	7,069,548
5. Interest on distress loans	379,658	402,445
6. Festival Advances	694,800	679,800
7. NVQ testing charges	10,623,090	10,625,089
8. Bank Account (PB-12268324)	4,208,448	1,219,682
9. Grants refundable (Touch your future)	11,028,098	9,881,092
10. Refundable grants (World Bank)	39,195,571	37,353,809
Total	74,172,354	68,234,831



- (c) According to the trial balance as at 31 December 2017, the total balances of 9 items of accounts amounted to Rs.30,852,444 but according to the financial statements it was Rs.32,830,312 and as such there was a difference of Rs.1,977,868 between the trial balance and the financial statements. Particulars are given below.

Item of Account	Value as per the financial statements	Value as per the trial balance
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	Rs.	Rs.
1. Accumulated Depreciation		
- Computers	21,484,361	20,924,366
2. Accumulated Depreciation		
- Office Equipment	5,694,175	5,478,548
3. Year's depreciation		
- Computers	3,044,802	2,484,807
4. Year's depreciation		
- Office Equipment	977,267	761,642
5. Evaluation Charges	-	11,500
6. Main cash Transfer Account	-	6,000
7. Recovery of PAYE Tax payable account	-	8,449
8. Prior year adjustments	1,157,183	1,177,132
9. Touch your Future Program (Others)	472,524	-
	-----	-----
Total	32,830,312	30,852,444
	=====	=====

2.2.5 Lack of Evidence for audit

The following observations are made.

- (a) As all serially numbered payment vouchers and the cheque counter foils with voucher numbers were not made available for audit, a sufficient and fair audit could not be carried out. Furthermore, due to non-maintenance of ledger accounts, including the cash book properly, it could not be established in audit the correctness and completeness of transactions and balances appeared in the financial statements.
- (b) As the bank reconciliation in respect of the year under review had not been properly prepared, the correctness of the bank reconciliation statements could not be established in audit.

2.3 Accounts Receivable and Payable

The following observations are made.

- (a) Action had not been taken to recover a sum of Rs.167,895 due from a private entity since the year 2007 included in the accounts receivable balances.
- (b) Seven employees loan balances totalling Rs.117,140 lapsed for more than 5 years and shown in the financial statements had not been settled even by 31 December 2017.

2.4 Non-compliance with Laws, Rules, Regulations and Management Decisions

The following non-compliances were observed.

Reference to law, rules etc.	Non-compliance
(a) Financial Regulations of the Democratic Socialist Republic of Sri Lanka	
(i) Financial Regulation 272(1), (3)	In terms of the Financial Regulation, all paid vouchers should be forwarded to audit monthly not later than 6 weeks from the end of the



155 paid vouchers relating to the year under review, had not been forwarded to audit even by 15 October 2018, the date of audit.

(ii) Financial Regulation 341

A register of counterfoil books had not been maintained in terms of the Financial Regulation.

(iii) Financial Regulation 372

An advance register in respect of advances given to the officers of the Commission for various purposes had not been maintained.

(iv) Financial Regulation 396

Action in terms of Financial Regulation had not been taken in respect of 147 cheques valued at Rs.1,321,122 issued but not presented to the bank as at 31 December 2017, lapsed for periods from 7 months to 2 years.

(v) Financial Regulation 454(1)

An Inventory Register to record the inventory article used by the Commission had not been maintained.

(b) Public Finance Circular
No.05/2016 of 31 March 2016

Even though, boards of surveys had been appointed on 22 December 2017 and 04 October 2018 for the annual survey of goods in the year 2017 by the Commission, board of survey reports for the year 2017 had not been forwarded to the Auditor General even by 10 November 2018.

3. Financial Review

3.1 Financial Results

According to the financial statements presented, the operations of the Commission for the year ended 31 December 2017 had resulted a surplus of Rs.16,912,796 as against the deficit of Rs.15,982 for the preceding year thus indicating an improvement of financial results by Rs.16,928,778 in the year under review, as compared with that of the preceding year. Even though, the overall expenditure of the year under review had increased by Rs.3,281,150 as compared with the preceding year, increase of government recurrent grants and operating income by Rs.12,088,546 and Rs.4,658,896 respectively had mainly attributed to this improvement.

In analysing the financial results of the year under review and the preceding 4 years, the deficit of Rs.4,846,384 in the year 2013 had improved to a surplus of Rs.16,912,796 by the year 2017. However, when the employees remuneration and depreciation on non-current assets had been re-adjusted to the financial results, the contribution of Rs.39,198,869 in the year 2013, had improved to Rs.87,726,750 by 2017.

3.2 Legal events initiated against and by the Commission

The Commission had filed a case against a private party for the recovery of financial assistance and one case against the Commission had been filed by a private party. This had not been disclosed in the financial statements.

4. Operating Review

4.1 Performance

4.1.1 Planning

The following observations are made.

- (a) The corporate plan prepared by the Commission for the period 2014 – 2018 had not been updated relating to the year under review.
- (b) Even though the performance report should have been prepared in a manner to show the progress of the functions stated in the Action Plan prepared by the Commission for the year 2017, it had not been prepared accordingly.

4.1.2 Operations and Review

The following observations are made.

- (a) The key function of the Commission in terms of the Act is that the supervision and cautiousness of awarding NVQ certificate method introduced by the Commission as a method of awarding certificates nationally recognised. Nevertheless, there were delays in all steps such as the appointment of evaluators, evaluation payments to evaluators and the issue of certificates due to insufficient resources in the Commission therefor. Further, the following matters observed that the supervisory functions of awarding NVQ certificates were not adequately carried out.
 - (i) Even though it was planned to evaluate 360 institutions consisting of 150 public sector Vocational Training Institutes and 210 private sector Vocational Training Institute in the year 2017 for the registration, according to the performance report, only 210 consisting of 37 and 173 institutions respectively had been evaluated. Accordingly, the overall achievement of performance attained was only 58 per cent.
 - (ii) Even though, it was planned to evaluate 500 courses for accreditation newly, comprising 400 vocational training courses conducted by the public sector and 100 vocational training courses conducted by the private sector in the year 2017, according to the performance report, only 273 courses comprising 195 and 78 courses respectively had been evaluated. Accordingly, the overall achievement of performance attained was 55 per cent.
- (b) Even though, it was planned to print and distribute 2 periodical magazines in the year 2017, only one magazines had been printed and distributed.
- (c) Even though, it was planned to establish quality management systems for 90 training centres during the year under review under the Skills Sector Development Project Funds, only 65 centres had been established during the year under review.

- (d) According to the targets of the project Action Plan for the period 2014-2020, four Skills Councils had been set up by the end of the year under review for constructions, information and communication technology, light Engineering and production and Hospitality and Tourism Sectors. The following observations are made in that connection.
- (i) Although a sum of Rs.11.64 million had been spent for three Skills Councils in the year 2017, the annual action plan and the performance reports thereon had not been presented.
- (ii) Affairs of the Councils not supervised either by the Ministry or the Skills Development Project.
- (iii) According to the Business plan, earning of income should commence since the year of commencement of the Councils, such a methodology had not been adapted.
- (iv) Annual accounts of those entities, operated as companies limited by guarantee not presented to the Auditor General.

4.2 Management Activities

The following observations are made.

- (a) The contract for a value of Rs.6,575,375 had been awarded on 24 November 2016 subject to a contract period of one month to arrange the 8th floor of the building suitably belonged to the Ministry where the Commission was located in the 3rd floor to provide additional accommodation. The following observations are made in this regard.
- (i) Before being developed the 8th floor, no feasibility study was carried out. An agreement had not been entered into between the Ministry and the Commission even up to 07 September 2018, the date of audit in respect of the use of the 8th floor for the affairs of the Commission.



- (ii) According to the contract agreement, the development work of the above 1st stage had not been completed within the specific period and the contract had been completed on 23 May 2017 after delays of 142 days. The period of contract had not got extended and the demurrage charges thereon to be recovered amounted to Rs.466,856 but only a sum of Rs.144,658 had been recovered.
 - (iii) As the first design for the development of the 8th floor was incomplete, bids were called in September 2017 again for the development of items not included in the first design. However, without awarding the contract for the minimum bid value of Rs.6,552,695 recommended by the Evaluation Committee, bids had been called for again and the contract had been awarded on 29 December 2017 for a sum of Rs.7,628,324 for the contract period of 90 days.
 - (iv) Even though, a sum of Rs.9,769,691 had been spent by 31 December 2017 for 2 stages of the development of the 8th floor, the report presented to the Commission by the Central Engineering and Consultancy Bureau (CECB) on 31 October 2018 stated that the 8th floor was not in a suitable position for office purposes of the commission and as such it had to be fully developed again.
 - (v) In terms of the letter of the Deputy Director dated 02 March 2018, equipment and documents belonged to the Commission kept in the 8th floor, were damaged due to leaking rain water. The cost of damage had not been assessed and only a sum of Rs.22,000 had been recovered for a 2 office tables from the contractor.
- (b) In terms of Section 14(1) of Chapter III of the Tertiary and Vocational Education Act No.20 of 1990, without being registered under this Section, establishment, management, operation or control should not be done by any entity for the provision of tertiary and Vocational Education. However, according to a research conducted in the year 2014, the total number of Vocational Training Institutions amounted to 2701 out of which 1080 Vocational Training Institutions or about 40 per had been registered with the Commission. As the registration of those institutions should be renewed once

in 2 years, the number of registered institutions by the date of audit on 01 October 2017 had decreased to 692. According to the reply of the Director General, it was stated that legal action against the unregistered institutions and the institutions not renewed the registration could not be taken as lack of provisions in the Act.

- (c) Even though specific courses in any tertiary or/ and Vocational Education should not be conducted without being registered in terms of Section 15(1) of Chapter III of the Tertiary and Vocational Education Act No.20 of 1990, according to a research carried out in the year 2014, the number of courses registered in the Commission for National Skills Qualification Level amounted to 2442. As the registration of courses had not been renewed once in 2 years as specified, the number of registered courses had reduced to 1625 by the time of audit on 01 October 2017. The Commission had not adapted a specific methodology to register all training institutions and courses had caused therefor.
- (d) Even though the Commission does not have sufficient number of staff members to establish whether the training institutions and trainees are followed rules and regulations enacted by the Act by way of an institutional testing method, examiners had been recruited to the National Apprentice Industrial Training Authority established under this Act to perform such duties in terms of sections 50 and 51 of the Act. However, the management of the Commission had not paid attention to get it done by those examiners.
- (e) Action had not been taken to identify the responsible parties in respect of inactivating the computer system of the Commission since 09 May 2017 and for not keeping backups by conducting an inquiry even up to September 2018, the date of audit.

4.3 Operating Activities

The following observations are made.

- (a) A programme had been implemented by the Commission for granting financial assistance to institutions registered with the Commission in order to improve the courses conducted now by those institutions as Skills standard courses. The following matters were observed in this connection.
 - (i) Applications had been forwarded by 104 centres belonging to the public sector 3 institutions in the year 2017, requesting financial assistance. Of these, only 6 courses of the 3 centres belonged to the Vocational Training Authority of Sri Lanka had been evaluated and recommended to grant 382 items of equipment. However, financial assistance had not been granted to any of the government or onerous sector, during the year.
 - (ii) Even though, applications for obtaining financial assistance had been presented by 52 private sector entities in the year 2017 for the improvement of courses financial assistance of Rs.2,686,526 had been given only to one Vocational Training entity of them.
 - (iii) The objective of granting financial assistance to public and private sector Vocational Training Institution is to accredit the identified courses in accordance with National Skills Standards and to bring them into National Vocational Qualification Level (NVQ). Nevertheless, the financial assistance of Rs.3,285,890 had been given from 2012 to 2016 relating to 18 courses but, any of those courses had not been accredited even by the date of audit on 05 October 2018.
 - (iv) A sum of Rs.10,427,342 given by the Commission to the Vocational Training Authority of Sri Lanka from 2011 to 2014 for the purchase of equipment required for the accreditation of courses, it had retained idle in the accounts of the Vocational Training Authority even by 31 December 2017 without being utilized for the intended objective.

- (b) The establishment of quality Management Systems for the quality certification requirement of the Vocational Training Centres which conduct NVQ courses had been assigned to the Commission and a sum of Rs.4 million had been spent thereon during the year 2017. The following matters were observed in that regard.
- (i) Thirty three quality management auditors including 20 internal officers and 13 external officers had been trained as Chief Auditors. However, when external officers were recruited as auditors, required qualifications and criteria had not been identified and 10 of those officers had not involved in any audit function.
 - (ii) While 6 out of internal offices had engaged in 27 to 35 audit functions, 14 officers had engaged in 1 to 16 audit functions. It was observed that external officers had been employed in audit works less than audit work as compared with the internal officers.
 - (iii) Preparedness had been made by the Vocational Training Authority and the National Apprentice and Industrial Training Authority in the year 2017 to enter into this method and a sum of Rs.25.83 million had been spent therefor but those centres had not been audited by the Commission.
 - (iv) A formal methodology for the establishment of quality Management System and a methodology to ensure whether the selection of institutions for audit, recruitment of audit officers are carried out with transparency had not been introduced.
 - (v) According to the decisions of the Commission made available to audit, the Commission had changed the quality certification charges for 3 times during the period of 3 years from 2015 to 2017 as Rs.50,000, Rs.25,000 and Rs.7,500.

- (vi) On the contrary to paragraph 4.5 of Chapter XIV of the Establishments Code, transport allowances, lodging allowances and prior day allowances amounting to Rs.3,500, Rs.2,000 and Rs.500 per day had been paid to the internal officers employed for audit functions of the establishment of quality management systems and the approval of the Treasury had also not been obtained therefor.

4.4 Idle and Under -utilised Assets

Even though, a motor vehicle costing Rs.2,150,000 belonged to the Commission had been inoperative since 18 September 2017 it had become idle even by 25 October 2018, the date of audit without being repaired.

4.5 Personnel Administration

The following observations are made.

- (a) The approved and actual cadre of the Commission in the year under review was 116 and 96 respectively. Vacancies included the very essential posts of the Deputy Director General, 2 posts of Directors and 4 posts of Deputy Directors.
- (b) Exterior to the approved scheme of Recruitment of the Commission and not within the approved cadre, approval had been obtained from the Board paper No.218/18 for the post of Coordinating Reconstruction and Training Development. Accordingly, 3 officers had been recruited in several occasions during the short period from 01 October 2017 to 21 October 2018 on contract basis and paid a sum of Rs.714,665, thereon.

4.6 Utilisation of Funds

A sum of Rs.3,300,000 received from the International Labour Organization in the years 2012 and 2013 had been invested in 3 fixed deposits without the approval of the Board of Directors and the Treasury and contrary to the objectives of the Commission.

5. Sustainable Development

5.1 Reaching Sustainable Development Goals and Targets

According to the Letter No.NP/SP/SDG/17 of 14 August 2017 issued by the Secretary to the Ministry of National Policies and Economic Affairs, every public entity should act in accordance with the 2030 agenda on Sustainable Development of the United Nations. Nevertheless, the Commission was unaware about how the Commission should perform its functions come under the scope of the Commission. As a result, Sustainable Development Goals in respect of its functions, targets and turning points to reach those targets and indicators to measure the achievement of targets had not been identified.

6. Accountability and Good Governance

6.1 Presentation of financial statements

Even though, the financial statements should be presented to audit within 60 days after the closure of the financial year in terms of Public Enterprises Circular No.PED/12 of 02 June 2003, the financial statements for the year 2017 of the Commission had been presented to audit on 07 September 2018 after a delay of 190 days.

6.2 Internal Audit

The approval cadre of the Internal Audit Division was 5 but 2 assistant director's posts thereof had been vacant and as such a sufficient audit had not been carried out in the year under review. Four officers of the approved cadre of the internal audit division had been at supervisory level but only 2 officers had been working as supervisory level.

6.3 Budgetary Control

When the budgeted income and expenditure is compared with the actual income and expenditure, variances ranging from 20 per cent to 148 per cent were observed. Thus, the budgeted had not been made use of as an effective instrument of management control.

6.4 Unresolved audit paragraphs

As stated in the paragraph 4.4(b) of the Auditor General's report for the year 2016, the internal applicants, applied for the posts in the management service category should complete a satisfactorily service period of 5 years in grade 1 of the junior management service category. However, 6 officers who had not completed the service experience specified in the lower management level had been recruited to the posts of Assistant Directors. Furthermore, the Interview Board had not given marks fairly to all applicants for their additional qualifications and experience, even though the marking scheme was identified.

7. Systems and Controls

Weaknesses in systems and controls observed in audit were brought to the attention of the Director General of the Commission from time to time. Special attention is needed in respect of the following areas of control.

Areas of Systems and Control	Observation
(a) Accounting	(i) All paid vouchers relating to the year 2017 not entered to the new computer accounting system. (ii) As backups had not been properly maintained, computerised data had completely destroyed since the computerised accounting system had inactivated in May 2017.
(b) Financial Control	(i) Non-utilisation of provisions given by the Skills Sector Development Project. (ii) Bank Reconciliation not properly prepared.



(c) Human Resources Management

Non-introduction of a sufficient systems and controls for the assessment of the requirement of evaluators recruitments and making payments.

(d) Safe Custody of documents

In rendering paid vouchers to audit they had been submitted with outstanding vouchers, they were not checked by a responsible officer and not taken appropriate steps to safeguard vouchers.

H.M.Gamini Wijesinghe

Auditor General

Auditor General
Department of Auditor General
Baththaramulla

Report of the Auditor General on the Financial Statements of the Tertiary and Vocational Education Commission for the year ended 31st December 2017 in terms of Section (14) (2) C of the Finance Act No. 38 of 1971.

The current situation and the actions taken in respect of your above Audit Report, No. VTY/E/TVEC/1/17/19 and 14 (2) C and dated 08.02.2019, is submitted herewith.

2. Financial Statements

2.2.1 Sri Lanka Public Sector Accounting Standard

(a)

- i. The values included in the balance of Rs. 3,764,893 adjusted to the Operating profit in respect of over/under allocations, would be rectified in preparing the Bank Reconciliation Report. Since the expenditure relevant to the year 2016 has been accounted in the year 2017, Rs. 1,352,722 has shown as the prior year adjustments. Those values are rectified through the prior year adjustments Accounts.
- ii. The differed revenue is calculated considering the difference between the balance of the Differed Income of the Financial Standard Statement 2016 and the balance of the Differed Income of the Financial Standard Statement 2017, in calculating the cash flows generated from operating activities.
- iii. The financial value of Rs. 9,975,499 relevant to the purchasing is stated as a cash flow under financial investments.

(b) Sri Lanka Public Sector Accounting Standard 07

- i. Expenditure relevant to the development of 8th Floor has been shown under Building Developments and not accounted as a Construction of Buildings.
- ii. Since the Buildings ownership is under the Line Ministry, the developments carried out for the partitioning of office premises in the Finance Division had not been accounted as Buildings Reconstruction Expenditure.

2.2.3 Accounting Policies

This difference had been rectified in the year 2018 through the adjustments of the prior year.

2.2.3 Accounting Deficiencies

- (a) The Trial Balance extracted as at 31st March 2017 from the old package had been included to the new package as opening balance from the 01.04.2017 in order to avoid the shortages mentioned here.

- i. Since these differences observed, the values mentioned in the Trail Balance extracted utilizing the aforesaid old package, had been included in the new package as Opening Balance to the date of 01.04.2017.
- ii, iii. The above mentioned answer for the question i, is relevant to these questions too.
- (b) All the shortages pointed out in the i, ii, iii could be identified through preparing the Bank Reconciliation Statement. Accordingly, actions will be taken to accurate the entries in the “Transfer account”.
- (c) The relevant Journal entries have been stated to rectify the computers and accessories valued at Rs. 312,500 and the allocated provisions for the depreciations which shown in the Fixed Assets Account.
- (d) Actions have been taken to rectify the balance of the Gratuities Account.
- (e) Actions have been taken to rectify the balance of the Final Account in year 2018.
- (f) Actions have been taken to accurate the depreciation value which had been overstated by Rs. 373,411, through correct Journal Entries.
- (g), (h), (i)
All the mentioned shortages had been rectified in preparing the Accounts of year 2018.
- (j) Actions had been taken to rectify the balance of the Distress Loan Account.
- (k) Actions are being taken to rectify the Journal Entry No. 22 of the Advance Account with examine, which had been brought to account twice.
- (l) Actions are being taken to account the furniture and equipment valued at Rs. 540,800 by examine.
- (m), (n), (o)
The over calculations and less calculations mentioned under the above numbers had been rectified when preparing the Accounts of 2018.
- (p) Since the large number of evaluation charges vouchers have been submitted for payments in year 2017, it is unable to categorize them as per years. Accordingly, all those vouchers had been accounted under year 2017. Actions will be taken to account vouchers with identifying the relevant year in future.
- (q) Even though the Chairman’s monthly allowance relating to the month of May 2017 has noted thrice, the cash flow has been carried out only once. Further, the actions are being taken to make correct entries with finding out the Evaluation charges and the expenditure relevant to Rs. 196,300.
- (r) Actions are being taken to account Sundry Expenses properly and the accounts as relevant.
- (s) Actions are being taken to state the Differed Revenue Grants under “claim” Head of the Financial Standards Statement.

2.2.4 Unexplained Differences

- (a) Actions are being taken to compare the loan balances stated in the Detailed Schedules and Financial Statements by identifying the differences shown in preparing the Financial Statements for the year 2018.
- (b) The details relevant to the existing differences between Trial Balance and the Ledger are as follows.

	Account	Value as per the Trial Balance (Rs)	Value as per the Ledger (Rs)	Exalation
1	Loans of the Commission	1,012,319	950,875	Actions are being taken to rectify.
2	Loan interest of the Commission	39,772	43,491	Actions are being taken to rectify.
3	Advances	259,000	9,000	Actions will be taken to rectify by examine the difference.
4	Distress Loan	6,731,598	7,069,548	Actions will be taken to rectify by examine the difference.
5	Interest on distress loans	379,658	402,445	Actions are being taken to rectify.
6	Festival Advances	694,800	679,800	Actions will be taken to rectify by examine the difference.
7	NVQ testing charges	10,623,090	10,625,089	Actions will be taken to rectify by examine the difference.
8	Bank Account	4208448	1219682	Actions are being taken to rectify.
9	Grants refundable (Touch your Future)	11,028,098	9,881,092	Actions will be taken to rectify by examine the reason.
10	Refundable Grants (World Bank)	39,195,57	37,353,809	Reason for this is rectifying a journal entry after preparing the Account.

b.

	Account	Value as per the Trial Balance (Rs)	Value as per the Ledger (Rs)	Exalation
1	Accumulated Depreciation	21,484,361	20,924,366	Actions are being taken to rectify.
2	Accumulated Depreciation – Office Equipment	5,694,175	5,478,548	Actions are being taken to rectify.
3	Year's depreciation – computers	3,044,802	2,484,807	Actions are being taken to rectify.
4	Year's depreciation – Office equipment	977,267	760,642	Actions are being taken to rectify.
5	අතහැර ගත් ණය		11,500	Actions are being taken to rectify.
6	මුදල් ප්‍රධාන මාරු කිරීම්		6,000	Actions are being taken to rectify.
7	Recovery of Paye tax Payable Account		8,449	Actions are being taken to rectify.
8	Prior Year adjustments	1,157,183	1,177,132	Actions are being taken to rectify.
9	Touch Your Future Programme	472,524		Actions are being taken to rectify.

2.3 Accounts Receivable and Payable

- (a) A court case against this private entity is being hearing. As per the judgment received for the aforesaid case future actions will be taken.

- (b) Actions are being taken to recover the loan balances from the employees who resigned from the jobs and dismissed from the jobs.

2.4 Non – compliance with Laws, rules, regulations and Management Decisions

(a)

- i. Due to the deletion of the data in the Accounting System, these vouchers had been delayed to forward. Actions will be taken to avoid these delays in future.
- ii. Three counterfoil books relevant to the 3 bank accounts are being maintained.
- iii. Since the Audit had shown that the Advance Register prepared utilizing the Accounts package is not satisfactory, actions had been taken to prepare those in books as earlier since 2018.
- iv. Due to the delays in the post and other reasons the cheques valid time had been lapsed when paying to the payees and the valid time extend by them with forwarding back to the Account Division. Since this has not been carried out by the Accounts System, it is shown in the Bank Conciliations with previous date of the cheque. A register relevant to the changing of dates is maintained in the Account Division.
- v. An Inventory Register on the inventory articles used by the Commission is being maintained and the relevant actions will be taken to update it.

- (b.) Even though, board of survey had been carried out for the year 2017, an issue had been arisen on the accuracy of the said reports, due to the destruction of data in the Accounts Computer system. In this circumstance, the correct report of 2017 could not be submitted to the Auditor General. However, actions had been taken to rectify those errors, through the Board of survey of the year 2018.

4.1 Performance

4.1.1 Planning

- (a.) The reason for not to update the Corporate Plan for the period of 2014 – 2018 is, the operation activities of the said plan had been stopped temporally as per the Public Finance Circular No 01/2014. However, the annual Action Plan of those years had been prepared as per the Corporate Plan and a programme has already been prepared to update the Corporate Plan of year 2019. This has been included in the Annual Action Plan of year 2019 too.
- (b.) Actions have been taken to re – prepare the Performance Reports as per the Action Plan in the year 2017. Accordingly, the performance planned in compliance to the Action Plan will be submitted in future.

4.1.2 Operations and Review

(a)

- i. It had been planned to carry out evaluations for 360 institutions in the year 2017 and 400 evaluations for existing registered institutions. Accordingly, 294 evaluations had been carried out for new registrations and 425 evaluations had been carried out for renewing the registration. Therefore, 719 evaluations had been carried out among the 760 total evaluations and as such high performance had been fulfilled. Similarly, out of the evaluations which had already been carried out, 119 for new institutions as per the qualifications for registration and 314 institutions for renewing the registration and altogether 433 institutions had been registered.

- ii. It was planned to carry out 100 evaluations for new accreditation of courses and 400 evaluations for existing accredited courses. 573 courses had been accredited by evaluated total 743 courses. As such high performance has been achieved.

- (b.) Even though it was planned to print and distribute 02 periodical magazines in the year 2017, only one magazine had been printed and distributed.

Due to the delay to provide data from the Department of Census, the second periodical magazine had been prepared and completed in the final quarter of the year 2017 and quotations had been called for printing on 18.12.2017 and printed and distributed in the year 2018.

- (c.) Due to rejection of external audits by the other institutions, only 65 Quality Management Systems have been established. However the two external audits should have to be completed to award QMS certificate.

The expected audit targets for the year 2017 was 150 and out of that 104 audits had been concluded. This is as a percentage 69%.

Furthermore, the request for QMS and be qualified for that should be achieved by the Institution itself and actions will be taken to motivate the Institutions on the requirement of Establish the Quality Management System.

(d)

- i. Skills Sector Councils should prepare their Action Plans. The said Plan should submit to the Director Board of Tertiary and Vocational Education Commission and should obtain the approval. The Financial provisions have been given to the approved Sector Councils. Similarly, the progress of the Sector Councils provide directly to the Skills Sector Development Programme which provide the provisions and a copy of that is given to the Tertiary and Vocational Education Commission.
- ii. All the Skills Sector Councils have been established as per the Disbursement Linked Indicator (DLI) for the ADB provisions of Skills Sector Development Programme and the required provisions for them have being granted only from the Tertiary and Vocational Education Commission. Therefore, the Skills Sector Development Programme monitors the Sector Councils and instructs to release the finance.
- iii. The respective Sector Councils have being instructed continuously on earning of income and those Councils have earned the income as follows.
 - a. Skills Sector Council (Constructions) – Rs. 500,000.00
 - b. Skills Sector Council (Information and Communication) – Rs. 53,400.00
 - c. Skills Sector Council (Production and Engineering Services) – Rs. 205,677.00
 - d. Skills Sector Council (Tourism) – Rs. 10,000.00

The Memorandum of Understanding for the establishment of Sector Councils has agreed to earn provisions by institution itself by the end of 2020.

- iv. The audit activities of these Sector Councils are carried out by an Audit Institution which is selected by themselves. A copy of that is submitted to the Commission by them.

4.2 Management Activities

(a)

- i. Since our Institution purviews under the Ministry building, the 8th Floor has given to the Commission by only a letter instead of written agreement. (This 8th Floor is not belongs to the Commission and only as a solution to inadequate room facilities existing in the Commission, it has given by the Ministry.) However, the 8th Floor has already been given back to the Line Ministry.
- ii. The supplier has informed the Commission that the development work of the 1st stage had been completed, and the invoice would be issued after completing remained all the constructions on 23rd May 2017. Accordingly, after examine all the constructions the payments have been carried out on 3.7.2017 with re - charged the payments for delayed 47 days.
- iii. Only one supplier has agreed to provide the quotation to develop the 8th Floor. The total amount that the supplier has presented for the development of 8th Floor, was Rs. 7,071,095. However due to an error of a ratio of the Quotation presented by the Evaluation Committee, it should be as Rs. 6,552,692. Therefore the said Institution rejected to accept the revised price for the development affairs. Since there was no second supplier, the quotation had been called for the second time. Accordingly, contract to develop the 8th Floor has given to the minimum bid presented as Rs. 7,628,324 in the second quotation.
- iv. Before established the Certificate Division of this Commission in the 8th Floor of the “Nipunatha Piyasa”, the glasses fitted as walls were in a danger as they are in a situation to collapse, for the winding. Since it was a danger to occupy the employees in the 8th Floor, the report had been brought from the Central Engineering and Consultancy Bureau (CECB). Accordingly, the report has stated that it is not suitable to occupy the employees in the 8th Floor and it should be renovated. However, the developments provided to the 8th Floor before received this report, had been done only to facilitate required facilities for the officers who served in that Floor.
- v. Rs. 500,000 had been charged from the AKK Engineering Institute (Contract Company) on 23.08.2018 for the damage due to leaking of rain water, in carrying out the payments of second instalment to the Company.

(b.) No provisions to the Commission to take actions against the institutions which have not been registered the training Institutions as per the Tertiary and Vocational Education Act. Similarly, following reasons can be mentioned to decrease the number of registered institutions.

1. No request from the institutions to register and renew the registration.
2. Even though some Institutions have requested, they have not carrying out the payments in respect of that.
3. Applications send through online are not complete.

Actions taken to solve the issues –

1. Actions have been already taken to revise the Act of the Commission.

2. Conduct workshops to give awareness on institutions registration. 12 workshops have been conducted as at December 2017.
3. Informed the institutions over the telephone which had not done the payments.
4. Provided awareness through workshops on how to send applications successfully.
5. Aware the “Company Medura” and Local government institutions who provide the registrations for the enterprises on, that the institutions which provide vocational training should register in TVEC.

Accordingly, a clear progress in registration of the Institutions have been shown at present.

The total number of registered institutions are as follows.

Year	2014	2015	2016	2017	2018
No of registered institutions	2096	2242	2424	2537	2658

The activated number of institutions was 786 as at 30.04.2018 and it was increased up to 1228 as at 29.03.2019.

- (C) The number of accredited courses had been decreased as at 01st of October 2017 due to the institutions were not in a preference to refer for the registration through online method which implemented for the first time as a new technology adaption. However, following actions had been taken to increase the number of accredited courses.
 - Conduct awareness programmes on courses accreditation. 12 workshops had been conducted as at December 2017.

A successful progress have been already achieved.

The total number of accredited courses as follows.

Year	2014	2015	2016	2017	2018
Courses accreditation	1115	1678	2359	2843	3211

Further the activated number of courses was 1817 as at 30.04.2018 and it has been increased up to 2325 as at 29.03.2019.

- (d) Skills Development Assistant are already engaged in the institutional testing and at the end of the year 2018 and since in the inception of the year 2019 testing are being carried out through the examiners of the National Apprentice and Industrial Training Authority (NAITA).
- (e) Due to the unexpected inactivation of the computer package which established the Accounting System of the Commission, the three languages computer package which utilized for the accounts affairs had been totally deactivated. Even though the Information System of the Commission and some of the external institutions had also been tried to back up the data it was not succeeded. The reason was that the external parties had been stored the data with errors in the Account system.

Data had not been stored in another computer. In such context, actions have been taken to purchase a new accounts system and the data have already been stored in that system.

4.3 Operating Activities

(a)

- i. Financial assistance had not been granted to purchase the equipment relevant to the selected courses conducted by these institutions due to no submission of quotations in due time.
- ii. Provision of financial assistance had been decided for 03 months courses through Commission Paper No 226/15. Instructions and the approval had been given for the 03 months courses conducted by the Don. Bosco Institution which is under the Private Sector. Accordingly, financial assistance was granted for 03 institutions which conducted 05 courses and completed within 03 months in the year 2017.
- iii. Only 05 courses in the Public Sector Institution which had been given the financial assistance since the year 2012 to 2016 had not been accredited. It has informed in writing that the immediate actions will be taken to accredit these courses. Legal steps had been taken for 7 courses conducted by the Private sector institutions and only 03 courses had not been obtained the accreditation.

Courses which has not been accredited have been referred to Courses Accreditation Division for required future actions.

- iv. Under the provision of financial assistance for the Public Sector during the year 2011 to 2012, the financial assistance to the Vocational Training Authority of Sri Lanka had been given only up to year 2011. Rs. 7,382,110.00 had been given for 23 courses in 18 institutions which function under Vocational Training Authority of Sri Lanka and out of them, 18 courses had already been accredited. Financial assistance had been given to the training institutions which are exterior from the Ministry since 2012, and no financial assistance had given to the Sri Lanka Vocational Training Authority since 2012.

(b)

- i. The officers approved in the Institution of Sri Lanka Standards are engaged in these audits as quality management auditors. External auditors were recruited as auditors who obtained the aforesaid qualifications. However most of these officers are engaged in the permanent service in other institutions and they are not been released for the audits in our Commission as QMS Auditors. Therefore the service of them could not be received due to this reason. However, the service of the internal QMS is being obtained and the trained QMS auditors in year 2017 are agreed to provide the service and the actions will be taken in future to obtain the service of all the auditors.
- ii. External auditors were recruited as auditors who obtained the aforesaid qualifications. However, most of these officers are engaged in the permanent service in other institutions and they are not been released for the audits in our Commission as QMS Auditors. Therefore, the service of them could not be received due to this reason. However, the service of the internal QMS, is already being obtained.

- iii. Due to the inability to obtain the required criteria to establish the Quality Management System by the Vocational Authority and the National Apprentice and Industrial Training Authority, the Commission had not been carried out the audits.
- iv. A data register is maintained at present relevant to this fact. Therefore, a software had been prepared and implemented comprising with the institutions applied in the relevant year, the applied dates and the dates carried out the first audit (Stage – 01) and the second audit (Stage – 02), the details of the participated auditors. However, the above data is mentioned in the separate files prepared for each institution.
- v. Rs. 25,000.00 as Quality Certification charges and Rs. 10,000.00 as Audit fees had been paid through obtaining the approval.

Even though, as per the suggestion of the former Chairman, a committee had been appointed by him and the approval has given to pay Rs. 50,000.00 as the Quality Certification charges and Rs. 10,000.00 as Audit fees, a revision had been carried out to the Quality Certification charge as Rs. Rs. 25,000.00 and Rs. 10,000.00 as audit fees by the Skills Sector Development Programme.

In such context the former Deputy Director General has charged Rs. 7,500.00 as quality Certification charge for the 50 private institutions which has assigned to him. (The approval of the Commission has obtained for this). However, the charges have been rectified at present as Rs. 25,000.00 as Quality Certification charges and Rs. 10,000.00 as Audit fees.

Furthermore, on the instructions of the Secretary to the Ministry, the appropriate amount for the Quality Certification charge has already been inquired from the Department of Public Finance.

- vi. The approval of the Commission had been obtained to give the relevant allowance since the Lead Auditors who are professionals for this only can perform the audit. These allowances had been paid as per the approval of the Skills Development Project and its provisions. 10% of the government contribution is reduced from the officers under public service who engaged in this duty. Similarly, the hindrances would be occurred to achieve the given targets, if it fails to pay an intensive for them.

4.4 Idle and under – utilized Assets

Since the unavailability of spare parts in the current market to purchase for the motor car, holds the number KF – 7354 which has recommended by the Procurement Committee which spent least cost for the repairs, the repairs could not be carried out. Accordingly, the practical issues arise in selecting less cost equipment due to no quality and other factors.

The AMW Institution which supplied the quotations has informed that the exterior parts only could be repaired and the essential parts to be repaired in the vehicle are not currently available in the country or not import from other countries. Accordingly, since it is difficult to spend high cost for the repairs of this vehicle, actions are being carried out to dispose it.

4.5 Personnel Administration

- (a) Recruitment had been carried out for the post of Deputy Director General and the promotions had been given to the post of Deputy Director for 03 officers from existing cadre due to no direct recruitments are carrying out to this post.
- (b) Recruitments had been carried out after receiving the approval for the post of Coordinating Reconstruction and Training Development, through a Board Paper No. 218/18. These appointments had been carried out temporally, on the requirement of Service, with paying the salaries through Skills Sector Development Project and their recruitments had been ended after completing the duty.

4.6 Utilization of Funds

The balance sum of the provisions of International Labor Organization had been invested in fixed deposits with the recommendations of Accounts Committee Meetings. The institution earns an interest through this. Actions will be taken to obtain the approval of the Treasury and the Board of Directors in this regard.

5.1 Reaching Sustainable Development Goals and Targets

The Sustainable Development goals have been included in the Corporate Plan which is scheduled to be updated in the year 2019. Accordingly, the Annual Action Plan of the year 2019 has been prepared.

6. Accountability and Good Governance

6.1 Presentation of Financial Statements

Due to the destruction of utilized Account package, the financial statements for the year 2017 of the Commission had been delayed to present for the audit.

6.2 Internal Audit

Among the 02 approved Assistant Directors for the Internal Audit Division one is an attached officer to this division and for the other vacancies of the Assistant Director posts two Development Officers have been attached. Accordingly, the audits can be carried out as per the plan of the Audit Division.

Due to the audit period is decided as per the audit extensions in certain occasions, the less audits had been carried out in the areas of less attention.

6.3 Budgetary Control

Actions will be taken to utilize the budget as an effective instrument of management control with comparing the actual income and expenditure with budgeted income and expenditure.

6.4 Unresolved audit paragraphs

As per the Scheme of Recruitment, internal officers had been called for an interview for the post of Assistant Directors.

As per the Audit answer No. TVEC/ E2 /Audit / Query dated 07.06.2017 to the audit inquiry No. VTY/E/A/TVEC/2016/13.04 and dated 07.06.2017, the marking scheme had not been carried out according to the criteria of the marking process and those criteria has prepared by the Commission. Therefore, the interview board was given the marks criteria of the Commission. Further, the priority has given to the English knowledge.

7. Systems and Controls

(a) Accounting

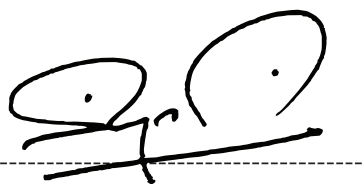
- i. Under 02 stages vouchers had been entered to the new package. Actions have been taken to avoid the mistakes occurred in this entering.
- ii. Actions have been taken to store the data of the new package in Financial Division and the Information System Division separately to avoid the damage occurred due to inactivate of old package.

(b.)

- i. The provisions provided by the Skills Sector Development Programme had not fully utilized during the year under review and the actions will be taken to avoid the underutilized provisions in the year 2018.
- ii. Actions will be taken prepare the Bank Reconciliation Statements accurately.

- (c) The assessment of the requirement of evaluators is being carried out as per the number of accredited courses. Recruitments are carrying out throughout the year, according to the requirement. Payments had been delayed due to the delay of receiving the provisions. However, the payments had been done and all the payments had been concluded by the end of the year 2018.

- (d) Appropriate steps have been taken to examine the vouchers by a responsible officer and file daily in order to safeguard.



S.U.K. Rubasinghe

Director General (Cover up)

Copies

- Secretary – Ministry of Industry & Commerce, Resettlement of Protracted Displaced Persons, Co – operative Development and Vocational Training & Skills Development (For information)
- Audit Superintendent – Government Audit Division (For information)
- Deputy Director (Internal Audit and Investigation) – Tertiary and Vocational Education Commission (For information)



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