

අධිකරණ, බන්ධනාගාර කටයුතු හා ආණ්ඩුක්‍රම
ව්‍යවස්ථා ප්‍රතිසංස්කරණ අමාත්‍යාංශය

நீதி, சிறைச்சாலை அலுவல்கள் மற்றும்
அரசியலமைப்பு மறுசீரமைப்பு அமைச்சு

Ministry of Justice, Prison Affairs and
Constitutional Reforms



රාජ්‍ය ගිණුම් පිළිබඳ කාරක සභාවේ පාර්ලිමේන්තු ප්‍රකාශන මාලා - අංක 183
அரசாங்க கணக்குகள் பற்றிய குழுவின் பாராளுமன்ற வெளியீட்டுத் தொடர் - இல. 183
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පාර්ලිමේන්තුවේ රජයේ ගිණුම් පිළිබඳ කාරක සභාව විසින් සභාගත කරන ලද වාර්තා සම්බන්ධයෙන්
ස්ථාවර නියෝග අංක 119(4) යටතේ ගරු අමාත්‍යවරයාගේ නිරීක්ෂණ හා ගනු ලබන පියවර
පාර්ලිමේන්තුව වෙත ඉදිරිපත් කිරීම

பாராளுமன்றத்தின் அரசாங்க கணக்குகள் பற்றிய குழுவினால் சபாபீடத்தில் வைக்கப்பட்ட அறிக்கைகள் தொடர்பில்
நிலையியற் கட்டளை இலக்கம் 119(4) இன கீழ் கௌரவ அமைச்சரின் அவதானிப்புகள் மற்றும் மேற்கொள்ளப்பட்ட
நடவடிக்கைகளை பாராளுமன்றத்தில் சமர்ப்பித்தல்

Submission of observations of Hon. Minister and steps taken with regard to the reports
tabled by the Committee on Public Accounts in terms of Standing Order No.119(4)

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<u>Name of Ministry/Department</u>	<u>Head</u>
01. Ministry of Justice	110
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Name and Title of the Institution :Ministry of Justice -110	
Parliamentary Publication Series No : 183	
Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One : 78.00</u>	
Internal audit queries have not been answered within a period of one month.	Action will be taken to answer those in future without delay.
Board of Survey has not been conducted in accordance with the Public Finance Circular No. 05/2016 dated 31.03.2016 and the relevant reports have not been submitted to the Auditor General on the due date. Recommendation on excesses and deficiencies and other recommendations revealed by the Board of Survey had not been implemented.	Relevant subject officers have been instructed to take necessary action to conduct the Board of Survey on scheduled time and submit the report to the Auditor General and to implement the recommendations and other recommendations on excesses and deficiencies on time from the year 2023 onwards.
Action had not been taken to dispose unusable vehicle less than 6 months.	Relevant subject officers have been instructed to take necessary action to dispose unusable vehicles within the stipulated time.
Log books for each vehicle were not maintained on an updated basis.	Action has been taken to maintain log books for each vehicle properly updated and maintained.
Fuel combustion the vehicles of the Institution had not been tested as per the provisions mentioned in paragraph 3.1 of the Public Administration Circular No. 2016/30 dated 29.12.2016.	According to the provisions mentioned in paragraph 3.1 of the Public Administration Circular No. 30/2016 dated 29.12.2016, the fuel combustion tests of 10 vehicles have been completed and due to the covid epidemic in the country in the year 2020, it was not possible to carry out the fuel combustion tests of other vehicles.
There were outstanding loan balances for more than a year	<p>There was a loan balance of Rs.323,197.00 in respect of the interdicted officers.</p> <ul style="list-style-type: none"> • P.V. Gunawardhana - Rs.162,215.00/-A case has been filed by the Attorney General's Department. • G.A.C. Gamaarachchi - Rs.111,832.00/-Although this officer has been reinstated in the government factory, he has not yet reported to the department, so he was notified several times by registered post to collect the balance of the loan, and as there was no reply, he was notified by letter through the divisional secretariat. • M.I. Fernando - Rs.49,150.00/-The concerned person has been informed by registered post and then informed by the <i>Grama Niladhari</i>. However, the loan

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	<p>balance has not been settled. A complaint has been lodged with the Keselwatta police station to collect the loan and the complaint has not been called so far.</p> <p>There was a loan balance of Rs.243,385.00 in respect of the officers who has left the post.</p> <ul style="list-style-type: none"> • H.S.C. Pushpakumara - Rs.121,392.00/- and H.A.A. Chamara - Rs. 117,003.00/- Has been referred to The Attorney General's Department to take legal action to recover the loan balances. • N.G.J.C. Naranpitiya - The disaster loan balance of Rs.84,290.00 of this officer who has left the service since 29.06.2015 is recovered from the salary of the officer's guarantor and so far an amount of Rs.79,300.00 has been recovered. Retired officer N.P. Gallage's loan balance of Rs.350,979.00 has not been recovered due to non-adjustment of retirement gratuity.
<p>Action had not been taken in respect of overdue deposits in General Deposits Account as per FR 571.</p>	<p>It has been arranged the amount of Rs. 1,316,040.63, which is the balance of the amount given by UNDP in the public deposit account as a deposit of more than 2 years, by year 2020 to be released by 01.09.2022. Henceforth, if there are such deposits beyond 2 years, they will be dealt with according to FR.571.</p>
<p>Performance reports for the year under review had not been submitted to Parliament by the due date.</p>	<p>Due to the lockdown of the country because of rising Covid epidemic situation in the country during this period and restrictions on the calling of officers to work, it took a long time to get information for preparing performance reports. After receiving the complete information needed to prepare the performance report, the report was printed and submitted to Parliament on 2021.12.03.</p>

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<u>Part Two : 64.00</u>	
The website maintained by the institute did not provide an opportunity for the public to lodge complaints or compliments.	The website has been updated to facilitate the public to post suggestions or complaints about the organization
The citizen/client charter had not been properly prepared and implemented.	Necessary actions are being taken to prepare the citizen/client charter and a methodology will be prepared for monitoring and evaluation of its implementation and necessary steps will be taken to implement it in the future.
The institute had not developed a system for monitoring and evaluating the implementation of the citizen/client charter.	
Performance agreements were drafted and not entered into by the entire staff.	Due to the Covid epidemic in the country, it has not been possible to provide planned training opportunities and by now arrangements have been made to provide training opportunities covering all officers.
The number of training opportunities provided from the planned training opportunities was less than 50%. It had not been rectified the deficiencies/defects pointed out in paragraphs by the Auditor General. Attainment of the first identified performance indicator was less than 50%.	

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Name and Title of the Institution : Department of Court Administration - 228
Parliamentary Publication Series No: 183

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One : 68.00</u>	
Losses Register had not been updated.	An up-to-date register of Losses is maintained at present.
Each audit queries submitted by the Auditor General had not been answered within a period of one month.	Actions are being taken to reply without delay in future.
Answers for internal audit queries were not submitted within a month.	Internal audit queries will be answered without delay in future.
Survey was conducted in accordance with the Public Finance Circular No. 5/2016 dated 31.03.2016 and relevant reports were not submitted to the Auditor General on the due date. Recommendations on excesses and deficiencies revealed by the Board of Survey and other recommendations were not implemented during the proper time.	From the year 2023, the Board of survey would be conducted on the scheduled date and the relevant reports will be submitted to the Auditor General and the recommendations regarding excesses and deficiencies revealed in the annual Board of survey and other recommendations will be implemented within the specified periods.
The balances that had to be adjusted as revealed in the Bank Reconciliation Statements, had not been settled within a month in accordance with FR.	The balances that needed to be adjusted in accordance with the bank reconciliation statement for the year 2020 have now been settled and the balances that need to be adjusted as per the bank reconciliation statement will be corrected within the relevant month.
After utilizing the provision made for an Expenditure Subject in accordance with FR 94 (1) , the remaining provision limit was exceeded and the liabilities were established.	Subject to the provisions of FR 94(2) for the expenses of recurring nature, there is the possibility of incurring debts up to 50% of the average of the last 3 years and therefore obligations have been made for the purpose of maintaining the daily activities of the courts.
There were outstanding loan balances for more than a year.	For many years, outstanding loan balances are being collected in installments from guarantors and certain individuals. A committee has been appointed regarding outstanding loan balances and alternative proposals have been presented regarding the

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	<p>recovery of loan balances. Accordingly, currently the High Courts are presenting the progress to the Ministry on a monthly basis. In this regard, special attention is already being paid and arrangements are being made to recover the loan balance. Furthermore, according to the Public Finance Circular 01/2020 related to the year 2022, a loan balance of Rs. 159,841.75 has been written off in respect of loan amount less than Rs. 25,000/- under FR 113.</p>
<p>Action had not been taken regarding overdue deposits in the General Deposit Account in accordance with FR 571.</p>	<p>The overdue deposit in the General deposit account is the retention money of the contractors involved in the construction and the collateral related to the proceedings. Retention funds for constructions which have been in operation for more than 02 years should be retained till the completion of the relevant constructions and those deposits should be retained in the deposit account even after more than 02 years. Also, the balance of the deposit for foreign summons has to be withheld until a court order is received. Also, deposits that have been in the courts for more than 02 years will have to be retained until the end of the trial.</p>
<p>Performance reports for the year under review had not been submitted to Parliament by the due date.</p>	<p>Due to the Covid epidemic situation in the country, it was not possible to submit the performance report on the scheduled date and it has been submitted to the Parliament in December 2021.</p>
<p>According to the Management Service Circular No. 04 of 2017 dated 20.09.2017, the staff information had not been forwarded to the Management Services Department within one month after the end of the quarter..</p>	<p>Staff information could not be forwarded to the Department of Management Services as per the circular as scheduled posts are controlled by the Judicial Service Commission and non-scheduled posts are managed by the Ministry of Justice. The relevant staff information of the non-scheduled positions controlled by the Ministry of Justice has already been forwarded to the Management Services Department. It has been observed that the relevant information has not addressed in the said circular. Therefore, the Department of Management Services has been informed to inform the Judicial Service Commission. Relevant staff details of non-scheduled posts administered by the Ministry of Justice have already been forwarded to the Department of Management Services.</p>

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<u>Part Two: 54.00</u>	
The citizen/client charter had not been properly prepared and implemented.	The Judicial Service Commission will be informed and further action will be taken regarding the implementation of the website and the Citizen/Client Charter.
The institute had not developed a system for monitoring and evaluating the implementation of the citizen/client charter.	
A properly prepared human resource plan had not been prepared in accordance with public administration regulations.	Due to the Covid epidemic in the country, it has not been possible to provide planned training opportunities and by now arrangements have been made to provide training opportunities covering all officers.
The prepared HR plan did not specify a minimum of 12 hours of training per employee per year.	
Performance agreements were drafted and not entered into by the entire staff.	
The institute had not appointed a senior official to formulate human resource development plans and to implement capacity and skills development programs.	
The number of training opportunities provided from the planned training opportunities was less than 50%.	

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Name and Title of the Institution : Supreme Court Registrar's Department - 234	
Parliamentary Publication Series No: 183	
Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One : 79.00</u>	
Copies of Internal Audit Reports in terms of FR 134 (2) had not been submitted to the Auditor General.	An internal audit unit has not been established in the Supreme Court Registrar's Department, and such duty is carried out by the Ministry's Internal Audit Unit. The Internal Audit Division of the Ministry forwards the relevant copies to the Auditor General at the time of submission of internal audit reports and an internal audit has not been conducted in this department in 2020.
Daily running records and monthly summary reports for pool vehicles were not submitted to the Auditor General.	Arrangements have been made to submit daily running records and monthly summary reports for pool vehicles to the Auditor General from the year 2022.
Action had not been taken to dispose unusable vehicle less than 6 months.	Number of 04 unusable vehicles were handed over to the Sri Lanka Vocational Training Authority in the year 2022 as per the instructions of the Ministry of Justice.
The inactive bank accounts that had been in existence for the year under review or earlier had not been settled.	The Account No. 1370724 at Bank of Ceylon has been settled and closed.
The balances that had to be adjusted as revealed in the Bank Reconciliation Statements, had not been settled within a month in accordance with FR.	All the balances revealed in the Reconciliation Statements for the year 2020 have been settled.
After utilizing the provision made for an Expenditure Subject in accordance with FR 94 (1) , the remaining provision limit was exceeded and the liabilities were established.	Advised to make obligations only on existing provision limit.
Action had not been taken regarding overdue deposits in the General Deposit Account in accordance with FR 571.	The majority of these are compensations related to fundamental rights cases, and the case files are being checked and payment is being made to the relevant parties or credited to the government revenue.
The "ad hoc" sub imprest issued under section 371 had not been settled within one month of its completion.	Relevant officers have been instructed to settle the matter within a month immediately after the completion of work.
The performance reports for the year under review had not been submitted to Parliament.	Due to the Covid epidemic situation in 2020 and 2021, it was not possible to complete the report on the scheduled date; however, the report has been completed by June 2022

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	and submitted to Parliament in October 2022.
<u>Part Two : 23.00</u>	
The website maintained by the institute has not provided an opportunity for the public to lodge complaints or compliments.	A telephone number and the e-mail address of Deputy Registrar is informed to the Public through the web site of the Supreme Court. This institution is the Superior Court of the country and expressing opinions in the website to be seen by all who get access to the web site may damage the dignity and functioning of the institution, so no opportunity has been prepared for commenting on the case. For that purpose, as mentioned above, the e-mail address and telephone numbers are provided by the website
The Institute had not identified sustainable goals within its scope.	The relevant officials were advised to identify sustainable goals according to the scope of the institution and take necessary actions to achieve those goals from year 2023.
Performance targets were not set to measure the achievement of identified sustainability goals.	
The specific parties involved in achieving the organization's sustainability goals have not been identified.	
The details of the two agents to be appointed to coordinate the sustainable development activities to be carried out as per Circular Regulations No. MSDW / 08/65 dated 27 th April 2018 had not been reported to the Ministry.	
The Citizen / Client Charter had not been properly prepared and implemented.	From the year 2022, the Citizen/Client Charter has been properly prepared and implemented.
The Institute had not developed a system for monitoring and evaluating the implementation of the Citizen / Client Charter	
A well organized human resource plan had not been prepared in accordance with public administration regulations.	By now the human resource plan has been prepared.
The prepared human resource plan had not ensured a minimum of 12 hours of training per employee per year.	It was not possible to provide 12 hours of training opportunities on the approved provision. Also, the judicial service commission appoints the stenographers, typists, clerks, and development officers, so the training activities are also organized by them.
Performance agreements had not been drafted and entered	Performance agreements for the year 2022 have been prepared and agreed upon.

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into by the entire staff.	
The institute had not appointed a senior official to formulate human resource development plans and to implement capacity and skills development programs.	Two senior officers have been appointed to formulate human resource development plans and to implement capacity and skills development programs by now
The number of training opportunities provided from the planned training opportunities was less than 50%.	
At least three output indicators were not identified and documented in accordance with the budget circular.	Related officials were instructed to identify the output indicators related to the role to be performed and take the necessary steps to implement them.
Three main indicators have not been identified in relation to the role played by the institute	
Reaching the first identified performance index was less than 50%.	
Reaching the second identified performance index was less than 50%.	
Reaching the third identified performance index was less than 50%.	

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Name and Title of the Institution : Department of Debt Conciliation Board - 231
Parliamentary Publication Series No : 183

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One : 71.00</u>	
Fixed Assets Register was not kept up to date.	Fixed asset register is updated and maintained.
In the delegation of financial powers, the powers had not been delegated in a way that every transaction would be subject to the scrutiny of two officers.	Currently approved staff positions in the department are only the post of Secretary of the Department and Accountant. Due to that, the delegation of powers under FR 135 has been done so as to be examined by two persons. Therefore authorization and approval are assigned to one officer and certification and payment to one officer.
The first password for the government payroll computer software in accordance with Government Accounts Circular No. 171/2004 dated 11.05.2004 was not used only by the Accountant or the Authorized Staff Officer..	The use of computer software of the government payroll processing has been started in accordance with the government accounting circular No. 171/2004 dated 11.05.2004 from year 2022 and the necessary changes in the passwords of the payroll software will be made as per the instructions.
The first, second and third passwords pertaining to the government payroll computer software under Public Accounts Circular No. 171/2004 dated 11.05.2004 had not been changed every three months.	
Internal audit query had not been replied within one month.	Action will be taken to reply for internal audit query within a month.
Copies of the internal audit reports had not been submitted to the Management Audit Department after 01.08.2018 as per subsection 40(4) of the National Audit Act No. 19 of 2018.	An internal audit unit is not established in the Department of Debt Conciliation Board, those activities are carried out by the Internal Audit Unit of the Ministry. When the Internal Audit Reports are submitted by the Internal Audit Division of the Ministry, relevant copies are submitted to the Auditor General and the Internal Audit was not carried out in this Department in the year 2020.
Copies of the Internal Audit Reports had not been submitted to the Auditor General as per F.R. 134(2).	

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Details of Assets which were purchased and disposals in the year 2018, had not been submitted to the Comptroller General Office, as per paragraph 7 of the Assets Management Circular No. 1/2017 dated 26.06.2017.	Details regarding to the assets which were purchased and disposals were submitted to the Comptroller General Office, within the relevant time period, as per the circular.
Daily running charts and monthly summarized reports for pool vehicles had not been submitted to the Auditor General.	Action will be taken to submit daily running charts and monthly reports for pool vehicles to the Auditor General from the year 2023.
A vehicle that has discarded, had not been disposed within less than 6 month.	Motor vehicle No. 300-5479 was already sent to the Police Traffic Division for utilization.
Log books for every vehicle had not been maintained on updated basis.	Instructions will be given to the relevant officers, so that action to be taken to update and maintain log books of vehicles and to examine combustion of fuel from the year 2023.
Examination regarding combustion of fuel of the vehicles of the institution had not been made, as per the provisions, mentioned in the paragraph 3.1 of the Public Administration Circular No. 2016/30 dated 29.12.2016.	
As per F.R. 94(1), after utilizing from the provision made for the object, obligations had been made exceeding the limits of provision remained.	Action will be taken to avoid such issues in future.
The ad-hoc interim imprest, which was issued as per F.R. 371, had not been settled within a month after completion of the purpose.	Instructions were given to the relevant officers that action shall be taken to settle ad-hoc interim imprest, immediately after completion of the purpose.
Performance reports required to be submitted to the parliament for the year under review had not been submitted on due date.	Action will be taken to submit performance reports on due date, in future.

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<u>Part Two : 21.00</u>	
The website had not been designed and maintained for providing required information regarding the institution to the General Public.	Action will be taken to design a website for providing information required to General Public as enable to lodge complaints and compliments.
The opportunity had not been made to the General Public to lodge complaints or compliments through the website, maintained by the institute.	
Sustainable objectives had not been identified by the institution, according to its subject scope.	Action will be taken to nominate two senior officers to coordinate for achieving sustainable development objectives on institutional, provincial and national level, in accordance with the National Level Strategic Management Plan as per Circular No. MSDW/08/65 dated 27.04.2018.
Performance goals had not been stipulated for measuring identified sustainable objective goals achievements.	
Details regarding two representatives, to be appointed for coordinate sustainable development activities, to be executed as per the provisions of circular No. MSDW/08/65 dated 27.04.2018.	
The citizen/client charter had not been properly prepared and implemented.	Relevant activities will be taken to prepare and implement the citizen/client charter from this year.
A methodology had not been, prepared by the institution for monitoring and evaluating with regards to implementation of the citizen/client charter of the institution.	
The Human Resources Plan, properly prepared as per the Public Administration Provisions, had not been formulated.	Instructions were given to the relevant officers that the Human Resources Plan to be formulated and action to be taken accordingly, as per the Public Administration Circular No. 02/2018 dated 24.01.2018, in future.
A minimum training of 12 hour period per year for an employee had not been stipulated by the prepared Human Resource Plan.	
The performance agreements including entire staff had not been prepared and entered in to an agreement.	

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<p>A senior officer had not been appointed to prepare Human Resource Development Plan and to implement capacity and skills development programme.</p>	
<p>The number of training opportunities, provided from the planned training opportunities was less than 50%.</p>	
<p>At least 03 output indicators had not been identified and documented as per budget circular.</p>	<p>Three output indicators were already identified and relevant action will be taken to increase the accessing level for such indicators.</p>
<p>Three main task indicators had not been identified, with regards to the role, to be executed by the institution.</p>	
<p>Accessing of identified first performance indicator was less than the level of 50%.</p>	
<p>Accessing of identified second performance indicator was less than level of 50%.</p>	
<p>Accessing of identified third performance indicator was less than level of 50%.</p>	

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Name of the Institution and head : Government Analyst's Department - 233	
Parliamentary Publication Series No : 183	
Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current situation
<u>Part One : 82.00</u>	
Recommendations, regarding excess, deficiencies, revealed at the annual board of survey and other recommendations had not been implemented within the specific time period.	Implementation of recommendations regarding excess deficiencies, revealed at the annual Board of Survey of the year 2020, delayed due to the corona pandemic existed in the country and the auction of items were held on 22.10.2021 and concluded the activities.
Examinations, regarding the combustion of fuel of the vehicles of the institution, had not been carried out as per the paragraph 3.1 of Pubic Administration Circular No. 2016/30 dated 29.12.2016.	Examination activities regarding the combustion of fuel of the vehicles for the year 2020 were carried out by 15.12.2021.
Obligations had been made the provision limits, remained after utilize from the provision, made for the object beyond the approved limits, as per F.R. 94(1)	Obligations and liabilities statement was prepared including obligations under the provision of F.R. 94(11)
There were outstanding loan balances which more than one year.	Legal action with regard to the officers, who were interdicted, still not concluded. Loan balance of Rs.62,549.00 of the officer who has vacated from the service, was already settled.
Action had not been taken with regards to the expired deposits of the general deposit account as per F.R. 571.	Action has been taken with regard to the expired deposits of the general deposit account, as per F.R. 571.
Performance reports, required to be submitted to the Parliament for the year under review had not been submitted on due date.	Performance Report delayed to submit to the Parliament due to the Corona pandemic existed in the country, it was submitted on 29.11.2021.
Particulars of staff had not been submitted to the Management Services Department within a month after end of a quarter, as per the Management Services Circular No. 4 of 2017 dated 20.09.2017.	Instructions were given that the Quarter Report of particulars of staff to be submitted to the Management Services Department on due date from the year 2023.

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<u>Part Two: 74.00</u>	
Documenting complaints, furnished with regards to the details, requested were not submitted and documents which describing actions, taken with regards that had not been maintained.	Action has been taken to maintain a document that complaints, furnished with regards to the details requested were not submitted and report the action taken with regards that and updating the situation of providing details from 01.02.2023.
Details regarding the representatives, to be appointed to coordinate sustainable development activities, to be executed as per the provisions of the Circular No. MSDW/08/65 dated 27.04.2018, had not been reported to the Ministry.	Action is being taken to nominate two representatives for coordinate sustainable development activities.
The properly prepared Human Resource Plan had not been formulated as per the Public Administration Provisions.	The Human Resource Development Plan for the year 2022/2023 was formulated and about 75% of the staff were given training under the existed provisions. Performance agreements including entire staff is being formulated.
A minimum training of 12 hours period per year for an employee had not been stipulated by the prepared Human Resource Plan.	
The performance agreements including entire staff had not been prepared and entered into an agreement.	
The number of training opportunities, provided from the planned training opportunities was less than 50%.	

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Name of the institution and head : Legal Draftsman's Department - 230
Parliamentary Publication Series No : 183

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One : 86.00</u>	
Relevant reports had not been submitted to the Auditor General on due date, subsequent to the Board of survey was carried out as per Public Finance Circular No. 5/2016 dated 31.03.2016.	The board of survey for the year 2020 and 2021 was already concluded and implementation of relevant recommendations also was completed.
Recommendations, regarding excess, deficiencies, revealed from the annual board of survey and also other recommendations had not been implemented within the specific time period.	
Incurring expenditure was done beyond the provision limits.	Instructions were given that the action to be taken with regards to liabilities and obligations, as per F.R. 94(1), in future.
Obligations had been made, with regard the provision limits, remained after utilize from the provision, made from the object beyond the approved limits, as per F.R. 94(1)	
Performance reports to be submitted to the parliament for the year under review had not been submitted on due date.	Performance Report was submitted to the Parliament on due date from the year 2021.
Details of staff had not been submitted to the Management Services Department, within a month, after end of a quarter, as per the Management Services Circular No. 4 of 2017 dated 20.09.2017.	Action was taken to submit properly updated details of staff from the year 2021, to the Management Services Department, as per the Management Services Circular No. 4 of 2017.

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<u>Part II: 74.00</u>	
<p>The sustainable objectives had not been identified by the institution, according to its subject scope.</p>	<p>Two Assistant Legal Draftsman Officers were appointed for identifying sustainable development objectives and necessary activities are being taken to prepare necessary reports.</p>
<p>Performance goals had not been stipulated for measuring identified sustainable objective goals achievements.</p>	
<p>The specific parties relevant to achieve sustainable objective goals of the institution had not been identified.</p>	
<p>The citizen/client charter had not been properly prepared and implemented.</p>	<p>As mentioned in the annexure (a) which includes guidelines to formulate citizen client charter, introduced by P.A. Circular No. 05/2008, citizen/client charter is a written commitment on the right to obtain services to General Public and public participation is necessary for that.</p> <p>The role of this Department has been created for legislation to implement public policies and not to serve the public. Therefore, there is no practical situation that the concept of citizen charter is applied for this Department but, on the requirement to reply for the inquires, a citizen charter, relevant to the proceedings, adhere to the internal administration was prepared. It is relevant only to the supplying of services to the officers of the department and the legislation procedure to be carried out in the Department.</p>
<p>A methodology had not been prepared by the institution for monitoring and evaluating with regards to implementation of the citizen/client charter of the institution.</p>	
<p>The Human Resources Plan, properly prepared as per the Public Administration provisions had not been formulated.</p>	
<p>A minimum training of 12 hour period per year for an employee had not been stipulated by the prepared Human Resources Plan.</p>	
<p>A senior officer had not been appointed in the institution to prepare Human Resources Development Plan and to implement capacity and skills development programme.</p>	
<p>Performances agreements, including entire staff had not been prepared and entered into an agreement.</p>	
<p>A senior officer had not appointed in the institution to prepare Human Resource Development Plan and to implement capacity and skills development programme.</p>	
<p>The number of training opportunities, provided from the planned training opportunities was less than 50%.</p>	<p>The Human Resources Development Plan for the year 2022 was formulated as per P.A. Circular provisions, subsequent to preparing a performance agreement, including entire staff.</p>

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Name of the institution and head : Attorney General’s Department - 229	
Parliamentary publication series No : 183	
Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
Part One: 67.00	
Each audit query submitted by the Auditor General had not been replied within a month.	Three audit queries of the Auditor General, relevant to the year 2020, were received and such three audit queries were replied within a month. It has been accurately noted down in the computer information management system, relevant to the financial controlling and performance.
The internal audit queries had not been replied within a month.	Sending replies for audit queries delayed on closing offices due to Covid pandemic in the year 2020, and all audit queries sent by the chief internal auditor, were replied and concluded. Instructions were given to the officers, concerned to take necessary action to avoid delays of sending replies for audit queries.
Copies of the internal audit reports had not been submitted to the Auditor General as per F.R. 134(3)	Copies of all audit reports, prepared in the year 2020, were submitted to the Auditor General. It has been accurately noted down in the computed information management system relevant to the financial controlling and performance.
Relevant Reports had not been submitted to the Auditor General on due date subsequent to the carrying out of board of survey as per Public Finance Circular No. 5/2016 dated 31.03.2016.	It was unable to carry out board of survey activities of other provincial offices on Covid Pandemic situation in the country in the year 2020, and submitting of report of board of survey delayed on implementation of recommendation of board of survey delayed due to closing the offices time to time. Action will be taken to avoid such delay.
The observations, relevant to excess, deficiencies revealed by the annual board of survey and also other recommendations had not been implemented specific time period.	

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<p>Examinations, regarding combustion of fuel of the vehicles of the institution had not been made as per the provisions mentioned in the paragraph 3.1 of the Public Administrative Circular No. 2016/30 dated 29.12.2016.</p>	<p>Examinations regarding combustion of fuel of vehicle are properly carried out and examinations of combustion of fuel of few vehicles were unable to do on Covid pandemic in the year 2020. Action will be taken in future, by controlling such situations.</p>
<p>Balances, that were shown in the bank reconciliation statements and were required to be adjusted had not been settled within one month as per Financial Regulations.</p>	<p>Instructions were given to the officers, concerned to take necessary action to settle the adjustments that were shown in the bank reconciliation within one month.</p>
<p>Obligations had been made with regard to the provision limits, remained after utilize from the provision, made for the object, beyond the approved limits, as per F.R. 94(1)</p>	<p>Despite necessary provisions for the year 2020 have been requested from the General Treasury, sufficient provisions were not received. It had to made liabilities for supplying of necessary services for maintaining official duties continuously. Action will be taken in future to obtain sufficient provision from the General Treasury and to manage existing provisions.</p>
<p>There were outstanding balances more than one year.</p>	<p>Following actions were taken regarding outstanding loan balances, more than one year.</p> <ul style="list-style-type: none"> • A sum of Rs.15,000.00 out of Rs.183,560.00, to be charged from the officers, those who interdicted, was charged and loan balance of J.D. Premasiri is being charged as installments. • For charging of loan balance of Rs.743,315.00 of Mr. T.D. Karunaratne, out of the loan balance of Rs.1,788,263.98 to be charged from the officers who has vacated from the service, action has been taken to institute a case. A sum of Rs. 430,406.98 from the remained loan balances were charged. Necessary action is being taken to charge other loan balances, as per the instructions of the Director General of establishment.
<p>Performance Reports, required to be submitted to the parliament for the year under review had not been submitted on due date.</p>	<p>The performance report for the year 2020 has been submitted to the parliament. Action will be taken to submit future performance reports on due date.</p>

Evaluation of Financial Control and Performance of Government institutions, Provincial Councils and local government authorities through the computerized details management system - Financial Year 2020

<u>Part Two: 60.00</u>	
<p>The sustainable objectives had not been identified by the institution, according to its subject scope.</p> <p>Performance goals had not been stipulated for measuring identified sustainable objective goals achievements.</p> <p>Specific parties relevant to achieve sustainable objective goals of the institutions had not been identified.</p>	<p>Sustainable objections, as stipulated by the Sustainable Development Council have been identified.</p>
<p>Details regarding two representatives, appointed for coordinating sustainable development activities to be executed as per the Provisions of Circular No. MSDW/08/65 dated 27.04.2018 had not been reported to the Ministry.</p>	<p>The officers concerned have been awarded to nominate expeditiously the two officers for coordinating sustainable development activities.</p>
<p>The citizen/client charter had not been properly prepared and implemented.</p>	<p>For fulfilling justice and fairness for the citizen of Sri Lanka, action will continuously be taken as the foremost public institution of the responding effectively.</p>
<p>A methodology had not been prepared by the institution for monitoring and evaluating with regards to implementation of the citizen/client charter of the institution.</p>	
<p>The Human Resource Plan, properly prepared as per the public administration provisions, had not been formulated.</p>	<p>More training programmes were not conducted, as planned on Covid-19 pandemic situation of the year 2020 and it is expected to implement training programmes according to a plan for the entire staff, by utilizing limited provisions, allocated for this year for the year 2023.</p>
<p>A minimum training of 12 hour period per year for an employee had not been stipulated by the prepared Human Resources Plan.</p>	
<p>A senior officer had not been appointed to prepare Human Resources Development plan and to implement capacity and skills development programmes.</p>	
<p>The number of training opportunities provide from the planned training opportunities was less than 50%.</p>	

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Name and Title of the Institution : Law Commission of Sri Lanka - 235
Parliamentary Publication Serial Number : 183

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One :91.00</u>	
According to Public Accounts Circular No. 171/2004 dated 11.05.2004, the first password related to the computer software for government salary processing was not used only by an accountant or an authorized staff officer .	Salary processing in this department is not done using the government salary processing computer software as per Public Accounts Circular No. 171/2004 dated 11.05.2004.
As per Public Accounts Circular No. 171/2004 dated 11.05.2004, the first, second and third passwords related to the computer software for government salary processing were not changed once in three months.	
According to the State Finance Circular No. 5/2016/30 dated 29.12.2016, the goods were inspected and the related reports were not submitted to the Auditor General by the due date.	Due to the Covid pandemic, political confusion, economic recession and fuel crisis that arose from the year 2020, practical difficulties arose to carry out a fuel combustion test after the year 2020 and since the current fuel quota is not sufficient for a full fuel combustion test, the After the conditions have returned to normal, proper fuel combustion checks will be carried out.
The performance reports to be submitted to Parliament for the year under review were not submitted on the due date.	Due to the ongoing Covid pandemic in the country during this period, it was not possible to submit the performance reports on the scheduled date and the performance report has been submitted on 01.10.2021.
<u>Part Two: 52.00</u>	
The details of the two representatives to be appointed for the coordination of sustainable development activities to be carried out according to the Circular No. MSDW/08/65 dated April 27,	The relevant officials were informed to take immediate steps to appoint two officials to coordinate the sustainable development activities.

Evaluation of Financial Control and Performance of Government institutions, Provincial Councils and local government authorities through the computerized details management system - Financial Year 2020

2018 were not reported to the Ministry.	
The prepared Human Resource plan did not stipulate a minimum training of 12 hours per employee per year.	
The number of training opportunities provided was less than 50% of the planned training opportunities.	This situation arose due to the suspension of all training opportunities due to the situation arising due to the Covid pandemic.
03 main performance indicators related to the role performed by the institution were not identified.	The relevant officials were informed to identify the performance indicators related to the role played by the institution and to raise the level of achievement for those indicators.
Attainment of the first identified performance indicator was less than 50%.	
Attainment of the second identified performance indicator was less than 50%.	
Attainment of the third performance indicator identified was below 50%.	

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Name and Head of the Institution :- Prison Department 232
Parliamentary Publication Serial Number : 183

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One :62.00</u>	
The fixed asset register was not kept up to date.	The fixed asset register has been updated for the years 2020 and 2021. The Fixed Asset Register for the year 2022 is being updated.
Register of damages not kept up to date	A register of damages is maintained and updated with respect to the actions taken so far in relation to the damages
Every audit query raised by the Auditor General was not answered within a month.	In order to provide answers for the audit queries, answers are called from 29 departments and prison sub-institutions of the prison headquarters and then the answers for the audit queries are prepared according to those answers. In cases where the answers provided by departments or institutions are not sufficient, the answers are called again and again and a final answer is prepared, so there have been delays in giving answers to the audit queries. But so far, it has been arranged to give answers in due time.
Internal audit queries were not answered within a month.	Although there was a delay in providing answers due to the difficulties in reporting to the official service due to the restrictions on movement due to the Corona epidemic situation in the year 2020, the answers to the internal audit queries have been provided so far.
Audit and Management Committees have not held at least 2 meetings.	Due to the situation of corona epidemic in the year 2020, gatherings could not be held, so the holding of meetings was limited and 02 meetings were held in the year 2020.

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<p>According to paragraph 7 of Asset Management Circular No. 1/2017 dated 26.06.2017, the information about assets purchased and embezzled in the year 2018 was not submitted to the Comptroller General's Office.</p>	<p>According to the circular, all the updates related to land, buildings, construction, vehicles, machinery and equipment and office equipment and furniture related to the year 2018 have been made and forwarded to the Comptroller General's email address in soft copies.</p>
<p>As per State Finance Circular No. 5/2016 dated 31.03.2016, the goods were surveyed and the related reports were not submitted to the Auditor General on the due date.</p>	<p>The survey activities related to the years 2020 and 2021 have been completed and the recommendations related to the identified excesses and deficiencies have been implemented.</p>
<p>The recommendations on surpluses, deficiencies and other recommendations revealed in the annual Board of survey were not implemented within the prescribed periods.</p>	
<p>Daily running charts and monthly summary reports for reserve vehicles were not submitted to the Auditor General.</p>	<p>Daily driving records and monthly summary reports for reserve vehicles related to 2020 have been submitted to the Auditor General in the year 2021, and arrangements will be made to submit daily driving records and monthly summary reports to the Auditor General in due course.</p>
<p>A vehicle has not been disposed for less than 06 months after discarding.</p>	<p>There are 31 prison sub-institutions all over the island and the vehicles which are reported to have been taken out of use by those institutions must appoint a board to go to the relevant institutions and inspect them. All the impounded vehicles that were working in the year 2020 have now been disposed of and work will be done to prevent such delays in the future.</p>
<p>Balances that should have been adjusted, revealed in bank reconciliation statements, were not settled within a month according to F.R.</p>	<p>The concerned officers have been instructed to settle the adjusted balances revealed in the bank reconciliation statements within one month.</p>
<p>There were outstanding loan balances dating back more than a year.</p>	<p>Issuance of departmental circulars to inform all prison institutions regarding the measures to be taken to recover outstanding balances, conduct a training workshop to invite the accounting officers and give instructions regarding B-accounts, those who have left service, dismissed and suspended. Officers with outstanding debts have been informed by the Divisional Secretary, Village Officers and the Police. 03 officers who have taken such measures are currently working to pay the outstanding</p>

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	loans in monthly installments. As of 31.12.2021, there is a balance of Rs. 7,508,064.94 as arrears that have exceeded the year.
Public Deposit Accounts had not dealt with overdue deposits as per F.R. 571.	<p>The relevant departments and prison institutions are aware of the balances of more than 02 years related to the 03 accounts of stamp duty deposits (18/75), tender deposits (2/17), deposits for third parties (13/125) operating under the common deposit account. It has already been arranged to credit the government income, and regarding the prison salary deposit (6/81), the prisoner has also been credited to the welfare fund (6/28), which has not been requested even though it has been more than a year since the prisoner was released.</p> <p>Furthermore, the relevant departments have been informed to open bank accounts for official guarantee deposits (1/16) and to take further action regarding contract deposits (16/62) and accordingly further action will be taken promptly.</p>
Ad hoc interim Imprest issued under F.R.371 was not settled within one month of the completion of the work.	Due to the difficulties in reporting to the official service due to the restrictions on movement due to the Covid pandemic situation in 2020, there has been delay, but it has been settled through the account summary of April 2021. The concerned officials have been instructed to settle the interim work within one month.
The collected revenues were not properly disposed of within the prescribed period	Due to the various restrictions imposed due to the Covid pandemic situation in the year 2020, it was not possible to make the accounts of the collected income within the stipulated time. In the year 2021, those revenues have been properly accounted for and arrangements have been made to credit the money to be credited to the government revenue.
According to the Management Services Circular No. 04 of 2017 dated 20.09.2017, staff information was not forwarded to the Management Services Department within one month of the end of a quarter.	Due to the restriction of calling the staff due to the Covid pandemic, the staff information from 01.01.2020 to 30.06.2020 has been forwarded on 22.07.2020. The third and fourth quarters are referred accordingly.

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<u>Part Two : 56.00</u>	
The Citizen / Service Beneficiary Charter was not properly prepared and implemented.	The Citizen / Service Beneficiary Charter has been duly prepared and further work is in progress.
The institution had not prepared a system for the supervision and evaluation of the implementation of the citizen/service beneficiary charter of the institution.	In the future, the Additional Commissioner General of Prisons (AD) is focusing on the work of preparing a system for monitoring and evaluating the implementation of this Citizen / Service Beneficiary Charter. By now, the Citizen Service Beneficiary Charter has been prepared.
A properly prepared human resource plan was not prepared according to the state administrative regulations.	A committee has been appointed to prepare a human resource development plan and has not been able to move forward due to staff restrictions due to the Corona pandemic. Human resource plan has been prepared by now.
. The Human Resource plan prepared did not stipulate a minimum training of 12 hours per employee per year	Training courses are planned for each year by the Research and Correctional Training Center, which conducts training related to the Prison Department. Fresh officer training, internal promoted officer training, in-service training, occasional external training, weapons training are mentioned as training strategies and fresh officer training, internal promoted officer training workshops are conducted for the officers of the department. In planning the training courses, the training needs of the officers are identified through the prison superintendents and accordingly the training courses which should be given priority are planned to be held in the relevant year.
Performance contracts including all staff were not prepared and contracted	Although not based on the format shown in Appendix 02 of the Public Administration Circular No. 02/2018 dated 24.01.2018, performance evaluation reports are completed annually by every officer in this department and the officers of the chief jailer and above positions use the annual performance agreement method. does The Commissioner General of Prisons (A.A.) is focusing and working to implement those activities in a more meaningful way as mentioned in this circular.
There was no senior officer nominated in the institutions to prepare human resource development plans and implement capacity and skill development programs.	A Prison Superintendent will act as the Director (Training) of the Research and Correctional Training Center, which conducts training related to the department.

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The deficiencies/defects pointed out by the Auditor General in paragraphs had not been rectified.	The Auditor General has taken all possible measures to correct the deficiencies/defects pointed out in the audits and has given instructions to the officers of the prison headquarters and prison sub-institutions to correct the remaining deficiencies/defects.
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Name and Heading of the Institution :- Department of Community Based Corrections 326
Parliamentary Publication Serial Number : 183

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part One:73.00</u>	
Fixed asset register was not kept up to date.	Fixed asset register is updated and maintained.
According to the Public Accounts Circular No. 171/2004 dated 11.05.2014, the first password related to the government salary processing computer software was not used by an accountant or an authorized staff officer only.	So far, activities have been carried out according to the instructions of the relevant circular.
According to Public Accounts Circular No. 171/2004 dated 11.05.2004, the first, second and third passwords related to the government salary processing computer software were not changed every three months.	The concerned officers have been instructed to carry out the activities as per the instructions in the circular.
Responses to internal audit queries were not submitted within a month.	Officers were informed to submit answers to internal audit queries within a month.

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<p>In terms of sub-section 40 (4) of the National Audit Act No. 19 of 2018, copies of internal audit reports were not submitted to the Management Audit Department after 01.08.2018.</p>	<p>An internal audit unit has not been established within the Department of Community Corrections, and the Ministry's Internal Audit Unit does the work. The Ministry's Internal Audit Division forwards the relevant copies to the Auditor General at the time of submission of internal audit reports and no internal audit has been conducted in this department in the year 2020.</p>
<p>Copies of internal audit reports were not submitted to the Auditor General as per F,R.134 (3)</p>	
<p>Copies of the internal audit reports were not submitted to the Auditor General as per F.R,134 (2).</p>	
<p>Audit and Management Committees have not held at least 2 meeting sessions.</p>	<p>In the year 2023, necessary arrangements will be made to hold audit and management committee meetings promptly.</p>
<p>According to the State Finance Circular No. 5/2016 dated 31.03.2016, the Board of survey and the related reports were not submitted to the Auditor General on the due date.</p>	<p>So far, the Board of survey for the year 2020 has been completed and necessary arrangements have been made to submit the relevant reports to the audit authority.</p>
<p>Recommendations regarding surpluses, deficiencies and other recommendations revealed in the annual commodity review were not implemented within the prescribed periods..</p>	<p>In 2020, due to the spread of Covid-19 disease, offices were closed and the implementation of recommendations was delayed due to officials not reporting for duty, but by now, all the commodity survey recommendations have been implemented and completed.</p>
<p>Daily running charts and monthly summary reports for reserve vehicles were not submitted to the Auditor General.</p>	<p>So far, arrangements have been made to submit the daily driving charts and monthly summary reports for the reserve vehicles to the Auditor General.</p>
<p>The bank reconciliation was not prepared by the due date.</p>	<p>The relevant officials have been instructed to prepare the monthly bank reconciliation statement and to settle the balance within one month.</p>

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The balances that should have been adjusted as revealed in the bank reconciliation statements were not settled within a month, according to FR.	
There were outstanding loan balances dating back more than a year	As on 31.12.2020, the loan balances of 04 officers were to be collected, out of which 03 officers are transferred officers, so the loan balance collection has been completed so far. As a formal disciplinary investigation is currently underway in respect of one officer, arrangements will be made to collect the outstanding loan balances as soon as the investigation is completed.
The ad hoc interim imprest issued in terms of F.R. 371 was not settled within one month of completion of the work.	The officials have been instructed to settle the ad hoc interim imprest within one month after the completion of interim tasks.

Deficiencies identified/recommendations given, by the Committee	Measures taken to remedy the deficiencies and the current status
<u>Part Two :49.00</u>	
A website was not created and maintained to provide the information required by the public about the institution.	A website is currently being created and maintained Information is provided on the website and public comments are allowed..
The website maintained by the institution did not allow the public to post complaints or compliments.	
The details of the two representatives to be appointed for the coordination of sustainable development activities to be carried out according to the Circular No. MSDW/08/65 dated April 27, 2018 were not reported to the Ministry.	Two Coordinating Agents have been appointed and reported in this department to coordinate sustainable development activities.

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The Citizen Service Charter was not properly prepared and implemented.	Acknowledging the need to establish the Citizen Client Charter concept within the department, a suitable and appropriate Citizen Client Charter is currently being prepared for the department.
The institution had not prepared a system for monitoring and evaluating the implementation of the citizen/service beneficiary charter of the institution.	A system is being prepared for the implementation, monitoring and evaluation of the organization's citizen/client charter in parallel with the preparation of a citizen client charter.
A properly prepared human resource plan was not prepared as per the state administrative regulations.	A system is currently being developed to prepare the Human Resource plan.
The prepared HR plan did not stipulate a minimum training of 12 hours per employee per year.	
Overall performance agreements were not drawn up and contracted.	Complete performance agreements are prepared and contractual arrangements are made.
No senior officer was nominated in the organization to prepare human resource development plans and implement capacity and skill development programs.	A senior officer has been designated to prepare human resource development plans and implement capacity and skill development programmes.
Less than 50% of the planned training opportunities were provided..	Due to the closure of offices due to the Covid pandemic situation in the year 2020 and a limited number of officers on duty, it has not been possible to conduct the training opportunities as planned for the year.


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