

Election Commission

**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)**

Form No. 01

Parliamentary Series
Name of the Institution

: - 183
: - Election Commission

Deficiencies Identified by the Committee		Actions Taken by the Institution to Correct the Deficiencies/Current Status
01.	Failure to maintain the fixed asset register up to date.	Necessary instructions for updating the fixed asset register have been issued to the Divisions of the Head Office and District Election Offices by my letter No. S/08/1/2022 dated 17.11.2022. It is thereby directed to complete the updating of Fixed Asset Register by 31.12.2022.
02.	Failure to maintain the register of losses up to date.	The register of losses is currently being kept up-to-date.
03.	Failure to reply within one month to any audit query raised by the Auditor General.	When the explanations are prepared for the audit queries depending on the replies of the district election offices, sometimes there may be delays in submitting the answers. But necessary instructions have been given to submit answers before the due date whenever possible.
04.	Vehicles have not been disposed within 6 months after condemned.	Due to the Covid-19 epidemic situation, it was not possible to complete the disposal of condemned vehicles ahead of schedule and by now, all the condemned vehicle disposal activities have been completed.
05.	Failure to conduct an inspection on the fuel consumption of vehicles as per the provisions mentioned in paragraph 3.1 of Public Administration Circular No. 2016/30 dated 29.12.2016.	Due to the Covid-19 epidemic, it was not possible to check the fuel consumption of the vehicles and although it was planned to conduct an inspection on the fuel consumption in the year 2022, due to the imposition of fuel restrictions on vehicles, it was not possible to conduct an inspection on the fuel as per the circular. Action will be taken to carry out the relevant inspections as soon as possible.
06.	Unsettled outstanding loan balances for more than a year.	The loan balance of the following officers those who vacated from the posts are available for recovery. 1. D.I. Liyanage 97110 2. R. Nagaratnam 119170 3. M.P.S.H. Dias 202660 Necessary arrangements have been made for quick

		recovery of these loan balances.
07.	Recruitment of staff beyond the approved limit.	Officers have not been recruited beyond the approved cadre.
08.	The institution has not identified sustainable goals according to its scope.	The sustainable arrangement has already been prepared.
09.	Failure to set performance targets to measure achievement of identified sustainability goals and targets.	Performance targets are set to measure the achievement of the sustainability goals and targets identified so far.
10.	Not identifying the specific parties involved in achieving the institution's sustainable goals.	By now, the specific parties involved in achieving the sustainable goals of the institution have been identified. Those parties are also included in the activities of the annual action plan.
11.	Not having reported the details of the two representatives to be appointed for the coordination of the sustainable development activities to be carried out according to the Circular No. MSDW/08/65 dated 27.04.2018 of the Ministry of Sustainable Development and Wildlife to the Ministry of Sustainable Development and Wildlife.	The following officers have been appointed to coordinate the sustainable development activities to be carried out. Mr. Indunil Bandaraya - Assistant Commissioner of Elections (Admin) Mrs. Sandya Deepika - Administrative Officer
12.	The prepared HR plan does not stipulate a minimum of 12 hours of additional training per employee per year.	Action will be taken to prepare the human resource plan for the year 2023 in such a way that one employee receives at least 12 hours of additional training per year.
13.	Performance agreements including the entire staff were not prepared and contracted.	Letters of Assignment of Duties have been issued to the staff. Although performance agreements have not been signed for all staff, performance agreements have been signed annually for staff officers.

14.	The audit opinion on the institution's accounts being of a disclaimer or adverse level.	In the coming years, action will be taken to minimize the deficiencies and errors and receive a good audit opinion.
15.	Failure to identify and document at least three output indicators as per Budget Circular.	Steps have been taken to identify and document output indicators.
16.	Not having identified 03 key performance indicators related to the work carried out by the institution.	The key performance indicators related to the role played by the Commission has been identified and these indicators are included in the strategic plan. Steps have been taken to include key performance indicators in the annual action plan.
17.	Achievement of the first identified indicator is less than 50%, achievement of the second identified indicator is less than 50%, achievement of the third identified indicator is less than 50%	The Covid 19 pandemic has caused a reduction of more than 50% in the achievement of the identified performance indicators in 2020 and the necessary measures will be taken to achieve maximum progress in the year 2023.
18.	Not having rectified the deficiencies/defects raised by the Auditor General in the paragraphs.	The necessary instructions and measures to correct the deficiencies/defects pointed out by the Auditor General have been given to all officers.



Chief Accounting Officer

Name:- **Saman Sri Ratnayake**

Designation:- **Commissioner General of Elections**

Date:- 30.01.2023