

2022

වාර්ෂික කාර්ය සාධන වාර්තාව வருடாந்த செயலாற்றுகை அறிக்கை Annual Performance Report



ජාතික කෞතුකාගාර දෙපාර්තමේන්තුව
தேசிய நூதனசாலைகள் திணைக்களம்
Department of National Museums



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புத்தசாசன மத மற்றும் கலாச்சார விவகார அமைச்சு
Ministry of Buddhasasana, Religious and Cultural Affairs

Annual Performance Report - 2022

Department of National Museums

Expenditure Head - 208

Department of National Museums

Colombo 07

(01). Corporate Profile / Summary of Implementation

1.1. Introduction

The main intension of the Department of National Museums is to provide a perfect service to the nation. In this connection, the department has to go for various types of process and to select the most suitable method. The policy planning which is related to this selection requires various resources that are useful for the department and also considered the country's need.

These policies are implemented by the Department of National Museums mainly through its Colombo National Museum which has possessed a wide range of collection that represent the whole Country. In addition, other regional museums such as Colombo Natural History Museum, Kandy National Museum, Ratnapura National Museum, Galle National Museum, Galle Maritime Museum, Dutch Museum at Fort, Anuradhapura Folk Museum, Independence Memorial Museum , Ruhunu Heritage Museum at Magampura and Ancient Technology Museum are administered by the Department of National Museums. The duty of those Museums is to show the cultural and natural history heritage features which are specific to those areas. Further the scope of the Service of this department becomes broader with the mobile museum service.

1.2. The Vision, Mission .

(a) Vision of the Department

Providing a meaningful museum service to the public with knowledge and inspiration.

(b) Mission of the Department

Protect the culture and natural heritage resources scientifically and systematically and their presentation for the evaluation, education and entertainment of the public attractively.

1.3. Performance of the department.

The performance of the Department of National Museums could be analysed as follows.:
Collection, Registration, Conservation and Preservation of museum objects and specimens relevant to the subject areas such as Archaeology, Ethnology, Anthropology, Botany, Zoology, Entomology and Geology, .

- Update and maintain the permanent exhibitions , assure the security, daily maintenance and handle the administration matters.
- Provide an effective research service through the collection of ola leaf manuscripts and the conserved very old books in the library to the researchers
- Conduct researches regarding with the above mention subject areas and launch publications.
- Reprint the research publication of Spolia Zeylanica, research papers relevant to museum collection and catalogues and the rare books published as department publications etc.
- Implement the educational programmes such as lectures, workshops, seminars and exhibitions to provide a knowledge with regarding the above mention subjects.
- Functioning as a resource hub to provide knowledge about museology to the scholars in universities and other higher education institutions.
- Provide reports to identify the animal specimens in legal matters.
- Provide consultation service to external organizations when establish their own museums.
- Provide a perfect museum service to the nation through that attract both local and foreign visitors and contributes for the monitory support to the national income.

1.4. Organization chart : Anexture - 01

1.5. Major Divisions and Museums of the Department :

Information about the main sections and museums of the Department of National Museums can be given as follows.

(a). Main sections of the Department :

- Anthropology section
- Ethnology section
- Zoology section
- Entomology section
- Geology section
- Botanical Science section
- National Museum Library
- Education and publication section
- Conservation section
- Administration Section
- Accounts Section
- Internal Audit Section
- Photography Section
- Exhibition Planning Section
- Information Technology Section

(C). Museums under the control of the department :

- Colombo National Museum
- National Natural History Museum-Colombo
- Kandy National Museum
- Ratnapura National Museum
- Galle National Museum
- Dutch Museum-Pettah
- Folk Museum Anuradhapuraya
- Independence Memorial Museum
- Magampura Ruhunu Heritage Museum-Hambanthota
- Ancient Historical Technology Museum -Polonnaruwa
- Maritime Museum –Galle

(02). Progress and Future prospect :

Overcoming challenges and future goals :

(a) Achievements:

- Reprinting of the following four rare museum publications with the support of the National UNESCO Commission of Sri Lanka

(01). Sigiri Graffiti (Vol: II)

(02).Gazetteer of the a central Province of Ceylon (Vol. 1)

(03). Gazetteer of the a central Province of Ceylon (Vol. 11)

(04). Geology of Ceylon

- Preparation of a business plan for the National Museum Department::

Since its inception, the Department of National Museums had not prepared a business plan until 2022. It operates under 06 committees and the initial purpose of this is to make the museums controlled by the Department of National Museums into institutions that attract more public attention and to implement a program to generate new income for the national economy.

The basic work of this business plan was started in September 2022 centered on the premises of the National Museum of Colombo and under it the following works were carried out in relation to that premises..

01. Conducting 15-day special sale of museum publications on the occasion of Literary Month

02. World Sign Language Day Celebration Program

03. World Tourism Day Celebration Programme

04 World Children's Day Celebration Program

05 Christmas celebration

- Setting up herbarium of Botany section
- Improving the infrastructure of Kandy National Museum
- Reprinting of the book 'Currencies of Sri Lanka'
- 'Spolia Zeylanica - Volume 50' research book, 'Museum Sagara Volume 20' submitted for printing and 'Kolam Sampradaya in Sri Lanka' book for reprinting.
- Preparation of mobile exhibition on 'coins and currency notes' of Sri Lanka
- Repairing the roof of the head office of the National Museum Department

(b). Challenges and future goals :

- Implementation of second phase of fire protection system in National Museum Library
- Development of the website of the Department of National Museum
- Renovation of the roof of the painting gallery of the National Museum of Colombo
- Printing of Spolia Zeylanica - Volume 52 Research Book and Museum Collection - Volume 21
- Reprint of book A guide to National Museum Colombo
- Renovation of DutchMuseum galleries
- Reprints of the following publications under the Rare Museum Publications Reprint Project
 - (01). Arts and Crafts of India and Sri Lanka - Ananda Kumaraswamy
 - (02). Principles of Conservation of Artifacts - Sirinimal Lakdusinghe

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Sanuja kasthuriarachchi

Director General

Department of national Museum

**Statement of Financial Performance
for the period ended 31st December 2022**

Budget 2022	Note	Actual	
		2022 Rs.	2021 Rs.
-	Revenue Receipts		
-	Income Tax	1	-
-	Taxes on Domestic Goods & Services	2	-
-	Taxes on International Trade	3	-
-	Non Tax Revenue & Others	4	-
-	Total Revenue Receipts (A)		-
-	Non Revenue Receipts		-
-	Treasury Imprests	279,595,614	356,631,000
-	Deposits	5,920,189	9,866,581
-	Advance Accounts	13,482,909	11,575,427
-	Other Main Ledger Receipts	-	-
-	Total Non Revenue Receipts (B)	298,998,713	378,073,008
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)	298,998,713	378,073,008
-	Remittance to the Treasury (D)	-	-
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)	298,998,713	378,073,008
-	Less: Expenditure		
-	Recurrent Expenditure		-
206,500,000.00	Wages, Salaries & Other Employment Benefits	5	193,962,005
63,500,000.00	Other Goods & Services	6	61,818,631
1,600,000.00	Subsidies, Grants and Transfers	7	1,482,710
-	Interest Payments	8	-
-	Other Recurrent Expenditure	9	-
271,600,000.00	Total Recurrent Expenditure (F)	257,263,345	221,618,308
	Capital Expenditure		
90,850,000.00	Rehabilitation & Improvement of Capital Assets	10	35,284,788
99,700,000.00	Acquisition of Capital Assets	11	24,183,001
-	Capital Transfers	12	-
-	Acquisition of Financial Assets	13	-
600,000.00	Capacity Building	14	560,665
13,850,000.00	Other Capital Expenditure	15	11,926,078
205,000,000.00	Total Capital Expenditure (G)	71,954,532	153,821,099
	Deposit Payments	9,442,779	5,922,816
	Advance Payments	13,274,341	16,556,766
	Other Main Ledger Payments	-	-
	Total Main Ledger Expenditure (H)	22,717,120	22,479,582
	Total Expenditure I = (F+G+H)	351,934,997	397,918,989
	Balance as at 31st December J = (E-I)	(52,936,285)	(19,845,981)
	Balance as per the Imprest Reconciliation Statement	(56,461,554)	(19,845,981)
	Imprest Balance as at 31st December	3,525,270	-
		(52,936,285)	(19,845,981)





**Statement of Financial Position
As at 31st December 2022**


	Note	Actual	
		2022 Rs	2021 Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	11,366,125,118	10,904,428,827.59
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	41,605,888	41,814,456.42
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		11,407,731,006	10,946,243,284.01
<u>Net Assets / Equity</u>			
Net Worth to Treasury		28,230,825	24,916,802.42
Property, Plant & Equipment Reserve		11,366,125,118	10,904,428,827.59
Rent and Work Advance Reserve	ACA-5(b)	-	-
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	13,375,063	16,897,654.00
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		11,407,731,006	10,946,243,284.01

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from ...!..... to:54... and Annexures to accounts presented in pages from 55... to ...70..... form an integral part of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.


.....
Chief Accounting Officer
Name :
Designation :
Date : 28.02.2023


.....
Accounting Officer
Name :
Designation :
Date : 24.02.2023


.....
Chief Financial Officer/ Chief Accountant/
Director (Finance)/ Commissioner (Finance)
Name :
Date : 24/02/2023

SANUJA KASTHURIARACHCHI
Director General
Department of National Museums
Colombo 07

M.H.W.N. De Alwis
Chief Accountant
Department of National Museums

Somarathne Vidanapathirana
Secretary
Ministry of Buddhasasana, Religious & Cultural Affairs
No. 135, "Dahampaya"
Srimath Anagarika Dharmapala Mv.,
Colombo - 07.



**Statement of Cash Flows
for the Period ended 31st December 2022**

	Actual	
	2022 Rs.	2021 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	45,973,210	15,339,316
Imprest Received	279,595,614	356,631,000
Recoveries from Advance	13,311,612	12,271,625
Deposit Received	5,920,189	9,866,581
Total Cash generated from Operations (A)	344,800,625	394,108,522
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	255,521,136	220,234,913
Subsidies & Transfer Payments	1,482,710	1,341,835
Expenditure incurred on behalf of Other Heads	23,822,845	2,925,054
Imprest Settlement to Treasury	3,525,270	-
Advance Payments	13,772,181	17,243,890
Deposit Payments	9,442,779	5,922,816
Total Cash disbursed for Operations (B)	307,566,920	247,668,509
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	37,233,705	146,440,013
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	37,233,705	146,440,013
Total Cash disbursed for Investing Activities (E)	37,233,705	146,440,013
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(37,233,705)	(146,440,013)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	-	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-



3.5. Notes to the Financial Statements :

3.6. Revenue collection performance

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Code description		Collected revenue	
		Added revenue	Final Estimate	Amount (Rs.)	As a% of Final Revenue Estimate
20-03-99-00	Sales and fees Other income	20,000,000	20,000,000	34,616,117	173%
20-02-01-01	building rent	4,224,000	4,224,000	1,783,581	42%
20-02-02-99	Loan interest	1,500,000	1,500,000	1,677,624	112%

3.7. Performance of the Utilization of Allocation

Type of Allocation	Allocated Allocation		Actual Expenditure	The utilized allocation as a % of final allocation
	Original Allocation	Final Allocation		
Recurrent	241,000,000	275,000,000	257,129,589	94%
01. Operation programmes	50,000,000	55,400,000	52,216,916	94%
02. Development programmes				
02. Museum Education	51,900,000	58,900,000	56,114,234	95%
03. Museum Services	139,100,000	160,700,000	148,798,439	93%
Capital	205,000,000	172,000,000	71,954,532	42%
01. Operation programmes	14,000,000	14,000,000	10,478,179	75%
02. Development programmes				
02. Museum Education	73,100,000	65,100,000	17,800,273	27%
03. Museum Services	117,900,000	92,900,000	43,676,080	47%
Total	446,000,000	447,000,000	329,084,121	74%

3.8. In terms of F.R. 208 grant of allocations for expenditure to this Department/District Secretariat/provincial council as an agent of the other Ministries/Departments

Serial No	Allocation Received from which ministry/department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation utilization as a% of Final Allocation
			Original Allocation	Final Allocation		
01	Ministry of Public Administration	Salary payment of Development Officers	2,152,340	20,798,500	19, 869,148	96%

3.9. Performance of the reporting of Non- Financial Assets

Rs ,000

Assets Code	Code description	Balance as per board of Survey Report as at 31.12.2022	Balance as per financial position report as at 31.12.2022	Yet to be accounted	Reporting progress as %
9151	Buildings and structures	829,686,125.00			
9152	Machineries	113,631,784.67			
9153	Lands	10,396,368,648.71			
9154	Intangible Assets	-			
9155	Biological Assets	-			
9160	Work in progress	26,438,559.48			
9180	Leased assets	-			

3.10 Auditor general's Report **

The final audit report issued by the Auditor general to be scanned and placed here while submitting to the parliament

Accounting Officer

Department of National Museum

Head-208 - Auditor General's Consolidated Report of the Department of National Museum in terms of Section 11(1) of the National Audit Act No 19 of 2018 the Financial Statement for the-year ended 31st December 2022 .

1. Financial Statement

1.1 Qualified opinion

Head-208 -By virtue of the provision vested in the constitution 154(1) of the constitution of Democratic Socialist Republic of Sri Lanka which shall be read in conjunction with provision of National Audit Act NO 19 of 2018, the audit of the financial statement for the year ended 31st December 2022, and for the year then ended financial performance statement and cash flow statement that make under my direction. This report contains my opinion and observations on the financial statement issued to the department in terms of section 11(1) of National Audit Act No 19 of 2018. The Detailed Annual Management Audit report, was issued on 09th May2023, to the Accounting Officer relating to the department in terms of the article 10 of National Audit Act No 19 of 2018 which shall be read with constitution 154(6) of the constitution of Democratic Socialist Republic of Sri Lanka will be table in parliament in near future.

In my point of opinion except the effects the matters described in paragraph 1.6 in this report, of those financial statements prepared and the financial situation of the Department of National Museums up to 31st December 2022 and for the financial year then ended the financial performance and statement of cash flow statement have been prepared in accordance with the generally accepted Accounting principles.

1.2 Basis for qualified opinion

I conducted my audit quarry according to Sri Lanka Auditing Standards (SLAS). I further described my responsibilities for the financial statements under the section of my report. I believe the audit evidence which I obtain to make a foundation to express my qualified opinion is sufficient and appropriate.

1.3 Responsibility of the Chief Accounting officer and Accounting Officer with regarding the financial statement

The responsibility of the Accounting Officer is take internal controlling decisions to prepare financial statements free from fraudulent statements caused due to the frauds and misconducts and in terms of generally accepted Accounting Principles to express true and fair position should prepare financial statements in terms of the provisions provided the circular of State Accounts No 271/2019 dated on 03rd December 2019. Should maintain records and registers properly about assets & liabilities, expenditures, all its income etc. By the department to prepare annual and periodic financial statements in accordance to the article 16(1) of National Audit Act No 19 of 2018. According to the sub section 38(1) (c) of the National Audit Act Accounting officer shall ensure that effective internal control system for the financial control of the department and carry out periodic review to monitor the effectiveness of that system and accordingly implement the changes to maintain the system effectively.

1.4 Responsibility of the Auditor about the auditing of financial Statements

As a whole my objective is to issue Auditor General's consolidated report that include my opinion and provide a fair assurance for the financial statement is free from material misstatements caused to occur frauds and errors. Even though a fair assurance is high level of assurance it is not guarantee always without material misstatements audit conducted in accordance with to Sri Lanka Auditing Standards. Material misstatements can raise due to the 18 effects of the frauds and misconducts individually or collectively and quantification of this , users should notice when take economic decisions on the basis of this financial statements. As a part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also;

- Identify and assess the risk of material misstatements that can be raised due to fraud and misconduct in the financial statement to avoid the risk taking place due to frauds and errors design and perform audit procedures obtain sufficient and appropriate audit evidence that leads to the foundation for my opinion. The impact caused from material statements is more affected than the impact caused from fraud and collusion, forgery, intentional omission or override of internal control would cause a fraud.
- But not for the purpose of expressing an opinion about the effectiveness of internal control in the department in order to design the audit procedure that are appropriate in the circumstances according to the situational position.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management
- As a whole, when submitting the financial statements represent, the underlying transactions and events in a manner that achieves in a fair and suitable manner which is the basis for the structure and content of the financial statement.

I communicate with the Accounting Officer regarding the significant audit findings, major defects in internal control and other matters which came across in my audit.

1.5 Report on other Legal and Regulatory requirements

I express the following facts in terms of section 6(d) of National Audit Act No 19 of 2018.

- a). The financial statement presented for the year under review was compatible with preceding year.
- b). Implement the recommendations I have been done regarding with the financial statement for the preceding year.

1.6 Express the opinion about financial statement

1.6.1.1 Non- revenue receipts

The following observations made;

- (a) Land and buildings included in the non-financial assets included in the departmental financial statements are Rs.10,002,369,340 and Rs. 800,000,000 was accounted based on an assessment report done in 2013. Almost 09 years had passed since the cost of this property was assessed, but according to the guidelines of Asset Management Circular No. 04/2018 dated December 31, 2018 for valuation of non-financial assets of the government, the assets were not recovered and the correct values were accounted for.
- (b) The other regional museums belonging to the department, such as Polonnaruwa Museum of Ancient Technology and Magampura Ruhunu Museum, had completed the acquisition of land by the date of the audit. The Holland Museum had not been taken over. Land and buildings were appraised in accordance with generally accepted accounting principles and not accounted for at appraised value.

2. Financial Review

2.1 Incurrence of liabilities and obligations

The department had entered into obligations and liabilities of Rs. 3,461,712 in excess of the provision savings for the year under review in accordance with the 94th Financial Regulation in relation to the year 2022.

2.2 The assurance provide by the Accounting officer

Though the Accounting Officer should give an assurance with regarding the below mention facts in accordance to the provisions of article 38 in National Audit Act No 19 of 2018. But not follow the instructions accordingly.

Accounting officer shall give an assurance to prepared and maintain a proper internal controlling system to control the financial situation of the department and shall make review in time to time to monitor the effectualness of that system and accordingly implement the changes to maintain the system effectively but it is not submitted records of such review to audit.

2.3 Non-compliance with rules and regulations

The instances of non-compliance with the provisions of the rules and regulations observed during the sample audit were as follows.

Non-compliance with rules and regulations

Reference with rules and regulations

Non-compliance

3.1 of State Administration Circular
No. 30/2016 dated 29 December 2016

After the year 2019, the inspections were not done regarding the fuel consumption of 05 motor vehicles owned by the department.

2.4. Informal transactions

The Department had leased a building to the Handicrafts Board for a period of 10 years from 1st August 2011 to 31st July 2021. The department had paid the assessment fees, water charges etc. for the said building and the total arrears tax rent due to the department on November 30, 2022 based on the appraised value was Rs. 109,853,607. On January 01, 2023, the building was sealed and closed after the Hastha Kanarmantha Mandal vacated the building. However, due to non-recovery of tax rent arrears on the assessed value, the loss to the department as on December 31, 2022 is Rs. was 109,853,607.

3. Operational review

3.1 Performance

3.1.1 Vision and Mission

The Department of National Museums had not even made arrangements to publish a collection management policy until December 2022. Also, the authority to regulate the entire museum system in Sri Lanka has been given to the Department of National Museums by making amendments to the existing laws and amending the existing laws as received by the Department of National Museums, and the The Department of National Museums, which should receive the regulatory authority in the museum sector, has not acted to get that power. The Director General had given the following reply in this regard.

“There is no legal restriction on an individual or institution to run a museum with its own collection of artefacts. There is no legal restriction on an individual or institution to run a museum with its own collection of artefacts. Regulation of such museums is practically not possible for the The Department of National Museums .” But it was observed that there is a need for the museum department to prepare a regulation so that it is bound to disclose the sources from which the relevant museum collections were obtained.

3.1.1 Delays in project execution

This transaction was initiated on January 01, 2021 at a cost estimate of Rs.98,550,000 to establish a fire protection system for the Colombo National Museum Library. By December 31, 2022, the overall physical performance of the project was 35 percent, and the financial cost on that date was Rs. was 28,579,655. The work on this project was not completed till April 04, 2023.

1.1 Procurement

No. PED/e-GP/Circular/2018 of the Ministry of Finance, Economic and Policy Development and circular dated December 17, 2019 and No. PED/e-GP/Circular/2018 of the Ministry of Finance and

Public Media, which gave advice on preparing public sector procurement to an electronic procurement system. Circular dated 23 October 2018 It was observed during the audit that the department had not acted accordingly.

3.3 Assets Management

The following observations are made;

- (a) It was observed that the auditorium of the National Museum Department remained idle due to non-use on a daily basis for a long time.
- (b) The left wing of the second floor, adjacent to the Biotechnology Department of the Natural Science Museum, has been completely closed off and has been out of public display since 2012. There was a need to carry out suitable repairs for this section and open it for public exhibition soon or to use this part of the property for effective use.

3.4 Management weaknesses

The following observations are made;

- (a) The department had started the work to preserve the body of Vijaya Raja Elephant of Ndungamuwa, who died on March 07, 2022. Dalada Maligawa had spent Rs. 375,530 and the department had spent Rs. 284,833 for the basic tasks of skin processing and Dalada Maligawa had given an amount of Rs. 1,182,453 for the department expenses in this regard. On March 16, 2022, the skin removed from the dead body of the elephant was stored in a freezer belonging to the Department of Wildlife Conservation and due to the fact that a suitable site for screening the elephant was not promptly selected for further conservation work, the conservation work was delayed and there was a risk of the quality of the elephant skin.
- (b) 272 gemstones of the Department's Geology Department were kept in the Metropolitan Branch of the Bank of Ceylon since September 18, 1964, and after the physical inspection conducted in 1993, one of them was found to be an artificial gem, and the stone was deposited in the Geosciences Department. It was observed during the audit that the current

financial value of these remaining 271 gems had not been assessed with the help of a gemologist from the National Gems and Jewellery Authority.

4. Human Resource Management

4.1 Attached staff, actual staff

The following observation are made;

- (a) As of December 31, 2022, the approved workforce was 566, but the actual workforce was 361, so the number of vacancies on that day was 203. Out of these vacancies, 06 out of 16 posts at secondary level and 04 out of 05 posts at tertiary level were vacant, 103 posts at secondary level and 90 posts at primary level were also vacant. This lack of employees could not be completed during the year under review.
- (b) The post of Grant Security Officer of MN-4Hreni included in the vacancies is a departmental post, and it has been vacant for more than 10 years, but the written permission of the Ministry of Public Administration was requested to fill this post, which is a very responsible role, but the post is still not given. Vacancies there are.
- (c) Absence of adequate training officers to provide public understanding of the artefacts of the National Museum and maintenance of the collection of artefacts used for research in natural science departments such as entomology department, zoology department, botany department and geology department. Documentation, storage and new It was observed that the efficiency of the departments was adversely affected due to insufficient number of workers employed for activities such as collection of items.

Sgd;

H.M.Ranasinghe Banda

Assistant Auditor General

For Auditor General

04). Performance indicators :

4.1. Performance indicators of the Institute (Based on the Action Plan) :

Special Indicators	Actual output as a percentage(%) of the expected output		
	100% - 90%	75% - 89%	50% -74%
Conservations of specimens and museum objects	100%		
Acquisitions and registrations	100%		
Updates	100%		
Cencuss of specimens			27.80%

(05). Performance of the achieving Sustainable Development Goals (SDG):

5.1. Identified respective Sustainable Developments Goals ,target achievements and challenges :

Goal /Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%-49%	50%-74%	75% - 100%
16. Build a holistic organization with effective responsibilities relevant to all levels (SGD 16)	16.1 Strengthen artifact collection for a unique collection	<p><u>Ethnology Section</u></p> <ul style="list-style-type: none"> ❖ The following objects were acquired <ul style="list-style-type: none"> • A Knife with Sheath - 2022.03.04 • Three Ola Leaves Manuscripts - 2022.04.29 <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Taking the Nadungamuwa Wijaya Raja elephant's body for conservation purposes ❖ Galle Magistrate's Court Case No. 09207/20 (E3587/20) Acquisition of case goods (two Conch) 			100% 100% 100% 100%

		❖ Marine Sponge Microscopi Slides 2022.01.01 NH – 2022.01.35 NH			100%
		❖ Python Molurus 2022.02.01 NH			100%
		❖ Lycodon Striotus Sinhaleyus 2022.03.01 NH			100%
		<u>Botanical Section</u>			
		❖ A total of 57 specimens collected from the field trip conducted at Ratnapura National Museum Park.			100%
		<u>Geological Section</u>			
		❖ Classification of specimen collections owned by Geology Department as follows and Formulation of new sectoral registration numbering system due to existing problematic situation in registration numbers for demonstrator.			100%
		1. Gem Collection			
		2. Mineral collection			
		• Excellent Mineral collection			
		• Ordinary Mineral collection			
		3. Collection of rocks			
		4. Collection of fossils			
		• Jurassic Fossil Collection			
		• Collection of Miocene Fossils			
		• Collection of Pleistocene Fossils			
		• Holocene fossil collection			
		• Foreign Fosils Collection			
		5. Collection of prehistoric remains			
		❖ Conservation of 305 specimens			

		<p>belonging to 06 groups of animals belonging to the Pleistocene fossil collection owned by the Geology Section</p> <ul style="list-style-type: none"> ❖ Update information on specimens belonging to the Pleistocene fossil collection <p><u>Colombo National Museum</u></p> <ul style="list-style-type: none"> ❖ Arrangement of 4 statues of saints and 2 statues of virgins made of ivory for exhibition in Kandian Gallery 			76%
	16.2 Maintaining archival artefacts / specimen collections according to internal conditions	<p><u>Anthropology Section</u></p> <ul style="list-style-type: none"> ❖ Conservation of 28 artefacts belonging to the anthropology section <p><u>Botanical Section</u></p> <ul style="list-style-type: none"> ❖ Preparation of dry preserved herbarium sheets of 57 specimens collected from the field trip in Ratnapura National Museum Park. <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Update of new scientific names in the collection of mammal (1378 animal specimen) ❖ Preservation of the skin of Ndungamuwa Vijaya Raja elephant ❖ Removal of the flesh and preservation of the skull and tusks of the Ndungamuwa Raja elephant ❖ Preservation of shells collection of sea shells ❖ Updating and preservation of Holo Type, Para Type collection 		70%	100%
					100%
					100%
					100%
					100%

		<p><u>Geological Section</u></p> <ul style="list-style-type: none"> ❖ Conservation of 305 specimens belonging to 06 groups of animals belonging to the Pleistocene fossil collection owned by the Geology Section. ❖ Update information on specimens belonging to the Pleistocene fossil collection. <p>❖ <u>Conservation Section</u></p> <p>This year, the conservation section preserved the artefacts belonging to the following departments and museums.</p> <p>(i) Library</p> <ul style="list-style-type: none"> ❖ Preservation of 27 ola leaf manuscript ❖ Conserve Ceylon government gazette ❖ Preservation of 05 ancient paintings to be exhibited for document and art exhibition <p>(ii) Colombo Museum</p> <ul style="list-style-type: none"> ❖ Preservation of 33 Tuttu coins, 10 Arab coins and 24 Mohammedan coins ❖ Preservation of 15 ivory combs ❖ Preservation of 01 knitting needles ❖ Preservation of 03 spectacle cases ❖ Preservation of 01 Kastana sword with a case ❖ Preservation of the European gun 			100%
					100%
					100%

		<p>(iii) Ethnology Section</p> <ul style="list-style-type: none"> ❖ Preservation of 24 ancient swords ❖ Preservation of Dhatu Karadu 01, Pedestal with reclining Buddha statue and Parvati statue ❖ Samurai War Dress (Parts 14 } and Preservation of the stand ❖ Preservation of 03 Ola leaf manuscript ❖ Conservation of 259 Lilavati Masa coins ❖ Preservation of a standing Buddha statue and a Pamairah fan with a handle made of ivory <p>(iv) Anthropology section</p> <ul style="list-style-type: none"> ❖ Preservation of 01 tammattam, 01 udakki, part of serpina, 02 trumpets ❖ Conservation of 01 coconut sraper ❖ Preservation of 03 spoon hangers ❖ Preservation of 04 opium pipes, serakka, 02 medicinal agent and kenissa ❖ Conserve 01 gingle set including 20 gingles. ❖ Conserve 07 face masks ❖ Consecve 02 grammerphone records <p>(v) Branch Museums</p> <ul style="list-style-type: none"> ❖ Conserve museum objects in Galle National Museum. (in two occations) ❖ Conduct the board of survey in Kandy Museum 			100%
					100%
					100%

		<ul style="list-style-type: none"> ❖ Conserve museum objects in Dutch Museum <p>(vi) 154 book bindings (including hard binding)</p> <p><u>Colombo National Mmuseum</u></p> <ul style="list-style-type: none"> ❖ Conserve 32 coins belongs to Kandyan period ❖ Conserve 15 iveory combs,wiewing needle, 3 spectacle cases belongs to Kandyan period. ❖ Carry on the maintenance of Tholuwila Buddha statue in the lobby. ❖ Conserve 34 of Mohomadian coins and Arabic coins . ❖ Conserve 16 museum objects in the stone gallery. ❖ Conserve an European gun (13.52.281) ❖ Conserve 08"09"10 paintings <p><u>Independence Memorial Museum</u></p> <ul style="list-style-type: none"> ❖ Open the cupboards which places museum objects inside and allow fresh air comes into them. 			100%
					82%
					100%
	16.3	<p><u>Anthroppology section</u></p> <ul style="list-style-type: none"> ❖ Classified the collection of dancing costumes in the section and photographed 157 museum objects. ❖ Classified 365 masks in the collection . ❖ Classified 68 folk game instruments in the collection . ❖ Classified 109 objects in the collection of 			70%
	Maintaining archives / specimen collections documented in accordance with international standards.				

		<p>local Sinhala medicine and photographed.</p> <ul style="list-style-type: none"> ❖ Re-measure the 71 of reed mats in he collection and stored. <p><u>Ethnology Section</u></p> <ul style="list-style-type: none"> ❖ Conserve 24 museum objects . <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Create Excel Database for the some of sea shells in the collection ❖ Create Excel Databasefor the collection of Skinks specimense (RSK 01- RSK 350) ❖ Update the Excel Database for the specimens of Amphibians and fresh water fish. <p><u>Entomology Section</u></p> <ul style="list-style-type: none"> ❖ Register of Coleoptera recorded 750 specimens per quarter and 3000 specimens per four quarter ❖ Register of Lepidoptera recorded 750 specimens per quarter and 3000 specimens per four quarter <p><u>Botanical Section</u></p> <ul style="list-style-type: none"> ❖ Computerized the herbarium sheets ❖ Photographed the herbarium sheets <p><u>Geology Section</u></p> <ul style="list-style-type: none"> ❖ Make a data base for the collection of Plystosene Fossils in the section ❖ Make photographs of 115 specimens of Myosene Fosils in the section <p><u>Library</u></p> <ul style="list-style-type: none"> ❖ Submit the required proposal for the international library softweare for the library <p><u>Photography Section</u></p> <p>(01). Project of photograpying of museum objects in the museum.</p> <ul style="list-style-type: none"> ❖ Take photographs of museum objects in kandyan gallery in the Colombo Museum and prepare Catalouge Card® 330 museum 			<p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>77%</p> <p>100%</p>
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		<p>objects</p> <ul style="list-style-type: none"> ❖ Conserve the accomplished photographs in anthropology section and made E-Catalogue (Flip book) and store it.(258 –measuring items) ❖ Prepare Catalogue Cards for the accomplished photography of music instruments in anthropology section. ❖ Store and conserve the soft copies of photographed museum objects. ❖ Prepare E-Catalogue (Flip book) about music instruments with their basic information conserve and store .136 music instruments. 			100%
		<ul style="list-style-type: none"> ❖ Prepare Catalogue Cards for the accomplished photography of music instruments in anthropology section. 			100%
		<ul style="list-style-type: none"> ❖ Store and conserve the soft copies of photographed museum objects. 			100%
		<ul style="list-style-type: none"> ❖ Prepare E-Catalogue (Flip book) about music instruments with their basic information conserve and store .136 music instruments. 			100%
		<p>(02). Conservation of old books and documents in the library</p> <ul style="list-style-type: none"> ❖ Under the project of conservation the Government Gazzette scane the year 1940 gazzets and store the soft copies. ❖ Project of conservation of Ola leaf manuscript. Reg. No (F-7) scan 12 Ola leaf manuscripts and conserved and stored softcopies. 			100%
		<p>(03) Photographed the scientific specimen collection</p> <ul style="list-style-type: none"> ❖ Photographed 850 specimens in the botanical collection of the botany section , store and conserve the soft copies . ❖ Photographed 195 specimens in the collection of the geology section , store and conserve the soft copies . 			100%
		<ul style="list-style-type: none"> ❖ <p><u>Colombo National Museum</u></p> <ul style="list-style-type: none"> ❖ Prepare and classified as e- document regarding with the 150 museum objects exhibit under various them in Colombo National Museum (Buddha statues,Bodhisatwa statue,hindu statue, Stone 			77%

		<p>carvings, Jewellery, Stonemanuscript, Ivory objects)</p> <p><u>Natural History museum</u></p> <ul style="list-style-type: none"> ❖ Prepare and update a document about the specimens in each gallery in the museum <ol style="list-style-type: none"> 1. Bio Diversity Gallery 2. Engineering Technology Heritage and Science & Technology activity gallery 3. Mammals gallery 4' Marine Gallery 5. Geology gallery 6. Acquatic birds and endamic birds gallery 7. Enviroonmental gallery 8. Austiology gallery 9. Amphibians and reptiles gallery 10. Plant Science gallery <p><u>Kandy National Museum</u></p> <ul style="list-style-type: none"> ❖ Prepare a data base for the objects in the museum. ❖ Accomplish the survey of all museum objects. <p><u>Ratnapura National Museum</u></p> <ul style="list-style-type: none"> ❖ Computerized the data in damage registers and repair them. <p><u>Galle National Museum</u></p> <ul style="list-style-type: none"> ❖ Register of museum objects ❖ Register with photograph for the exhibit museum objects. ❖ Register for museum objects in the store. <p><u>Ancient Technology Museum-Polonnaruwa</u></p> <ul style="list-style-type: none"> ❖ All museum objects were taken into the register and the following regiters were available. <ol style="list-style-type: none"> 01. Register for the objects in each gallery 			<p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p>
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		<p>02. Register for the museum objects in the stores.</p> <ul style="list-style-type: none"> ❖ Prepare a data base for each and every museum objet. 			100%
	16.4 Ensuring the security of artefacts / specimen collections	<p><u>Anthropology Section</u></p> <ul style="list-style-type: none"> ❖ Board of survey 2022- Accomplish the survey of 4961 museum objects in the collection. <p><u>Ethnology Section</u></p> <ul style="list-style-type: none"> ❖ Carried out the survays of museum objects in the sections and regional museums. ❖ Ola leaf manuscripts and other wrighting tools. ❖ Collection of donations ❖ Properly handover the coins collection under the custody of Additional Director General ❖ Properly stored the coin collection ❖ Hand over the stone carvings ,wepons and central Cultural Fund’s objects to the curator properly <p><u>Botanical Section</u></p> <ul style="list-style-type: none"> ❖ . All herbarium papers belonging to plant families were properly preserved and placed in the cupboards in alphabetical order. ❖ Update the specimens in the Natural history museum <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Control the temperature and humidity in the Store of taxidermy section for zoology specimens . <p><u>Geology Section</u></p> <ul style="list-style-type: none"> ❖ . Prepare a report for the actual balance of the collection of plystosene fosils in the geology section. 			100%
					100%
					100%
					100%
					100%
					100%
					100%
					100%
					100%

	<ul style="list-style-type: none"> ❖ Prepare museum objects and specimens in the section for Survey of museum objects and specimens-2022 			100%
	<p><u>Conservation Section</u></p> <ul style="list-style-type: none"> ❖ Removal of insect habitats in the stone carving gallery of the Colombo Museum ❖ Control of alien plants in Entomology Division, Control Division and Internal Audit Divisionx ❖ To identify places damaged by insects in the Anuradhapura Folk Museum and carry out the necessary chemical remediation. ❖ Control of alien plants at the police post near the gate . ❖ Carrying out anti-canopy works in the Polonnaruwa Ancient Technology Museum. 			100%
	<p><u>Colombo National Museum</u></p> <ul style="list-style-type: none"> ❖ Repairing the decayed areas in the roof between the painting gallery and the textile gallery and in the arts and crafts gallery. 			77%
	<p><u>Natural History Museum</u></p> <ul style="list-style-type: none"> ❖ Performing all the services required for the safety of the specimens. 			100%
	<p><u>Galle National Museum</u></p> <ul style="list-style-type: none"> ❖ Maintaining daily notebook for key duties. ❖ Catalog of exhibited artefacts with photographs. 			100%
	<p><u>Independence Memorial Museum</u></p> <ul style="list-style-type: none"> ❖ Periodic monitoring of the strength and locked condition of the cupboards containing artifacts and the quantity of artifacts related to the cupboards 			100%

Ensuring a perfect, fair quality education and providing access to lifelong learning for all.	4.1 Updating museum exhibits in line with international standards and setting up new exhibitions	<p><u>Ethnology Section</u></p> <ul style="list-style-type: none"> ❖ Preparation of a mobile exhibition on the currency of Sri Lanka for the Department of Anthropology ❖ Conducting a special exhibition on Unseen Heritage ❖ Reorganization of the exhibition in gallery No. 01 of Galle Maritime Museum ❖ Carrying out academic work related to reorganizing the exhibition of Dutch Museum ❖ Completion of unique artifact research ❖ Preparation of a museum catalogue 			100%		
					100%		
					100%		
					100%		
					100%		
					100%		
					100%		
					100%		
				<p><u>Entomology Section</u></p> <ul style="list-style-type: none"> • Modernization and conservation of galleries in the Galle National Museum. 			100%
				<p><u>Botanical Section</u></p> <ul style="list-style-type: none"> ❖ The dry specimens in the herbarium were cleaned and re-deposited. ❖ Wet specimens (Medicinal Plants* collection) within the National Museum of Natural Sciences were transferred solutions and re-prepared as new specimens. 			100%
		<p><u>Geology Section</u></p> <ul style="list-style-type: none"> ❖ Cleaning and updating the information in the Geology permanent exhibition room at the National Museum of Natural Sciences. ❖ Providing the following demonstrations and providing necessary support on behalf of the Geology Department for the Unseen Heritage Mobile Exhibition held at the National Museum premises.. ❖ 1. Moon stone 2. A grinding stone used by the Balangoda Man belonging to the Bellan Bandi Palassa collection 			100%		

		<p><u>Exhibition Planning Section</u></p> <ul style="list-style-type: none"> ❖ Reorganization and Modernization of Gallery No. 01 Exhibition of Galle National Museum. 100% ❖ Creation of Ecosystem Exhibits in the Fish, Amphibian and Reptile Department of the Zoology Department of the Natural Science Museum 100% ❖ Planning and preparation of the 'Unseen Heritage' exhibition organized by the Department of Anthropology. 100% ❖ Planning and preparing the Revisiting the Past exhibition organized by the Museum Library on the occasion of Museum Day. 100% ❖ Preparation of the basic architectural plans of the proposed building for the installation of the statue of Nedungamuwa Raja Elephant 100% <p><u>Colombo National Museum</u></p> <ul style="list-style-type: none"> ❖ In conjunction with the National Independence Day and the 145th anniversary of the National Museum, Colombo, a temporary exhibition titled Unseen Heritage will be held from 02-03-2022 to 30-03-2022 at the auditorium of the National Museum, Colombo. 100% ❖ Setting up a showroom in one section of Abhichara studio displaying the items belonging to Mahamanya D.S .Senanayake. 100% <p><u>Ratnapura National Museum</u></p> <ul style="list-style-type: none"> ❖ Using international level kiosks and entering information in its trilingual 100% ❖ Setting up replicas related to each room to attract the visitors as related to the artefacts in the rooms. 100% ❖ Installation of updated display boards. 100% 			
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		❖ Updating Facebook, Whatsapp pages in the name of Museo Friends			100%
		❖ <u>Zoology Section</u>			
		❖ Providing necessary facilities for research and educational activities of universities and other researchers. (Necessary facilities have been provided for 06 such groups during this year)			100%
		<u>Entomology Section</u>			
		❖ 400 specimens of tribe Orthoptera were collected in the research paper in four quarters with 100 specimens per quarter for the research paper.			100%
		❖ Only two lectures and workshops were held due to the prevailing covid-19 epidemic situation in the country.			100%
		<u>Library Section</u>			
		❖ Addition of 4503 books, magazines, newspapers and gazettes to the collection under legal deposit received from National Archives Department, National Museum Library			100%
		❖ Preservation of 06 Puskola books from the collection of Puskola books in the museum library.			100%
		<u>Education Publication Section</u>			
		❖ Preparation of 2021 performance report.			100%
		❖ Reprinting of the following 4 rare museum publications under the 2020-2021 UNESCO project proposals 2020-2021			100%
		• Sigiri Graffiti (Vol: II)			
		• Gazetteer of the a central Province of Ceylon (Vol. 1)			
		• Gazetteer of the a central Province of Ceylon (Vol. 11)			
		• Geology of Ceylon			
		❖ Getting ලංකාවේ මිලපුද්දේ (Sri Lankan Currency) book printed			100%
		❖ Submission of the following museum			100%

		<p>publications for printing.</p> <ul style="list-style-type: none"> • Museum Magazine - 20 Spolia Zeylanica - 50 Volume • Kolam tradition in Sri Lanka 			75%
		<p><u>Geology Section</u></p> <ul style="list-style-type: none"> ❖ Drafting information related to the initial draft of the policy statement (Collection Management Policy*) to be prepared for the management of museum collections of the National Museum Department. 			100%
		<p><u>Conservation Section</u></p> <ul style="list-style-type: none"> ❖ To provide training in conservation department and conservation of artefacts for the students of Jayawardenepura University. ❖ Carrying out an awareness program for a student of Colombo University ❖ Conducting a 03-day awareness program with theory and practical activities for a high school student. 			100%
		<p><u>Colombo National Museum</u></p> <ul style="list-style-type: none"> ❖ 'Urumayaka Abhiman'' was the first lecture of the museum on the topic of 'Postage Stamps as Visual Historical Sources'. ❖ The lecture was held on the topic of 'Weather forecasting using traditional knowledge using plants and animals in Sri Lanka's agro-ecological systems' as part of the 'Urumayaka Abhiman' museum lecture series. ❖ Conducted 2 workshops on reading Brahmi script and inscriptions for museum staff. ❖ Providing nearly 150 museum guides. ❖ Providing 160 hours of corporate training for 06 students studying visual arts design in the 			100%
					100%
					100%

		<p>Department of Fine Arts, University of Kelaniya.</p> <ul style="list-style-type: none"> ❖ Providing internship to a final year student of the Department of History, University of Colombo. <p><u>Natural History Museum</u></p> <ul style="list-style-type: none"> ❖ Conducting a lecture for school and university students <p><u>Kandy National Museum</u></p> <ul style="list-style-type: none"> ❖ Giving details about the museum to school and university students and other researchers. <p><u>Galle Maritime Museum</u></p> <ul style="list-style-type: none"> ❖ Providing information about the museum for school and university students <p><u>Independence Memorial Museum</u></p> <ul style="list-style-type: none"> ❖ Providing necessary knowledge and guidance to academics and researchers of higher educational and public private as well as other institutions. 			100%
		<p><u>Natural History Museum</u></p> <ul style="list-style-type: none"> ❖ Conducting a lecture for school and university students <p><u>Kandy National Museum</u></p> <ul style="list-style-type: none"> ❖ Giving details about the museum to school and university students and other researchers. <p><u>Galle Maritime Museum</u></p> <ul style="list-style-type: none"> ❖ Providing information about the museum for school and university students <p><u>Independence Memorial Museum</u></p> <ul style="list-style-type: none"> ❖ Providing necessary knowledge and guidance to academics and researchers of higher educational and public private as well as other institutions. 			100%
		<p><u>Natural History Museum</u></p> <ul style="list-style-type: none"> ❖ Conducting a lecture for school and university students <p><u>Kandy National Museum</u></p> <ul style="list-style-type: none"> ❖ Giving details about the museum to school and university students and other researchers. <p><u>Galle Maritime Museum</u></p> <ul style="list-style-type: none"> ❖ Providing information about the museum for school and university students <p><u>Independence Memorial Museum</u></p> <ul style="list-style-type: none"> ❖ Providing necessary knowledge and guidance to academics and researchers of higher educational and public private as well as other institutions. 			100%
		<p><u>Independence Memorial Museum</u></p> <ul style="list-style-type: none"> ❖ Providing necessary knowledge and guidance to academics and researchers of higher educational and public private as well as other institutions. 			100%
	4.3 Provide an enjoyable experience for museum visitors.	<p><u>Botanical Section</u></p> <ul style="list-style-type: none"> ❖ Carrying out necessary monitoring activities to maintain the National Museum Park as an attractive environment for the visitors. <p><u>Entomology Section</u></p> <ul style="list-style-type: none"> ❖ Modernization of National Museum Premises Gardens. <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Installation of 02 modern technical cleaning machines for the new Freshwater Fish Amphibians and Reptiles Department of the National Museum of Natural Sciences. 			100%
		<p><u>Entomology Section</u></p> <ul style="list-style-type: none"> ❖ Modernization of National Museum Premises Gardens. <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Installation of 02 modern technical cleaning machines for the new Freshwater Fish Amphibians and Reptiles Department of the National Museum of Natural Sciences. 			100%
		<p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Installation of 02 modern technical cleaning machines for the new Freshwater Fish Amphibians and Reptiles Department of the National Museum of Natural Sciences. 			100%

		<p><u>Colombo National Museum</u></p> <ul style="list-style-type: none"> ❖ 2022-09-22 World Sign Language Day celebration ❖ Celebration of International Tourism Day 2022-09-27 ❖ 2022/10/01 World Children's Day celebration ❖ 2022/11/24 Center for children with Cerebral palsy and other developmental disorders Programs organized for children with special needs ❖ Providing opportunities for children under 12 years of age to participate in the museum painting program on weekends. ❖ 2022/12/27-28-29 Three-Day Christmas Celebration and Christmas Carol Concert <p><u>Kandy National Museum</u></p> <ul style="list-style-type: none"> ❖ World Children's Day celebration ❖ World Tourism Day celebration <p><u>Ratnapura National Museum</u></p> <ul style="list-style-type: none"> ❖ Proper maintenance and running of the entire Biodiversity Park owned by the Ratnapura National Museum. <p><u>Galle National Museum</u></p> <ul style="list-style-type: none"> ❖ Modernization of the first showroom <p><u>Education and Publication Section</u></p> <ul style="list-style-type: none"> ❖ Conducting a mobile book exhibition from 12.09.2022 to 01.10.2022 on the occasion of Literature Month 			100%
					100%
					100%
					100%
					100%
					100%
					80%
					100%
	4.4 Maintaining international cooperation with other museums/institutions	<p><u>Anthropology Section</u></p> <ul style="list-style-type: none"> ❖ Conducting an awareness program about the anthropology department for 04 members of the museum staff belonging to the public sector. <p><u>Zoology Section</u></p> <ul style="list-style-type: none"> ❖ Preparation of 11 case reports related to cases pending in various Magistrate Courts of the island. ❖ Carrying out 09 delivery of case goods related to cases pending in various Magistrate Courts of the island 			100%
					100%
					100%

		❖ Identify and provide report for City Analyst PHIS No D2A/W/CA/01/22 of Colombo Municipal Council			100%
		❖ Preparing the report required by the Department of Wildlife Conservation to bring the Ball Python (python regius) species to Sri Lanka.			100%
		<u>Entomology Section</u>			
		❖ Participation in two mobile exhibitions.			100%
		❖ Provide a court report.			100%
		<u>Botanical Section</u>			
		❖ Giving a lecture to the officials of Towerhall Foundation Mahaweli Centre			100%
		❖ Delivered a lecture to 10 Biotechnology students at Horizon University			100%
		❖ Delivered 2 lectures for students of Lyceum International School.			100%
		❖ A student from Horizon University for a three-month internship to conduct research related to herbarium specimens and data systems in the Department of Botany.			100%
		<u>Colombo National Museum</u>			
		❖ Secretary of Asian Development Bank visited the Colombo National Museum and gave guides			100%
		❖ The Honorable Speaker of the Republic of Korea visited and guided the National Museum in Colombo.			100%
		❖ Providing guidance to Mr. Ashok Akhlori, Hyderabad representative of Zen Technologies, India			100%
		❖ Guiding British travel writer Yolanda Zappaterra.			100%
		❖ Visiting and guiding the Colombo Museum of the late Bishop of the Vatican Embassy.			100%

		<ul style="list-style-type: none"> ❖ "Ambassador's Eve" held at Nelum Pokuna Mahinda Rajapaksa Theater on 19/02/2022 Presentation of several artefacts including plate, trilingual letter (replica*) under the supervision of museum officials. 			100%
		<ul style="list-style-type: none"> ❖ Dr. Curating diversity in museums – models of the Inclusive Biennial (Museum of Modern and Contemporary Art Sri Lanka) invited lecture by Mr. Les Joynes on 10/19/2022 at the National Museum, Colombo 			100%
		<p><u>Natural History Museum</u></p> <ul style="list-style-type: none"> ❖ Contributing and providing information for an educational program on national television. 			100%

5.2. Achievements and Challenges in Achieving Sustainable Development Goals:

- The post of Librarian in the National Museum Library is a senior librarian post. But the post has been vacant for about 14 years now. Thus, the lack of a high grade librarian with subject knowledge has become a big challenge in library reorganization activities.
 - Due to the continuous existence of vacancies in the posts recruited from the combine services, the activities of some sectors could not be carried out at the expected level.
- Posts like Librarian, Technical Officer, Accountant and Administrative Officer
- This year, the work of the museum department could not be carried out at the expected level due to the lack of adequate allocations.

06 . Human Resource Profile

6.1. Workforce Management

	Approved number of employees	Number of employees available	Optional / Redundant
Senior	16	10	06
Tertiary	05	01	04
Secondary	242	137	103
Primary	303	213	90

6.2. How the lack or excess of human resources affects the performance of the organization:

6.3. Human resource development:

Name of the program	Number of employees trained	In the program period	(RS.000) Total Investment ^re'000)	Programma bility Domestic / Foreign	Output / knowledg e gained
01. Workshop on government payment support	02	2022.02.23 - 25	15,000.00	Domestic	
02. Composting Project		2022.03.04	-	Domestic	
03. Public relations and leadership training workshops	50	2022.03.15	70,000.00	Domestic	
04. Preliminary investigation workshop	01	2022.05.05 - 06	7,000.00	Domestic	
Tamil language training workshop	40	2022.04.16 2002.07.30	112,500.00	Domestic	
06. Workshop on procurement and evaluation of goods related to information technology	02	2022.06.29 - 30	15,000.00	Domestic	
07. Annual commodity survey and training workshop on asset utilization	03	2022.06.21 - 22	22,500.00	Domestic	
08. Developing and implementing business plans	16	2022.08.30	50,000.00	Domestic	
09. Workshop on Corporate Governance and Financial Regulations	02	2022.10.18 - 19	30,000.00	Domestic	
10. Workshop on Management Skills Development	04	2022.10.25 - 26	30,000.00	Domestic	

(07). Compliance report:

No	Need to charge	Compliance status (Compliant/ Not Compliant)	Brief explanation if not compatible	Precise decision measures suggested to prevent non-compliance in the future
1.	The following financial statements/accounts have been submitted on due date.			
1.1	Annual financial statements	Compliant		
1.2	Imprest Account of Government Officers	Compliant		
1.3	Business and Production Advance Accounts (Trade Advance Account)	Not Compliant		
1.4	Warehouse Advance Account	Not Compliant		
1.5	Special Advance Account	Not Compliant		
1.6	Other	Not Compliant		
2	(F.R.445) Maintenance of books and records			
2.1	Updating and maintaining fixed assets register as per Public Administration Circular 267/2018.	Compliant		
2.2	Updating and maintaining personnel payroll records/ personnel payroll cards	Compliant		
2.3	Updating and maintaining audit query register.	Compliant		
2.4	Update and maintain internal audit report document.	Compliant		
2.5	Prepared (CIGAS) All Monthly Account Summaries (CIGAS) and submitted to the Treasury on due date.	Compliant		
2.6	Updating and maintaining check and money order register	Compliant		
2.7	Updating and maintaining inventory register.	Compliant		
2.8	Updating and maintaining stock register.	Compliant .		
2.9	Updating and maintaining the loss register.	Compliant		
2.10	Updating and maintaining the credit register.	Compliant .		

2.11	Updating and maintaining Sub-Paper Book Register (GAN20).	Compliant		
3	Performing functions for financial control (F.R. 445)			
3.1	Financial powers have been delegated within the institution.	Compliant		
3.2	. Being aware of the delegation of financial powers in the institution.	Compliant		
3.3	Delegation of authority so that every transaction is approved through two or more officers.	Compliant		
3.4	According to the Public Accounts Circular No. 171/2004 dated 11.05.2014, working under the control of the accountant while using the government payroll software package	Compliant		
4	Preparation of Annual Action Plan			
4.1	Preparation of Annual Action Plan	Not Compliant		
4.2	Preparation of annual procurement plan	Compliant		
4.3	Preparation of annual internal audit plan.	Not Compliant		
4.4	. Prepare annual estimates and submit them to the National Budget Department (NBD) on due dates.	Compliant		
4.5	Submission of annual cash flow statement to Treasury Operations Department on due date.	Compliant		
5	Audit query			
5.1	All audit queries have been answered by the date fixed by the Auditor General.	Compliant		
6	Internal Audit			
6.1	According to 134(2) DMA/1-2019, after discussion with the Auditor General at the beginning of the year, prepare the internal audit plan.	Compliant		
6.2	Responding to every internal audit report within one month.	Compliant 90%	Due to Covid-19 and the troublesome situation in the	

			country	
6.3	Copies of all internal audit reports have been submitted to the Management Audit Department in accordance with subsection 40(4*) of the National Audit Act No. 19 of 2018.	. Compliant		
6.4	Copies of all internal audit reports have been submitted to the Auditor General as per Financial Regulations 134(3).	Compliant		
7	Audit and Management Committees			
7.1	As per DMA Circular 1-2019, at least 04 Audit and Management Committees have been maintained during the relevant year.	Meeting 04		
8	Asset management			
8.1	According to Chapter 07 of the Asset Management Circular No. 01/2017, information regarding the purchase and disposal of assets has been submitted to the Comptroller General's Office.	Compliant		
8.2	According to paragraph 13 of the circular mentioned above, a suitable coordinating officer has been appointed to coordinate the implementation of the provisions of the said circular, and the information about that officer has been reported to the Comptroller General's Office.	Compliant		
8.3	According to State Finance Circular No. 05/2016, goods surveys have been conducted and related reports have been submitted to the Auditor General on the due date.	Compliant		
8.4	Excesses, deficiencies and other recommendations revealed in the annual commodity survey have been made within the period specified in the circular.	Compliant		
8.5	Misappropriation of confiscated goods is carried out according to M.R. 772.	Compliant		
9	Vehicle management			

9.1	Preparing daily running notes and monthly summary reports for reserve vehicles and submitting them to the Auditor General on the due date.	Compliant		
9.2	Vehicles have been discard less than 06 months after condemned.	Not Compliant		
9.3	Maintaining and updating vehicle log books.	Compliant		
9.4	Dealing with every vehicle accident according to F.R. 103, 104, 109 and 110	Compliant		
9.5	Re-checking of fuel consumption of vehicles as per the procedure mentioned in paragraph 3.1 of State Administrative Circular No. 2016/30 dated 29.12.2016.	Not Compliant		Will implement in 2023(Capital inadiquasi)
9.6	Full ownership of the leased vehicle log books has been taken over after the lease period	Not Compliant	Not relevent	
10	බැංකු ගිණුම් කළමනාකරණය Bank account management			
10.1	Prepared and certified bank statements on due date and submitted them for audit	Compliant		
10.2	Settlement of inactive bank accounts brought forward in the year under review or in previous years.	--		
10.3	Regarding the balances covered by the bank statements and which should have been adjusted, the balances have been settled within a period of one month by proceeding according to the monetary regulations.	Compliant		
11	Utilization of Provisions			
11.1	. To incur expenses so that the provisions made do not exceed their limits.	Compliant		
11.2	Mu.Re. In terms of 94 (1), incurring liabilities so that the remaining provision does not exceed the limit at the end of the year after utilization of the provision made.	Compliant		
12	Government Officers' Advance Account			
12.1	Compliance with restrictions	Compliant		
12.2	Conducting a time analysis of outstanding	Compliant		

	loan balances.			
12.3	. Having settled outstanding loan balances that have existed for more than a year.	Compliant		
13	General Deposit Account			
13.1	In respect of overdue deposits, F.R. 571 having been dealt with.	Compliant		
13.2	Updating and maintaining control account for public deposits.	Compliant .		
14	Advanced Account			
14.1	The balance of the cash book at the end of the year under review has been inquired into the Treasury Operations Department.	Compliant		
14.2	The interim advance issued in terms of Mu.Re.371, has been settled within one month of the completion of the work.	Compliant		
14.3	As per F.R. 371, the interim advance has been issued so as not to exceed the approved limit.	Compliant		
14.4	. Monthly reconciliation of advance account balance with treasury books.	Compliant		
15	Income Account			
15.1	Repayments have been made out of the collected revenue in accordance with the relevant regulations			
15.2	The accumulated income has been directly credited to the deposit account instead of being credited to the deposit account			
15.3	According to F.R. 176, the arrears of income reports have been submitted to the Auditor General.			
16	Human resource management	Compliant		
16.1	. Maintaining staff within the approved staffing limit.	Compliant		
16.2	Written duty lists have been provided to all staff members.	Compliant		
16.3	. All reports have been submitted to the Department of Management Services as per Circular No. 04/2017 dated 20 09 2017.	Compliant		
17	Providing information to the public	Compliant		

17.1	Appoint an information officer and update and maintain a register of disclosure of information in accordance with the Freedom of Information Act and regulations.	Compliant		
17.2	. Information about the institution has been provided through its website and facilities have been provided for public praises/accusations about the institution through the website or through alternative means.	Compliant		
17.3	Having submitted reports twice a year or once a year as per section 08 and 10 of Freedom of Information Act.	Compliant		
18	පුරවැසි ප්‍රඥප්තිය ක්‍රියාත්මක කිරීම Implementation of Citizenship Charter	Compliant		
18.1	A citizen/beneficiary charter has been compiled and implemented according to the Ministry of Public Administration and Management Circular No. 05/2008 and 05/2008(1).	Compliant		
18.2	According to 2:3 of the circular, the organization has prepared a system to monitor and evaluate the compilation and implementation of the citizen/client charter.	Compliant		
19	Formulation of Human Resource Planning	Compliant		
19.1	A human resource plan has been prepared based on Annexure 02 of State Administration Circular No. 02/2018 dated 24 January 2018.	Compliant		
19.2	. Each member of the staff has at least 12 hours of training per year confirmed in the above mentioned human resource plan.	Compliant		
19.3	Having signed overall performance agreements based on the format shown in Annexure 01 of the above circular.	Compliant		
19.4	. According to 6.5 of the above circular, the preparation of human resource development plan, the development of capacity development programs, and the appointment of a senior officer who has been assigned the	Compliant		

	responsibility of implementing skill development programs.			
20	Responding to audit questions	Compliant		
20.1	Correcting the deficiencies indicated by the audit report issued by the Auditor General for the previous years.	Compliant		

