



කාර්යය සාධන වාර්තාව - 2022  
செயற்திறன் அறிக்கையும் - 2022  
Performance Report - 2022



දිස්ත්‍රික් ලේකම් කාර්යාලය - මාතර  
மாவட்ட செயலகம் - மாத்தறை  
District Secretariat - Matara

## Contents

	<b>Message from the District Secretary</b>	<b>1</b>
<b>1</b>	<b>Corporate Profile / Summary of Implementation</b>	<b>2</b>
<b>1.1</b>	<b>Introduction</b>	<b>2</b>
<b>1.2</b>	<b>Vision , mission , objectives of the organization</b>	<b>3</b>
<b>1.3</b>	<b>Main Functions</b>	<b>4</b>
<b>1.4</b>	<b>Organization note</b>	<b>5</b>
<b>1.5</b>	<b>Departments under the Ministry / Main Divisions of the Department / Divisional Secretariats under the District Secretariat</b>	<b>6</b>
<b>1.6</b>	<b>Ministry / Department / Institutions under Provincial Council / Funds</b>	<b>8</b>
<b>1.7</b>	<b>Information on foreign aided projects</b>	<b>8</b>
<b>2</b>	<b>Progress and Outlook</b>	<b>12</b>
<b>3</b>	<b>Overall financial performance for the year ended December 31 , 2022</b>	<b>13</b>
<b>3.1</b>	<b>Financial Performance Statement</b>	<b>13</b>
<b>3.2</b>	<b>Statement of Financial Status</b>	<b>14</b>
<b>3.3</b>	<b>Statement of Cash Flow</b>	<b>15</b>
<b>3.4</b>	<b>Financial Statements</b>	<b>16-25</b>
<b>3.5</b>	<b>Performance of revenue collection</b>	<b>26</b>
<b>3.6</b>	<b>Performance of utilizing allocated funds</b>	<b>27</b>
<b>3.7</b>	<b>Allocation made to the District Secretariat as a representative of other Ministries / Departments in terms of FR208</b>	<b>27-32</b>
<b>3.8</b>	<b>Performance of Non-financial asset reporting</b>	<b>32</b>
<b>3.9</b>	<b>Report of the Auditor General</b>	
<b>4</b>	<b>Performance indicators</b>	<b>33</b>
<b>4.1</b>	<b>Institutional Performance Indicators (Based on Action Plan)</b>	<b>33</b>
<b>5</b>	<b>Performance in achieving Sustainable Development Goals ( SDGs)</b>	<b>34</b>
<b>5.1</b>	<b>Relevant Sustainable Development Objectives identified</b>	<b>34-38</b>
<b>5.2</b>	<b>Achievements and challenges in achieving the Sustainable Development Goals</b>	<b>38</b>
<b>6</b>	<b>Human resource profile</b>	<b>39</b>
<b>6.1</b>	<b>Management of number of employees</b>	<b>39</b>
<b>6.2</b>	<b>How the shortage or excess of human resources has affected the performance of the organization</b>	<b>39</b>
<b>6.3</b>	<b>Human Resource Development</b>	<b>40-47</b>
<b>7</b>	<b>Compliance report</b>	<b>48-53</b>

## District Secretary's message




The Matara District Secretariat, based on the national policies to be implemented by the government for the people of the Matara district in the year 2022, is responsible for the development of the country at the district and regional level, "To lead the Matara district towards excellence by providing efficient and effective service to the satisfaction of the service recipients ," which was accomplished . Summing up the services, I am very pleased to present the performance report for the year 2022.

Matara District Secretariat, working with a sense of community by my predecessor As a result of the efforts taken to elevate the public service, I would also like to remind them here that it is an institution that has managed to get national and international productivity awards.

Furthermore, I am very happy that the Matara District Secretariat and all regional secretariats in the district have become government institutions that have gained the respect and admiration of the district's clients by providing efficient and friendly service to the people of the district as well as to all the clients who come to get services.

Our district consists of 16 regional secretariat divisions and 650 village officer domains and I specifically mention here that the management of the development and administrative activities of the district due to the economic and social problems in the country in the year 2022, was managed efficiently and effectively under the strict financial discipline with the allocated allocations .Also, being able to raise the standard of living of the people of the district through the Sarusara Mathota program is also a great achievement. My heartfelt thanks to Honourable Prime Minister and Minister of Public Administration, Home Affairs, Provincial Councils and Local Government, Mr Dinesh Gunawardhana who supported me in this endeavor , the Governor of Southern Province, Parliamentary Ministers of Matara District, Memers of Parliament, Secretaries of Line Ministries, Chief Secretary of Southern Provincial Council and to all Heads of institutions including the secretaries of ministries for the contribution given for this and to all the officials, including the Secretary of the Ministry of Public Administration, Home Affairs, Provincial Council and Local Government, for providing advice and guidance for preparing this performance report, and to the entire staff, including all the staff officers including the executive officers of the District Secretariat and all Divisional Secretariats, for supporting me in various ways in implementing the government policies and to all the local secretaries and staff, to all the religious priests of the district, to all the heads of local government bodies, to the Management Service Officer who prepared this report, and to the other officials and to the public who supported for the development activities of the district. Thank you.

  
.....  
Y. Wickramasiri  
District Secretary/District Governor  
Matara.  
2023.05.

Y. Wickramasiri  
District Secretary / Government Agent  
Matara.

# Annual Performance Report for the year 2022

## District Secretariat - Matara

Expenditure Head No. 262

### Chapter 01 - Corporate Profile / Summary of Implementation

#### 1.1. Introduction

The Matara District Secretariat is the administrative center of the Nilwala River Valley . It consists of 16 Divisional Secretariats and is divided into 650 Grama Niladhari Divisions.

Situated on the border of the Southern Ocean with a glorious history, Matara District is a historical place made up of noble and courageous people. Matara District is declared as a fertile land area between Galle and Hambantota Districts of Rohana Purawara and bordering the Ratnapura District with an area of 1282.5 sq. Km or 128,250 hectares of World Heritage Sinharaja Land .

It can be considered as one of the leading industries based on the agro economy of the Matara District. The tea industry is one of them.

The population composition at the level of Divisional Secretariats of the district is as follows.

Divisional Secretariat	Land area in sq. Km.	population
1. Matara	53.9	124289
2. Weligama	44.0	78179
3. Kamburupitiya	60.9	43970
4. Hakmana	47.7	33966
5. Pasgoda	148.3	63494
6. Kotapola	175.5	67889
7. Malimbada	44.7	37409
8. Akuressa	148.8	56788
9. Dikwella	51.9	58677
10. Thihagoda	45.2	35991
11. Mulatiyana	115.3	53943
12. Devinuwara	39.9	51788
13. Welipitiya	64.3	55914
14. Kirinda	37.5	21778
15. Pitabeddara	141.6	54936
16. Athuraliya	63.0	34670
Collection	1282.5	873681

Source- Department of Census and Statistics

## **1.2. Vision, mission, objectives of the organization**

### **Vision**

To direct the district of Matara towards excellence through an efficient and effective service which brings satisfaction to the public.

### **Mission**

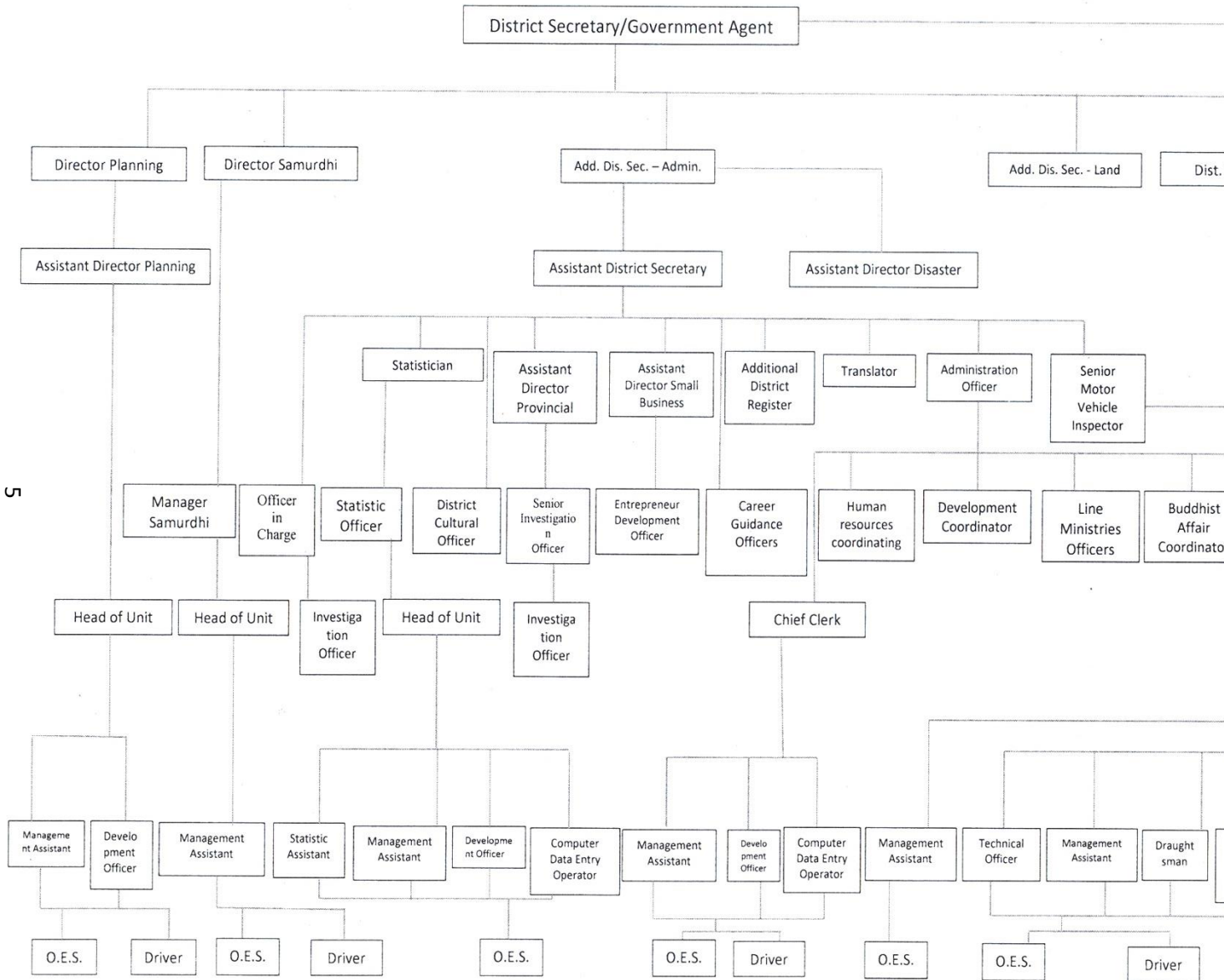
To create a public friendly administrative mechanism and sustainable development in Matara district through strategic management of human, physical and financial resources in accordance with the Government policies.

### **Purposes**

1. Maintaining an efficient and effective district administration system.
2. Ensuring efficient service delivery by the public sector in a manner that enhances public satisfaction.
3. Establishment of value systems in the public service such as beneficial attitudes, responsibilities, prudent use of resources, impartiality, transparency.
4. Implementing policies related to human resource management in the public sector.
5. Implementing programs in line with the policy on pensions of public officers.06.
6. Enhancing the development and the welfare of the people in the district by, organizing the programmes and projects in the district implemented by different ministries, departments, cooperations, boards and authorities ,investing financial and non financial resources and acting as the coordinator of programs.
7. Providing various economic, social and cultural needs of the people living in the district through District Secretariat and 16 Divisional Secretariats.
8. Acting as the Government Agent in the District and collecting and integrating accurate and specific information at the rural and regional levels to make the right decisions for the various Ministries, Departments and NGOs.
9. Collecting and accounting the revenue of different ministries and departments through District Secretariat and Divisional Secretariats and remittances to the Treasury .
10. Providing immediate relief services and assistance to the people in the event of emergencies such as floods, hurricanes, droughts and floods and rehabilitating their living conditions .

### **1.3. Main Functions**

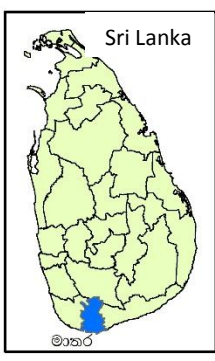
1. Acting as the head of the District Security Committee to ensure the safety of the people living in the district.
2. Acting as the head of organizing cultural, religious and other state ceremonies in the district.
3. Implementing and supervising the development activities of the district by implementing the decentralized budget program and acting as the Secretary of the District Coordinating Committee.
4. Acting as the head for directing administration with the 16 Divisional Secretaries in the District and working to improve its efficiency.
5. Using modern information and communication technology to increase productivity and quality in administrative activities and to motivate the staff for it.
6. Acting as the Deputy Head of all Ministries and Departments in the District Coordinating the objectives and duties of the respective institutions.
7. Acting as the District Returning Officer on behalf of the Commissioner of Elections in all election activities such as Presidential, Parliamentary, Provincial Council and Local Government and to conduct fair and impartial elections.
8. Taking necessary action to develop the motivation and capabilities of the staff officers of the District Secretariat and the Divisional Secretariats.
9. Collection of revenue, accounting and remittance to the Treasury on behalf of the Revenue Accounts Officers of various Ministries and Departments and informing the relevant Revenue Accounts Officers.
10. Acting as the Government Agent in the event of extensive disasters such as floods, droughts, hurricanes, etc and organizing and implementing and directing and following up the disaster management activities for resettlement.
11. Development of asset management systems through supervision and direction of foreign aid projects and local fund projects.



## **1.5. Departments under the Ministry / Main Divisions of the Department / Divisional Secretariats under the District Secretariat**

1. Matara
2. Weligama
3. Kamburupitiya
4. Hakmana
5. Pasgoda
6. Kotapola
7. Malimbada
8. Akuressa
9. Dikwella
10. Thihagoda
11. Mulatiyana
12. Devinuwara
13. Welipitiya
14. Kirinda Puhulwella
15. Pitabeddara
16. Athuraliya

# Matara District



Rathnapura District



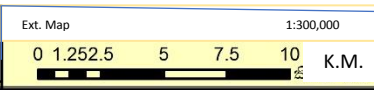
Hambantota District

Galle District

Indian Ocean

Prepared by: Statistical Branch, Matara

Source: Statistical branch, Matara



## **1.6. Institutions under the Ministry / Department / Provincial Council / funds**

Received None .

## **1.7. Information on foreign aided projects**

Not received.

## Chapter 02 - Progress and Outlook

### Achievements

Performance of the agriculture sector in the year 2022

- ❖ All the activities for the successful implementation of Haritha Dayak National Gardening Program implemented by the Ministry of Agriculture have been done and its progress has been submitted to the Ministry of Agriculture on a monthly basis. Furthermore, 33,728 seed packets were distributed to 83,266 selected horticulture beneficiaries under the direction of the Ministry of Agriculture.
  
- ❖ 240 plastic baskets were provided to the trading community in Matara district in coordination with the Institute of Postharvest Technology to reduce post-harvest damage during transportation of vegetables and fruits.
  
- ❖ In order to increase the performance of agricultural development officers, 03 theoretical and practical training programs were conducted in 02 sub-groups to develop knowledge and skills in the field of agriculture.
  
- Training program on E – Agriculture
- Theory and practical training program on mushroom production using modern technology
- Practical training program on dairy by-products
  
- ❖ Under the provisions of the Ministry of Agriculture, the following 03 projects were implemented under 03 Divisional Secretariat Divisions of Matara District.

#### I. Kotapola Divisional Secretariat -

Encouraging young entrepreneurs to popularize banana cultivation under organic farming practices (Beneficiaries - 20)

#### II. Mulatiya Divisional Secretariat Division-

By introducing the cultivation of capsicum (*Capsicum chinense*) to gardens, youth  
Encouraging Entrepreneurs (Beneficiaries – 50)

### III. Akurassa Divisional Secretariat-

Introducing additional income to the youth community through existing fruit cultivation (Beneficiaries - 20)

#### Performance of Small Enterprises Development Division in the year 2022

Number	Key Performance Indicators	Target	Reached Purchases	Percentage
1	Starting a new business	116	239	206%
2	Development of the existing Business	464	329	71%
3	Business Counseling	232	137	59%
4	Collecting Data	5800	4606	79%
5	Marketing relationships	580	657	113%
6	Bank Loans	0	72	-
7	Technology	406	666	164%
8	Packaging	232	230	99%
9	Business Registration	290	459	158%
10	Other Performance	0	1253	-

#### Performance of Statistics Sector in the year 2022

- ❖ At present, our department prepares urban retail prices and producer prices and sends data to the head office through CAPI technology, and conducting all other surveys through CAPI technology is among the achievements of our department in the past.
- ❖ In addition to this, although the 2021 population and housing census had to be postponed due to the prevailing adverse conditions, the 2023 population and housing census and thereafter the agricultural census as well as the industrial census are to be conducted through CAPI technology. Therefore, the paper used for data collection in these censuses was very expensive, and the preparation and storage of the records required a lot of cost and space. Since this census will be conducted using CAPI technology, the cost, time and space will be minimized.
- ❖ Likewise, the speedy sending of data to the head office through the online method using CAPI technology and the increase in its accuracy are among the achievements of the Department of Census and Statistics in the last period.

- ❖ Also, the industry survey is conducted this time through the use of e-mail, and due to doing many tasks including checking the progress of this survey through online technology, a high progress has been achieved compared to other seasons.
- ❖ The Statistical Manual published annually by the Statistics Division contains numerical data and information covering various areas such as population, agriculture, industry, trade and services, education, health, labor force, political and historical information etc. related to the district. The statistical handbook is a great help to local administrators, planners, data analysts, university students who constantly come to get data, researchers, and private investors to achieve their goals.
- ❖ The statistical manual contains a large amount of information related to various fields and the statistical data sheet summarizes some of the most important information of the district.

## **Forward goals**

❖ In the year 2023 by Agriculture Sector, The following 12 projects have been submitted to the Ministry of Agriculture for the year 2023 by examining and reviewing the projects prepared for the agricultural problems presented at the divisional secretariat level.

### **Kotapola Divisional Secretariat Division**

01. Expansion of orange cultivation in Kotapola area.
02. Promotion of rambutan cultivation as a village.
03. To popularize durian cultivation as a commercial cultivation in Kotapola Divisional Secretariat Division.

### **Kirinda Puhulwella Divisional Secretariat Division**

04. Popularization of Ambon banana cultivation under organic farming practices.
05. A helping hand in the water supply of a successful garden.
06. To increase food production in the area through box chilli cultivation.

### **Athuraliya Divisional Secretariat Division**

07. Popularization of Scotch Bonnet cultivation in Athuraliya Regional Secretariat Division.

### **Mulatiyana Divisional Secretariat Division**

08. Cultivation of gray banana under good agricultural practices.

**Akurassa Divisional Secretariat Division**

- 09. To popularize the use of organic liquid fertilizers in horticulture.
- 10. Promotion of commercial box chilli cultivation.

**Kamburupitiya Divisional Secretariat Division**

- 11. Increase productivity of rice production through weed control.
- 12. Establishment of mushroom cultivation.



.....  
Y. Wickramasiri  
District Secretary / Government Agent  
Malara.

# Chapter 03 - 2022 Overall financial performance for the year ended December 31

## 3.1. Financial Performance Statement

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

ACA -F

Budget 2022 Rs.		Note	Actual	
			2022 Rs.	2021 Rs.
-	<b>Revenue Receipts</b>		-	-
-	Income Tax	1	-	-
-	Taxes on Domestic Goods & Services	2	-	-
-	Taxes on International Trade	3	-	-
-	Non Tax Revenue & Others	4	-	-
-	<b>Total Revenue Receipts (A)</b>		-	-
-	<b>Non Revenue Receipts</b>		-	-
-	Treasury Imprests		4,453,667,000	5,589,488,000
-	Deposits		368,319,003	327,770,509
-	Advance Accounts		74,629,960	77,109,240
-	Other Main Ledger Receipts		-	-
-	<b>Total Non Revenue Receipts (B)</b>		<b>4,896,615,963</b>	<b>5,994,367,749</b>
-	<b>Total Revenue Receipts &amp; Non Revenue Receipts C = (A)+(B)</b>		<b>4,896,615,963</b>	<b>5,994,367,749</b>
-	Remittance to the Treasury (D)		62,732,000	-
-	<b>Net Revenue Receipts &amp; Non Revenue Receipts E = (C)-(D)</b>		<b>4,833,883,963</b>	<b>5,994,367,749</b>
-	<b>Less: Expenditure</b>			
-	<b>Recurrent Expenditure</b>			
1,205,500,000	Wages, Salaries & Other Employment Benefits	5	1,194,081,891	1,054,997,407
141,812,148.00	Other Goods & Services	6	127,315,433	119,641,891
13,600,000	Subsidies, Grants and Transfers	7	12,539,295	336,924,551
-	Interest Payments	8	-	-
87,852.00	Other Recurrent Expenditure	9	87,852	-
1,361,000,000	<b>Total Recurrent Expenditure (F)</b>		<b>1,334,024,471</b>	<b>1,511,563,849</b>
35,000,000	<b>Capital Expenditure</b>			
8,000,000	Rehabilitation & Improvement of Capital Assets	10	23,659,859	26,536,148
-	Acquisition of Capital Assets	11	1,044,607	24,222,979
-	Capital Transfers	12	-	-
-	Acquisition of Financial Assets	13	-	-
2,500,000	Capacity Building	14	758,364	918,468
205,500,000	Other Capital Expenditure	15	190,502,654	-
251,000,000	<b>Total Capital Expenditure (G)</b>		<b>215,965,485</b>	<b>51,677,595</b>
-	Deposit Payments		516,240,956	325,478,259
-	Advance Payments		87,654,858	90,457,411
-	Other Main Ledger Payments		-	-
-	<b>Total Main Ledger Expenditure (H)</b>		<b>603,895,814</b>	<b>415,935,670</b>
-	<b>Total Expenditure I = (F+G+H)</b>		<b>2,153,885,770</b>	<b>1,979,177,114</b>
-	<b>Balance as at 31st December J = (E-I)</b>		<b>2,679,998,193</b>	<b>4,015,190,635</b>
-	<b>Balance as per the Imprest Reconciliation Statement</b>		<b>2,679,998,193</b>	<b>4,015,190,635</b>
-	<b>Imprest Balance as at 31st December</b>		<b>-</b>	<b>-</b>



## 3.2. Statement of Financial Status

ACA-P

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

	Note	Actual	
		2022 Rs	2021 Rs
<b><u>Non Financial Assets</u></b>			
Property, Plant & Equipment	ACA-6	2,852,599,599	2,528,962,608
<b><u>Financial Assets</u></b>			
Advance Accounts	ACA-5/5(a)	261,583,798	248,558,900
Cash & Cash Equivalents	ACA-3	-	-
<b>Total Assets</b>		<b>3,114,183,397</b>	<b>2,777,521,508</b>
<b><u>Net Assets / Equity</u></b>			
Net Worth to Treasury		(32,589,360)	(193,536,210)
Property, Plant & Equipment Reserve		2,852,599,599	2,528,962,608
Rent and Work Advance Reserve	ACA-5(b)		
<b><u>Current Liabilities</u></b>			
Deposits Accounts	ACA-4	294,173,158	442,095,110
Unsettled Imprest Balance	ACA-3	-	-
<b>Total Liabilities</b>		<b>3,114,183,397</b>	<b>2,777,521,508</b>

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 01. to 31 and Annexures to accounts presented in pages from 32. to 75. 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 : 02.02.2023

  
 Accounting Officer  
 Name :  
 Designation :  
 Date : 02.02.2023

  
 Chief Financial Officer/ Chief Accountant/  
 Director (Finance)/ Commissioner (Finance)  
 Name :  
 Date : 02.02.2023

**Neel Bandara Hapuhinne**  
 Secretary  
 Ministry of Public Administration, Home Affairs,  
 Provincial Councils & Local Government  
 Home Affairs Division

**Y. Wickramasiri**  
 District Secretary / Government Agent  
 Matara.

**P. Wickramasinghe**  
 Chief Accountant  
 District Secretariat  
 Matara



### 3.3. Statement of Cash Flow

ACA-C

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

	Actual	
	2022 Rs.	2021 Rs.
<b><u>Cash Flows from Operating Activities</u></b>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	284,680,150	194,974,763
Imprest Received	4,453,667,000	5,589,488,000
Recoveries from Advance	113,542,322	107,807,248
Deposit Received	368,319,003	327,770,509
<b>Total Cash generated from Operations (A)</b>	<b>5,220,208,475</b>	<b>6,220,040,520</b>
<b><u>Less - Cash disbursed for:</u></b>		
Personal Emoluments & Operating Payments	1,318,559,344	1,174,305,178
Subsidies & Transfer Payments	12,627,147	336,924,551
Expenditure incurred on behalf of Other Heads	2,969,643,887	4,195,080,676
Imprest Settlement to Treasury	62,732,000	-
Advance Payments	124,439,656	136,574,261
Deposit Payments	516,240,956	325,478,259
<b>Total Cash disbursed for Operations (B)</b>	<b>5,004,242,990</b>	<b>6,168,362,925</b>
<b>NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)</b>	<b>215,965,485</b>	<b>51,677,595</b>
<b><u>Cash Flows from Investing Activities</u></b>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
<b>Total Cash generated from Investing Activities (D)</b>	<b>-</b>	<b>-</b>
<b><u>Less - Cash disbursed for:</u></b>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	-	-
<b>Total Cash disbursed for Investing Activities (E)</b>	<b>-</b>	<b>-</b>
<b>NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)</b>	<b>-</b>	<b>-</b>
<b>NET CASH FLOWS FROM OPERATING &amp; INVESTMENT ACTIVITIES (G)=(C) + (F)</b>	<b>215,965,485</b>	<b>51,677,595</b>
<b><u>Cash Flows from Financing Activities</u></b>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
<b>Total Cash generated from Financing Activities (H)</b>	<b>-</b>	<b>-</b>
<b><u>Less - Cash disbursed for:</u></b>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
<b>Total Cash disbursed for Financing Activities (I)</b>	<b>-</b>	<b>-</b>
<b>NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)</b>	<b>-</b>	<b>-</b>
<b>Net Movement in Cash (K) = (G) + (J)</b>	<b>-</b>	<b>-</b>
<b>Opening Cash Balance as at 01<sup>st</sup> January</b>	<b>-</b>	<b>-</b>
<b>Closing Cash Balance as at 31<sup>st</sup> December</b>	<b>-</b>	<b>-</b>

### 3.4. Financial Statements

ACA-2(i)

**Statement of Expenditure for the period ended 31st December 2022**  
Ministry / Department / District Secretariat : District Secretariat Matara

Expenditure Head No :262

Expenditure Code	Note	Finance Code	Provisions				Expenditure			Net Effect			
			Annual Budgetary Provision (1)	Supplementary Estimate Provision (2)	FR 6669 Transfers (3) (+/-)	Total Net Provision (4)=(1)+(2)+(3)	Expenditure as per the Cash Book (5)	Expenditure incurred by Other Ministry/Dept. Under the FR. 208 (As per the Treasury Printouts) (6)	Total Expenditure (7)=(5)+(6)	Savings / Excess (8)=(4)-(7)	Savings / Excess as a % of Revised Estimate (9)=(8)/(4)*100	Reasons for the Variance	
1203 Diets & Uniforms		11	850,000			850,000	360,000	360,000			490,000	57.65	This balance occurred after covering the expected expenses
1204 Medical Supplies			-										
1205 Other			-										
<b>Total (b)</b>			<b>38,975,000</b>			<b>39,625,000</b>	<b>37,659,579</b>				<b>1,965,421</b>		
<b>Maintenance Expenditure</b>													
1301 Vehicles		11	14,500,000		(2,892,000)	11,608,000	8,872,520	8,872,520			2,735,480	23.57	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022
1302 Plant and machinery		11	6,000,000		600,000	6,600,000	5,257,586	5,257,586			1,342,414	20.34	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022
1303 Building and Structures		11	9,500,000		(608,000)	8,892,000	6,087,575	6,087,575			2,804,425	31.54	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022
<b>Total (c)</b>			<b>30,000,000</b>		<b>(2,900,000)</b>	<b>27,100,000</b>	<b>20,217,680</b>				<b>6,882,320</b>		
<b>Services</b>													
1401 Transport		11	300,000		(87,852)	212,148	48,700	48,700			163,448	77.04	This saving is due to the lack of transport requirement
1402 Postal & Communication		11	11,000,000		2,150,000	13,150,000	12,620,457	12,620,457			509,543	3.88	NO
1403 Electricity & Water		11	16,550,000		(2,550,000)	14,000,000	10,315,343	10,315,343			3,684,657	26.32	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022
1404 Rents & Local Taxes		11	575,000			575,000	257,583	257,583			317,417	55.20	This balance occurred after covering the expected expenses
1406 Interest Payment for Leased vehicles													
1408 Lease Rental for Vehicles Procured under Operational Leasing													
1409 Other		11	45,000,000		392,000(175,000)	47,170,000	46,196,091	46,196,091			973,909	2.06	NO
<b>Total (d)</b>			<b>73,425,000</b>		<b>1,662,148</b>	<b>75,087,148</b>	<b>69,438,174</b>	<b>69,438,174</b>			<b>5,648,974</b>		
<b>Total Expenditure on Other Goods &amp; Services (at-b+e+d)</b>			<b>1,347,400,000</b>		<b>(87,852)</b>	<b>1,347,312,148</b>	<b>1,318,559,345</b>	<b>1,321,397,325</b>			<b>25,914,823</b>		
<b>OBJECT CODE WISE CLASSIFICATION OF TRANSFERS, GRANTS &amp; SUBSIDIES</b>													
<b>Transfers</b>													

Statement of Expenditure for the period ended 31st December 2022  
 Ministry / Department / District Secretariat : District Secretariat Matara

Expenditure Head No :262

Expenditure Code	Note	Provisions					Expenditure				Net Effect	
		Annual Budgetary Provision	Supplementary Estimate Provision	FR 66/69 Transfers	Total Net Provision	Expenditure as per the Cash Book	Expenditure incurred by Other Ministry/Dept. Under the FR. 208 (As per the Treasury Printouts)	Total Expenditure	Savings / Excess	Savings / Excess as a % of Revised Estimate	Reasons for the Variance	
		(1)	(2)	(3) (+) / (-)	(4) = (1)+(2)+(3)	(5)	(6)	(7) = (5)+(6)	(8) = (4)-(7)	(9) = (8) / (4) * 100		
1500 Welfare Programmes												
1502 Retirement Benefits												
1503 Public Institutions												
1504 Development Subsidies												
1505 Subscriptions and Contributions fees												
1506 Property Loan Interest to Public Servants												
1507 Grants to Provincial Councils												
1508 Other												
1509 - Public Institutions (Other Operational Expenditure)												
<b>Total</b>		15,600,000			13,600,000	12,539,295	(6)	12,539,295	1,060,705	7.80	This balance occurred due to non requests of property loan	
<b>OBJECT CODE WISE CLASSIFICATION OF INTEREST PAYMENTS</b>	8	13,600,000			13,600,000	12,539,295		12,539,295	1,060,705			
1601 Interest Payment for Domestic Debt												
1602 Interest Payment for Foreign Debt												
1603 Discounts on Treasury Bills and Treasury Bonds												
<b>Total</b>												
<b>OBJECT CODE WISE CLASSIFICATION OF OTHER RECURRENT EXPENDITURE</b>	9											
1701 Losses & Write off												
1702 Contingency Services												
1703 Implementation of the Official Languages Policy												
<b>Total</b>												
Programme (L)												
<b>Grand Total (Notes 5 to 9) Total Recurrent Expenditure</b>		1,361,000,000			1,361,000,000	1,331,186,491		1,331,186,491	26,913,509			
<b>Capital Expenditure</b>												
Programme (L)												
<b>OBJECT CODE WISE CLASSIFICATION OF PUBLIC INVESTMENT</b>	10											
Rehabilitation & Improvements of Capital Assets												

**Statement of Expenditure for the period ended 31st December 2022**  
 Ministry / Department / District Secretariat : District Secretariat Matara

Expenditure Head No :262


Expenditure Code	Note	Provisions						Expenditure			Net Effect		Reasons for the Variance
		Finance Code	Annual Budgetary Provision	Supplementary Estimate Provision	FR 66(69) Transfers	Total Net Provision	Expenditure as per the Cash Book	Expenditure incurred by Other Ministry/Dept. Under the FR. 208 (As per the Treasury Printouts)	Total Expenditure	Savings / Excess	Savings / Excess as a % of Revised Estimate		
		(1)	(2)	(3) (+)/-	(4)=(1)+(2)+(3)	(5)	(6)	(7) = (5)+(6)	(8)=(4)-(7)	(9)=(8)/(4)*100			
2001 Buildings & Structures		11	20,000,000		20,000,000	12,168,286		12,168,286	7,831,714	39.16	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022		
2002 Plant, Machinery & Equipment		11	5,000,000		5,000,000	3,116,088		3,116,088	1,883,912	37.68	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022		
2003 Vehicles		11	10,000,000		10,000,000	8,375,485		8,375,485	1,624,515	16.25	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022		
<b>Total (a)</b>			35,000,000	-	35,000,000	23,659,859	-	23,659,859	11,340,141				
Acquisition of Capital Assets	11												
2101 Vehicles													
2102 Furniture & Office Equipment		11	4,000,000		4,000,000	706,107		706,107	3,293,893	82.35	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022		
2103 Plant, Machinery & Equipment		11	4,000,000		4,000,000	338,500		338,500	3,661,500	91.54	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022		
2104 Buildings & Structures													
2105 Lands & Land Improvements													
2106 Software Development													
2108 Capital Payment for Lensed Vehicles													
<b>Total (b)</b>			8,000,000	-	8,000,000	1,044,607	-	1,044,607	6,955,393				
Capital Transfers	12												
2201 Public Institutions													
2202 Development Assistance													
2203 Grants to Provincial Councils													
2204 Transfers Abroad													
2205 Capital Grants to Non-Public Institution													
<b>Total (c)</b>													

Statement of Expenditure for the period ended 31st December 2022  
 Ministry / Department / District Secretariat : District Secretariat Matara

Expenditure Head No :262

Expenditure Code	Note	Provisions				Expenditure			Net Effect		Reasons for the Variance
		Annual Budgetary Provision	Supplementary Estimate Provision	FR 66/69 Transfers	Total Net Provision	Expenditure as per the Cash Book	Expenditure incurred by Other Ministry/Dept. Under the FR. 208 (As per the Treasury Printouts)	Total Expenditure	Savings / Excess	Savings / Excess as a % of Revised Estimate	
		(1)	(2)	(3) (c)+	(4)=(1)+(2)+(3)	(5)	(6)	(7)= (5)+(6)	(8)=(4)-(7)	(9)=(8)/(4)*100	
<b>Acquisition of Financial Assets</b>	<b>13</b>										
2301 Equity Contribution											
2302 On-Lending											
<b>Total (d)</b>											
<b>Capacity Building</b>	<b>14</b>										
2401 Staff Training		11			2,500,000	758,364		758,364	1,741,636	69.67	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022
<b>Total (e)</b>		<b>2,500,000</b>	<b>-</b>	<b>-</b>	<b>2,500,000</b>	<b>758,364</b>	<b>-</b>	<b>758,364</b>	<b>1,741,636</b>		
<b>Other Capital Expenditure</b>	<b>15</b>										
2501 Restructuring											
2502 Investments											
2503 Contingency Services											
2504 Contribution to Provincial Councils											
2505 Procurement Preparedness											
2506 Infrastructure Development											
2507 Research and Development											
2509 Other		11			205,500,000	190,502,654		190,502,654	14,997,346	7.30	This balance occurred due to the control of expenditure as per National Budget Department circular 3/2022
<b>Total (f)</b>		<b>205,500,000</b>	<b>-</b>	<b>-</b>	<b>205,500,000</b>	<b>190,502,654</b>	<b>-</b>	<b>190,502,654</b>	<b>14,997,346</b>		
<b>Programme (I) Total expenditure on routine investments (a)+(b)+(d)+(e)+(f)</b>		<b>251,000,000</b>	<b>-</b>	<b>-</b>	<b>251,000,000</b>	<b>215,965,485</b>	<b>-</b>	<b>215,965,485</b>	<b>35,034,515</b>		
<b>Expenditure</b>		<b>1,612,000,000</b>	<b>-</b>	<b>-</b>	<b>1,612,000,000</b>	<b>1,547,151,976</b>	<b>2,837,980</b>	<b>1,549,989,956</b>	<b>62,010,044</b>		

\*Only the relevant expenditure votes should be included.

  
 Chief Financial Officer / Chief Accountant/Director (Finance)  
 Commissioner (Finance)  
 Date: 02.2023

**P. Wickramasinghe**  
 Chief Accountant  
 District Secretariat  
 Matara

Statement of Imprest Account for the year 2022

Ministry / Department / District Secretariat : District Secretariat Matara  
Expenditure Head No. : 262

Imprest Account No.	1			2			3			4			Imprest Balance as at 31st December 2022 as per Treasury Books	Imprest Balance as at 31st December 2022 as per Entity Books	*5	6	
	Imprest Balance as at 1st January 2022			Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2022							
	Unsettled Sub Imprests	Unsettled (Excluding Sub Imprests)	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total					
7002/0/309/22	1(i)	1(ii)	1(iii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	3(i)	3(ii)	3(iii)=3(i)+3(ii)	4(i)	4(ii)	4(iii)=4(i)+4(ii)	5=1(iii)+2(iii)-3(ii)			4,945,276,686.89	
				4,453,667,000.00	491,609,686.89	4,945,276,686.89	4,882,544,686.89	62,732,000.00	4,945,276,686.89	-	-	-					4,945,276,686.89

I. Please show reasons for difference between 4 and 6 above .

- (1) Remitted to the Treasury but not updated cash book balance as at 31/12/2022
- (2) Other reasons .

State if these balances were settled as at the date of signing the report and if not, reason for not settling the balances. I hereby certify that the above information is true and correct.

NO  
NO  
NO

  
Chief Financial Officer / Chief Accountant / Director (Finance) /  
Commissioner (Finance)  
Date: 02.2023

P. Wickramasinghe  
Chief Accountant  
District Secretariat  
Matara

\* This Balance should be shown in the Statement of Financial Performance

Statement of Deposit Accounts as at 31st December 2022

Expenditure Head No :262

Ministry / Department / District Secretariat :District Secretariat Matara

Name of Deposit Accounts	Deposit Number	Balance as at 1st January 2022	Credited during the year	Debited during the year	Balance as at 31st December 2022	Balance as per Treasury Book as at 31st December 2022
Security Deposits	6000-0-0-1-0-69	3,691,492.00	5,600,905.58	1,706,580.50	7,585,817.08	7,585,817.08
Tender Deposits	6000-0-0-2-0-93	1,707,636.32	454,250.00	1,391,574.32	770,312.00	770,312.00
Corporation & Funds	6000-0-0-4-.....					
Institutions taken over by Government	6000-0-0-5-.....					
Funds	6000-0-0-6-.....					
Surplus Funds	6000-0-0-7-.....					
Depreciation Reserves	6000-0-0-8-.....					
Temporary Borrowings	6000-0-0-9-.....					
Grant ( Foreign)	6000-0-0-10-.....					
Allocation Deposits	6000-0-0-11-.....					
Contingency Funds	6000-0-0-12-.....					
Deposits Temporary Retained Payable to Third Parties	6000-0-0-13-0-61	31,720,804.82	137,409,838.51	136,995,099.59	32,135,543.74	32,135,543.74
Revenue Transfer to Provincial Councils	6000-0-0-14-.....					
Retention Money for Construction	6000-0-0-16-0-44	176,436,069.72	21,461,082.22	153,889,451.43	44,007,700.51	44,007,700.51
Compensation	6000-0-0-17-0-23	228,539,108.03	203,392,926.27	222,258,249.94	209,673,784.36	209,673,784.36
Temporary Retention for Statutory Payments	6000-0-0-18-.....					
Grant (Domestic)- Corporative Social Responsibility	6000-0-0-19-.....					
Funds Received for Reimbursement of Expenditure	6000-0-0-20-.....					
<b>Total</b>		442,095,110.89	368,319,002.58	516,240,955.78	294,173,157.69	294,173,157.69

\*Only the relevant deposit numbers should be included.



Chief Financial Officer /Chief Accountant/Director (Finance)  
Commissioner (Finance)  
Date 02.2023

P. Wickramasinghe  
Chief Accountant  
District Secretariat  
Matara

## Statement of Advance Accounts as at 31st December 2022

Expenditure Head No :262

Ministry / Department / District Secretariat :District Secretariat Matara

Name of Advance Account	Advance Account Number	No. of Advance Accounts	Balance as at 1st January 2022 (1)	Maximum Limits of Expenditure Rs 80,000,000.00			Minimum Limits of Receipts Rs 60,000,000.00			Maximum Limits of Debit Balance Rs 275,000,000.00 Balance as 4=(1)+(2)-(3)	Maximum Limits of Liabilities Rs	Balance as per Treasury Books as at 31st December 2022
				(2)			(3)					
				Debits during the year			Credits during the year					
				In Cash	Through Cross Entries		In Cash	Through Cross Entries				
(1) Advance to Public Officers	26201		248,558,900.00	76,650,537.40	11,004,321.00		67,645,408.30	6,984,552.00	261,583,798.10		261,583,798.10	
(2) Other Advances												
(3) Miscellaneous Advances												

Chief Financial Officer /Chief Accountant/Director (Finance)/  
Commissioner (Finance)

Date: 02.2023

P. Wickramasinghe  
Chief Accountant  
District Secretariat  
Matara



## Cumulative Non Financial Asset Accounts Report- Central Govt-2022



Land-9153: 757,055,150.00 Table: SA 82

Building- 9151: 1,273,325,486.08 Year: 2022

Machinery-9152: 581,390,226.14 Rpt Date 2/13/2023 10:48:31 AM

WIP-9160: 240,828,737.00 Head 262

Intangible-9154: 0.00

Lease-9180: 0.00

Ledger	category	Item	Code	Opn_Bal	Opn_Bal_Add	TransferIn	Purchase	Disposal	Balance
9151	1.1-Dwellings		61111	124,245,833.60	4,380,330.00	0.00	0.00	5,440,000.00	123,186,163.60
		Garages	****6111102	4,837,654.41	1,520,520.00	0.00	0.00	500,000.00	5,858,174.41
		Quarters	****6111107	119,408,179.19	2,859,810.00	0.00	0.00	4,940,000.00	117,327,989.19
9151	1.2-Non Residential Building		61112	1,036,554,971.48	185,884,351.00	0.00	0.00	72,300,000.00	1,150,139,322.4
		Office Building	****6111201	1,036,554,971.48	185,884,351.00	0.00	0.00	72,300,000.00	1,150,139,322.4
9160	1.4-WIP-Building & Structure		61114	240,828,737.00	0.00	0.00	0.00	0.00	240,828,737.00
		Office Building	****611148	240,828,737.00	0.00	0.00	0.00	0.00	240,828,737.00
9152	2.1-Transport Equipment		61121	229,496,706.00	13,883,929.00	0.00	0.00	1,848,000.00	241,532,635.00
		Passenger vehicle	****6112101	215,348,576.00	6,600,000.00	0.00	0.00	198,000.00	221,750,576.00
		Agricultural vehicle	****6112103	10,739,800.00	7,283,929.00	0.00	0.00	1,500,000.00	16,523,729.00
		Ships	****6112106	3,144,000.00	0.00	0.00	0.00	0.00	3,144,000.00
		Motor cycle	****6112109	264,330.00	0.00	0.00	0.00	150,000.00	114,330.00
9152	2.2-Other Machinery & Equipment		61122	329,802,210.18	18,149,898.68	0.00	1,044,607.26	9,139,124.98	339,857,591.14
		Office Equipment	****6112201	28,207,720.42	784,615.60	0.00	86,633.00	879,375.00	28,199,594.02
		Computer Equipment	****6112202	122,805,674.17	11,704,965.00	0.00	472,600.00	4,645,627.66	130,337,611.51
		Electrical Equipment	****6112203	37,304,159.16	3,032,309.00	0.00	161,380.00	468,200.00	40,029,648.16
		Communication Equipment	****6112204	13,174,220.41	268,512.10	0.00	0.00	86,600.00	13,356,132.51
		Furniture	****6112205	126,886,376.02	2,317,951.98	0.00	323,994.26	2,297,271.32	127,231,050.94
		Sports equipment	****6112208	100,150.00	0.00	0.00	0.00	0.00	100,150.00
		Defence Equipment	****6112215	20,000.00	0.00	0.00	0.00	0.00	20,000.00
		Agricultural & Dairy Farm Equipment	****6112216	380,601.00	41,545.00	0.00	0.00	49,145.00	373,001.00
		Fire Protection Equipment	****6112217	923,309.00	0.00	0.00	0.00	712,906.00	210,403.00
9153	4.1-Land		61410	233,891,750.00	94,225,000.00	0.00	0.00	59,860,000.00	268,256,750.00
		Land	****614100	233,891,750.00	94,225,000.00	0.00	0.00	59,860,000.00	268,256,750.00
9153	4.1-Urban or Built-Up Land		61411	334,142,400.00	154,656,000.00	0.00	0.00	0.00	488,798,400.00

		Commercial and Services	****6141101	334,142,400.00	154,656,000.00	0.00	0.00	0.00	488,798.400.00
REMARKS This is a computer-generated document. No signature is required. - Report Generated by the new CIGAS Web Application--Developed by S.Tharshan - Director, Dept of State Accounts									

Statement of Imprest Reconciliation

Revenue Collected by <b>Other Entities</b> on behalf of <b>Reporting Entity</b>		
Expenditure incurred by <b>Reporting Entity</b> on behalf of <b>Other Entities</b>	2,969,643,887	
Debits made to Advance "B" Account on behalf of <b>Other Entities</b>	36,785,158	
Credits made to Advance "B" Account by <b>Other Entities</b>	6,216,635	3,012,645,680
<b>Less:</b>		
Revenue Collected by <b>Reporting Entity</b> on behalf of <b>Other Entities</b>	284,680,150	
Expenditure incurred by <b>Other Entities</b> on behalf of <b>Reporting Entity</b>	2,837,980	
Credits made to Advance "B" Account on behalf of <b>Other Entities</b>	45,128,997	
Debits made to Advance "B" Account by <b>Other Entities</b>	360	332,647,487
<b>Imprest Adjustment Balance as at 31st December 2022</b>		<b>2,679,998,193</b>

\* Any Items can be added in addition to the above mentioned items if applicable.

### 3.5. Revenue collection performance

Rs. , 000

Income code	Description of the Revenue Code	Revenue Estimate		Collected income	
		Original estimate	Final estimate	Amount (Rs.)	As a% of the final revenue estimate
1002.07.00	Stamp charges	-	-	375	-
1003.07.02	Registration fee for the Registrar General's Department	-	23,566	38674	164 %
1003.07.03	Private timber transportation	-	-	1,107	-
1003.07.04	Taxes on car sales	-	-	11	-
1003.07.05	Licensing fees applicable to the Ministry of Defense	-	400	389	97.25%
1003.07.09	Carbon tax	-	-	-	-
1003.07.99	License - Other	-	6,500	5,734	88.21 %
2002.01.01	Government building rent	-	1,510	1,721	113 %
2002.01.99	Other rent	-	100	11	11%
2002.02.99	Interest - Other	-	11,000	14,635	133 %
2003.02.13	Examinations and other fees	-	-	11	-
2003.02.14	Fares and other receipts charged under the Motor Traffic Act	-	-	73,545	-
2003.02.03	Charges under 1968 No. 32 of Registration of Persons Act.	-	-	10,690	-
2003.02.99	Sales and fees - Various receipts	-	996	1,166	117%
2003.04.00	Initial payment for motorcycles paid to public officers	-	-	-	-
2003.99.00	Sales and fees - Other receipts	-	11,324	52,232	461%
2003.07.00	Government Paddy Purchasing Program	-	-	-	-
2004.01.00	Social Security Contribution Fund - Central Government	-	-	84,872	-
2006.02.00	Sale of capital assets	-	-	-	-

### 3.6 Performance of utilizing the allocated funds

Type of provision	Allocated provisions		Actual cost	Allocations utilized as% of the final provision made
	Original provision	Final provision		
Repetitive	1,361,000	1,361,000	1,334,024	98.01 %
Capital	251,000	251,000	215,965	86.04 %

### 3.7 According to FR 208, Other Ministries / Allocations made to the District Secretariat as a representative of the other Departments and Ministries

Rs. , 000

Serial number	Allocated Ministry / Department	Purpose of the provision	Final Allocation Rs.	The actual cost Rs.	Provisions utilized as% of the final provision made
1	Buddhasasana , Cultural and Religious Affairs	Providing Machines to Cultural Centres	7,432	7,177	96.57
		Building renovation			
		Restoration of temples			
		Religious Coexistence Programme			
		Cultural programs			
		Progress review meetings			
2	Ministry of Finance, Economic Stabilization and National Policies	Recurring expenses	14,190	14,118	99.49
3	Ministry of Defence	Compensation for emergencies	51,495	49,433	96

		Recurring expenses To the affected people.. Disaster Reduction Project Resettlement Advances for home repairs Compensation for property damage			
4	Ministry of Justice	Recurring expenses	20,729	20,040	96.68
		Sinhala Tamil language training course			
		Single Parent Family Development Program			
5	Ministry of Health	Recurring Expences	17,453	10,040	57.53
6	Ministry of Highways	Development programs	8,385	8,385	100
		Administrative expenses of development programmes			
7	Ministry of Agriculture	Recurring Expences	291,816	132,085	45.26
		Environment Friendly Fertilizer Program			
		Agriculture Committee Meeting			
		Sawubhagya Gardening Programme			
8	Ministry of Lands	Recurring Expences	344,373	337,405	97.98
		Compensatory interest on land acquisition			
9	Ministry of Industries	Procurement of equipment for Vidatha Sampat Centers	21,535	21,422	99.47
		Promotion of traditional and rural industries			
		Recurring expenses			
10	Ministry of Education	Recurring Expences	852	783	91.9
		Skill Development Programme			
11	State Ministry of Coconut, Kithul and Palmyrah Cultivation Promotion and Related Industrial Product Manufacturing & Export	Weligama coconut diseases control	30,134	30,129	99.98
		Export Agricultural Zones			

	Diversifications				
12	Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government	Recurring expenses	760,531	750,628	98.69
		Development programs			
		Construction and renovation of tourist bungalows			
		Buying tourist bungalow furniture			
		E – Grama Niladhari Project			
13	Ministry of Environment	Recurring expenses	19,894	17,074	85.82
		Environmental Protection Programme			
		Surakimu Ganga Programme			
14	Ministry of Women, Child Affairs and Social Empowerment	Women's Aid Institute	1,351,312	878,659	65.02
		For self employment			
		Prosperity Development Programme			
		Samurdia Arunalu			
		Counseling programs			
		Support for twins			
		Recurring expenses			
		Allowances for persons with disabilities			
		Kidneys			
		Allowances For pregnant mothers			
		Providing breakfast for preschool children			
		Guru Abhimani Program			
		programs			
Allowances for those over 70 years old					
Allowances for those over 100 years old					
15	Ministry of Technology	e – NIC Project	305	269	88.2

16	Ministry of Public Security	Recurring expenses	1,220	1,208	99.02
17	Ministry of Labor and Foreign Employment	Recurring expenses	2,282	2,160	94.67
		Progress review meetings			
18	Ministry of Youth and Sports	Holiday pay Promotion of sports facilities	21,174	20,761	98.05
		Development of playgrounds			
		Training expenses			
		Recurring expenses			
19	Department of Buddhist Affairs	Recurring expenses	34,504	33,912	98.28
		Upasampada ceremonies			
		Cremation ceremony			
		Piyadasa Ratnayake Memorial			
		Dhamma School Teacher Allowance			
		Mulatiyana Silmata Monastery Buildings Repair			
		Dhamma University Diploma			
		Improvement of underdeveloped Sunday schools			
20	Department of Cultural Affairs	Conducting literary competitions	4,803	4,674	97.33
		Recurring expenses			
		Grant payment for Art centres			
		Dolosmahe Pahana program			
		Karakaru Suvadam Program			
21	Department of Muslim Religious and Cultural Affairs	Recurring expenses	50	41	82.08

22	Government Information Department	Recurring expences	146	116	79.38
		Purchasing newspapers			
23	Department of Social Services	Recurring expences	19,141	19,004	99.28
		Interviews			
		Community Based Rehabilitation Programme			
24	Department of Probation and Child Protective Services	Recurring expences	3,017	2,993	99.23
		programs			
		Twin aid			
25	Sports Development Department	Recurring expences	4,705	4,704	99.98
		Constructiong Volleyball Playgrounds			
26	Department of Registration of Persons	Recurrent expences	20,723	20,581	99.31
27	Inland Revenue Department	Building Repairs	393	393	100
28	Department of Census and Statistics	Recurrent expences	1,176	1,157	98.42
29	Department of Pensions	Recurrent expences	3,866	3,768	97.45
30	Registrar General's Department	Building Repairs	80	65	81.25
31	Department of the Commissioner General of Lands	Recurring expences	564	561	99.46
32	Department of Land Title Settlement	Construction of buildings	500	500	100
33	Ministry of Fisheries and Aquatic Resources	Construction of buildings	1,640	1,640	100
34	Department of Texttile Industry	Payment of monthly allowances	131	131	100
35	Department of Motor Traffic	Recurrent expences	1,640	1,438	90.95
36	Department of community based corrections	Recurrent expences	21	21	100

37	Land Use Policy Planning Department	Recurring expenses	1,581	1,438	90.95
		Development Programmes			
38	Department of Man Power and Employment	Recurring expenses	2,208	1,414	64.03
		Entrepreneurship Development Programme			
		Human Resource Development Programme			
		Career Guidance Program			
		Newspapers			
39	Department of Multipurpose Development Task Force	Recurring expenses	585,343	564,606	96.45

### 3.8. Performance report on non-financial assets

Rs. , 000

Asset code	Code Description	Balance according to the Goods Survey Report as at 31.12.2022	Balance as per Financial Status Report for 31.12.2022	To be accounted for in the future	Reporting progress as %
9151	Buildings and structures	1,273,325	1,273,325	-	-
9152	Machinery	581,390	581,390	-	-
9153	Lands	757,055	757,055	-	-
9154	Intangible assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Work in progress	240,829	240,829	-	-
9180	Leased assets	-	-	-	-

### 3.9. Report of the Auditor General

Attached herewith.

## Chapter 04 - Performance indicators

### 4.1. Performance Indicators of the institution (Based on Action Plan)

Specific indicators	Actual output as a percentage (%) of the expected output		
	100% -90%	75% -89%	50% -74%
Capital Provisions Utilities Performance indicator		86%	
Recurring Provisions Utility Performance indicator	98%		

## Chapter 05 –Performance of achieving Sustainable Development Goals ( SDG )

### 5.1. Identified relevant sustainable development objectives

Purpose	Target	Process/Success Indicators	Progress on achievements so far		
			0% - 49%	50% - 74%	75% - 100%
Ending all forms of poverty in all beings	Reducing the number of people suffering from poverty by half by 2030 according to the national criteria of each country	Disbursement of Samurdhi Social Security Benefits under Samurdhi Department / Number of Samurdhi Social Security Benefits provided			√
		Establishment of 65000 home gardens under Sarusara Mathota Home Gardening Programme/ Number of Home Gardens Established			√
		Implementation of 754 programs for poverty alleviation under Rural Economic Revitalization and Food Security Program / Number of programs implemented.			√
End hunger, achieve food security and good nutrition and promote sustainable agriculture	End hunger by 2030 and ensure that poor people and those who are at risk, including especially children, have access to safe, nutritious and adequate food all year round	Conducting 1523 food security programs in the district / Number of food security programs being conducted			√
		Conducting 505 Malnutrition Eradication Programs / Number of Programs Conducted			√

Assuring healthy lives and promoting the well-being of all ages.	Minimizing premature deaths caused by non-communicable diseases by one third by the year 2030 through treatment and prevention and promote mental health and well-being.	Providing Rs.5000.00 per month for 12 months to 628 low-income kidney patients.			√
Ensuring comprehensive, equitable quality education and lifelong learning opportunities for all	By 2030, ensure that all girls and boys have access to high-quality early childhood development, care services and pre-primary education, thereby ensuring that they are ready for primary education	Development of 04 pre-childhood centers. / Number of early childhood centers developed			√
Achieving gender equality and empowering all women and girls	Eliminate all forms of violence against women and girls in public and private spaces, including sexual and other forms of danger.	Conducting a 3-day capacity development program to empower women who have faced gender-based violence. / Number of programs conducted			√
		A case study of gender-based violence for officers. / Number of programs conducted			√
	Ensuring leadership and equal opportunities and effective participation of women in decision-making in all areas of political, economic, and general life	Providing self-employment equipment under relief to rural women who are under pressure from unregulated net financial credit schemes. Devinuwara Divisional Secretariat 4 families / Number of families benefited			√

		Conduct Vanitha Abhimani program in association with National Development Bank to encourage women entrepreneurs. / Number of women who participated in the competition			√
Ensuring access to water and sanitation for all and their sustainable management	Ensuring equal access to safe and affordable drinking water for all by 2030.	Development of 04 water projects in the district under Budget 2022 program / Number of water projects developed			√
Ensuring affordable, reliable, sustainable and modern energy supply for all	Ensuring access to affordable, reliable and modern energy services by 2030.	Development of electricity system in the district under Budget 2022 program / Number of electricity systems developed			√
Sustained holistic and sustainable economic growth for all, fully productive and decent jobs	To maintain the capital economic growth in the district in line with national conditions	Starting 239 new businesses in the district / number of businesses started			√
		Implementation of 262 soap production programs under improvement of income generation channels / Number of programs conducted			√
Build strong infrastructure to promote holistic and sustainable industrialization and encourage innovation	Development of affordable, high-quality, reliable, sustainable and disaster-resilient infrastructure that is accessible to all for economic development and human well-being	Development of 142 roads in the district under Budget 2022 program / Number of roads developed			√
Reducing inequality within and between countries	Promotion of inclusiveness of all socially, economically and politically by 2030 regardless of age, gender, disability etc.	30 youth with disabilities referred for vocational training / number referred for training			√
Making cities and settlements perfect, safe,	Ensure access to adequate safe and affordable housing	Samurdhi Development Department provided loans to 154 beneficiaries			√

equitable and sustainable	and basic services for all by 2030 and improve slum housing.	for construction of houses / Number of houses under construction			
Ensuring sustainable consumption and production patterns	Reduce per capital food waste at the retail and consumer levels by 2030 and reduce waste in production and supply chains, including post-harvest losses.	Conducting 82 food security programs under Sarusara Mathota Gardening and Food Security Program / Number of programs being conducted			√
Rapid action against climate change and its impacts	Strengthen the resilience and resilience of all countries to weather-related disasters and natural disasters	Conducting 10 awareness programs on natural disaster management by the District Disaster Management Unit / Number of programs conducted			√
Conservation and efficient use of marine, marine and ocean resources for sustainable development	Mitigating and addressing the effects of ocean acidification	Awareness about this in the District Coordinating Committee / Number of programs conducted			√
Restoring, protecting and promoting the sustainable use of geographic ecosystems, sustainable forest management, combating desertification, halting and restoring land degradation and biodiversity loss	Take urgent and significant action to reduce the destruction of natural habitats, halt the loss of biodiversity and protect threatened species and prevent extinctions by 2020	Conducting 10 awareness programs under District Agriculture Committee / Number of programs conducted			√
Creating a peaceful and perfect society for sustainable development, providing opportunities for justice to all and building effective, accountable and	Ending child torture , abuse, exploitation and all forms of violence	Capacity building of children on safe internet use / Number of programs conducted			√

perfect institutions at all levels.					
Strengthening Implementation Mechanisms and Revitalizing Global Cooperation for Sustainable Development	Strengthening local resource mobilization (deployment).	Efficient deployment of resources under Sarusara Mathota Home Gardening and Food Security Program / Number of Home Gardens established			√

## 5.2. Achievements and challenges in achieving the Sustainable Development Goals

### Achievements

- ❖ Establishment of 65000 home gardens in the district under Sarusara Mathota Home Gardening Program and ensuring food security.
- ❖ Carrying out 754 programs under the Rural Economic Revival and Food Security Program to reduce poverty in the district.
- ❖ Empowering youth with disabilities in Matara district by providing vocational training.
- ❖ Conducting 262 practical programs on soap production in the district under the improvement of income generation channels.
- ❖ Carrying out 82 fertile horticulture and food security programs to reduce food wastage and post-harvest damage in Matara district.
- ❖ Conducting 10 awareness programs for school children, fishermen and public to prepare for disaster management in Matara district.
- ❖ Under the support of rural people affected by unregulated net finance credit schemes, providing self-employment equipment the Devinuwara Divisional Secretariat division.
- ❖ Development of 04 water projects in the district under the budget 2022 program based on the allocation of the Ministry of Finance.
- ❖ Strengthening entrepreneurship in Matara district and starting all 239 new businesses in the district.
- ❖ Development of 142 roads in the district under Budget 2022 program based on Ministry of Finance allocation.
- ❖ Providing loans for building houses to 150 beneficiaries under Samurdhi Development Department to complete the housing requirement of the district.

### Challenges

- ❖ The impact caused by covid 19 disease.
- ❖ Limitation of allocations and funds for the year 2022.
- ❖ Bad weather condition.
- ❖ Unstable political environment.
- ❖ Unstable economic environment.
- ❖ Shortage of raw materials and rapid rise in raw material prices.

## Chapter 06 - Human Resource Profile

### 6.1. Management of number of employees

	Approved number of employees	Number of employees available	Vacancies / (Excess)
Senior	56	52	4
Tertiary	38	33	5
Secondary	1483	1541	(58)
Primary	156	155	1

### 6.2. How is the shortage or excess of human resources affect the performance of the institution

No effect.

### 6.3.Human Resource Development

Number	Name of the programme	Number of trainers	Duration of the programme	Total investment (Local / Foreign)	Nature of the programme (Local / Foreign)	Outcome/ Gined knowledge
<b>Kirinda Puhulwella</b>	Community participation project planning and management	63	02 days	Conducted by Rural Development Training and Research Institute.	Local	Knowledge related to project planning and preparation of project proposals
	Zero expenditure training plan programme	49	6 hours	Conducted by Divisional Secretariat	Local	Knowledge regarding implementing projects without provisions.
	Training programme regarding state lands	20	3 hours	Conducted by Divisional Secretariat	Local	Basic knowledge regarding performing duties related to state lands
	Timber License Training Program	20	3 hours	Conducted by Divisional Secretariat	Local	Circulars related to issuance of felling and transport permits and knowledge required to implement them
	Mobile photography training programme	57	10 hours	Conducted by Divisional Secretariat	Local	Knowledge of mobile phone photography
	Disability Survey and Field Training Programme	25	4 hours	Conducted by Divisional Secretariat	Local	Knowledge related to fieldwork related to identification of disabled persons
	Yoga Programme	30	76 hours	Conducted by Divisional Secretariat	Local	Regarding exercises
	Disciplinary Procedure	1	8 hours	Conducted by Ministry of Industries	Local	How the Disciplinary Procedure of the Establishment

						Code Affects Government Officials
<b>Kirinda Puhulwella</b>	Training program to bring food manufacturing and trading establishments up to GMP certification	1	4 hours	Conducted by Ministry of Industries	Local	How to obtain GMP certification according to the food product
	Crafting an export strategy as an SME product an markets	1	4 hours	Conducted by Ministry of Industries	Local	Regarding exports and small scale entrepreneurs
	GAP,GMP, HACCP and ISO standardization required for small and medium food manufacturers	1	4 hours	Conducted by Ministry of Industries	Local	GAP,GMP,HACCP and ISO standardization required for small and medium food manufacturers
	The journey of a successful businessman	1	2 hours	Conducted by Ministry of Industries	Local	The guide to become a successful businessman
	E trade portalregarding made in Sri Lnka products.	1	2 hours	Conducted by Ministry of Industries	Local	Knowledge of registering an entrepreneur in MADE IN Sri Lanka e trade portal and entering product information
	Suporting women entrepreneur	1	3 hours	Conducted by Ministry of Industries	Local	Regarding empowering women
	School Mediation Five Day Training Workshop for New Development Officers	1	35 hours	Conducted by Ministry of Justice	Local	Theoretical and practical training in conducting school mediation programmes

<b>Kirinda Puhulwella</b>	Online training on how to set up a Zoom Meeting	1	1	Conducted by Ministry of Justice	Local	Technical training related to conducting an online program with the aim of conducting online school mediation programs
	Small Scale Entrepreneurship Conceptualization of Productivity - (Online)	1	10 hours	Conducted by Ministry of Skill Development	Local	How small-scale entrepreneurs are framed by the concept of productivity
	Computer Training Program - Online	1	12 hours	Conducted by Ministry of Skill Development	Local	Powerpoint Presentation
	Training program on diary products	3	6 hours	Conducted by Ministry of Agriculture	Local	Knowledge of producing other additional products using fresh milk
	Post harvest technology of fruits and vegetables targetting the export market	2	6 hours	Conducted by Ministry of Investment Promotion	Local	Knowledge of post-harvest technology (for export)
	Digital capacity building programme for development officers	2	9 hours	Conducted by Ministry of Investment Promotion	Local	Capacity Training Program on Information Technology
	Basic introduction on export coaching	2	4 hours	Conducted by Ministry of Investment Promotion	Local	Basic knowledge regarding exports
	Capacity building programme for development officers of edb on export facilitation	2	9 hours	Conducted by Ministry of Investment Promotion	Local	Knowledge regarding export facilities

	training					
<b>Kirinda Puhulwella</b>	Training program on organic farming	2	7 hours	Conducted by Ministry of Investment Promotion	Local	Knowledge regarding organic cultivation
	Agriculture products to international market	2	5 hours	Conducted by Ministry of Investment Promotion	Local	Acquiring international market knowledge about agricultural products
	Export opportunities of it- bpm industry	2	5 hours	Conducted by Ministry of Investment Promotion	Local	Knowledge of export opport related to IT sector
	Orientation programme	2	5 hours	Conducted by Ministry of Investment Promotion	Local	Regarding the role of an Export Development Officer
	Training programs conducted by the National Board of Control of Hazardous Drugs	2	13 hours	Conducted by Ministry of Justice	Local	Knowledge of rehabilitation / Ability to counsel drug users / Identification of drug users and knowledge of dangerous drugs
	Residential training program organized by the Ministry of Justice and USAID and GLOBAL COMMUNITIES	1	16 hours	Conducted by Ministry of Justice	Local	Development of subject knowledge and skills/ work related to the position
	National Language and Equality Promotion Project	1	8 hours	Conducted by Ministry of Justice	Local	National equality
	Land Management Training	1	24 hours	-	Local	Regarding land management
	Diploma in Office Management	1	352 hours	-	Local	Regarding Office Mngement

	Training Program on Payment of Elderly/Disabled/Kidney Allowance - (Online)	9	2 Hours	Conducted by Samurdhi Department	Local	Regarding payment of elderly/disabled/kidney allowances
	Training Workshop on Pension Process of Samurdhi Managers and Samurdhi Officers - (Online)	9	2 hours	Conducted by Samurdhi Department	Local	Regarding pension arrangement of Samurdhi Managers and Samurdhi Officers
	Training program related to community resources and marketing	4	8 hours	Conducted by Samurdhi Department	Local	Regarding the subject of community and marketing
	Training program conducted by Ministry of Tourism and Lands	2	6 hours	Conducted by Ministry of Lands	Local	Knowledge related to land acquisition
	Business canvas model	3	3 hours	Conducted by the Ministry of Sports and Youth Affairs	Local	Regarding the creation of business modules
	Costing capacity building			Conducted by Ministry of Sports and Youth Affairs	Local	Regarding the calculation of cost and profit/loss
	Accounting methods	2	7 hours	Conducted by Ministry of Sports and Youth Affairs	Local	Development of knowledge about accounting methods
	Office system	2	7 hours	Conducted by Ministry of Sports and Youth Affairs	Local	Development of knowledge about office procedures
	Higher national diploma in document management	1	9 hours	Rs 12000 Sri Lanka Institute of Administration Development	Local	Knowledge of procurement and contract administration

	ent and contract administrati on					
	Land Training Programme	1	16 hours	-	Local	Related to Lands
	CAPACITY BUILDING PROGRAM ME	1	114 hours	-	Local	Regarding capacity development
	Providing skills to reduce brutality against domestic violence	1	40 hours	-	Local	Minimize incidents of domestic violence as well as managing to reduce the incidence of violence.
	Training program for government employees	53	4 hours	-	Local	Basic knowledge related to the role and basic discipline of public officials
	Management Certificate Course for the officers of Sri Lanka Information Technology Service to complete the third efficiency bar examination	1		Rs 17500 University of Kelaniya	Local	Knowledge required for the third efficiency bar examination of the officers of Sri Lanka Information Technology Service
<b>Malimbada</b>	Attachment of Officers for Welfare Benefits Board	5	1 day		Local	Training related to entering data into welfare benefit information system
	Online In-Service Training Program for new Development Officers	1	13 days		Local	Initiation training
	Awareness Program on	3	1 day		Local	Awareness of the effective use of the

	Effective Use of Internet Professionally (Freelance).					Internet professionally (Freelance).
<b>Malimbada</b>	Awareness Program on Official Language Policy	1	1 day		Local	Awareness of official language policy
	Training program on "Entrepreneur is the leader who creates a big positive change in the society".	5	1 day		Local	Awareness of "Entrepreneur is the leader who creates a great positive change in the society".
<b>Akuressa</b>	Program to sensitize domain officials on export market and export market opportunities	71	4 hours	834.00	Local	Awareness of export market and export market opportunities
	Program to sensitize office staff on export market and export market opportunities	43	4 hours	680.00	Local	Awareness of export market and export market opportunities
	Household management	37	4 hours	2800.00	Local	Awareness of proper management techniques of household management and personal effectiveness
	Salary conversion	39	4 hours	500.00	Local	Basic knowledge of salary conversion and awareness of common issues
	Training program to develop					

	positive attitude and maintain good interpersonal relationships					
--	---	--	--	--	--	--

## Chapter 07 - Compliance Report

Number	Requirement to be applied	Compliance status (compliant / non-compliant)	Brief explanation if it is not compliant	Precise decisions proposed to prevent non-compliance in the future
1	The following financial statements / accounts have been submitted on the due date			
1.1.	Annual Financial Statements	compatible		
1.2.	Advance Account of Public Officers	compatible		
1.3.	Business and Product Advance Account (Commercial Advance Account)	-		
1.4.	Store Advance Account	-		
1.5.	Special Advance Account	-		
1.6.	Other	-		
2	Maintenance of books and documents (445 BCE)			
2.1.	Updating and maintaining the fixed asset register as per Public Administration Circular 267/2018	compatible		
2.2.	Updating and maintaining personal payroll documents / personal payroll cards	compatible		
2.3.	Updating and maintaining the audit query list	compatible		
2.4.	Updating and maintaining the internal audit record	compatible		
2.5.	Preparing all monthly account summaries ( CIGAS) and submit to the Treasury on the due date.	compatible		
2.6.	Update and maintain cheques and cash order register	compatible		
2.7.	Update and maintain inventory	compatible		
2.8.	Update and maintain inventory	compatible		
2.9.	Update and maintain the damage register	compatible		
2.10.	Update and maintain the liability list	compatible		
2.11.	Update and maintain the Sub Leaflet Book Register ( GA-N20)	compatible		
3	Representation of functions for financial control (Rs. 135)			
3.1.	Financial powers and powers within the institution are delegated.	compatible		
3.2.	Informing regarding transfer of financial powers in the institution.	compatible		
3.3.	Each transaction is authorized to be approved by two or more officers.	compatible		

3.4.	Acting under the control of the Accountants in using the Government Pay Software Package as per Government Accounts Circular No. 171/2004 dated 11.05.2014.	compatible		
4	Preparation of annual plans			
4.1.	Preparation of Annual Action Plan	compatible		
4.2.	Preparation of Annual Procurement Plan	compatible		
4.3.	Preparation of Annual Internal Audit Plan	compatible		
4.4.	Preparing the annual estimate and submit it to the National Budget Department ( NBD) on the due date	compatible		
4.5.	Should have submitted the Annual Cash Flow Statement to the Treasury Operations Department on the due date	compatible		
5	Audit Inquiries			
5.1.	Should have answered all the audit queries by the date fixed by the Auditor General	Not compatible	Insufficient time in preparing answers with the coordination of the related ministries for the audit queries of line ministries.	
6	Internal audit			
6.1.	Preparation of Internal Audit Plan after consultation with the Auditor General at the beginning of the year as per DMA 134 (2) DMA / 1-2019	compatible		
6.2.	Reply to all internal audit reports within one month	compatible		
6.3.	Submitting copies of all internal audit reports to the Department of Management Audit in terms of sub-section 40 (4) of the National Audit Act No. 19 of 2018	compatible		
6.4.	Submission of copies of all internal audit reports to the Auditor General in accordance with FR 134 (3).	compatible		
7	Audit and Management Committees			
7.1.	Have been maintained at least 04 Audit and Management Committees during the relevant year as per DMA Circular 1-2019	Not compatible	Difficulty in calling officials to work due to the economic and political crisis in the	

			country.	
8	Asset Management			
8.1.	Submitting information on asset purchases and misappropriations to the Comptroller General's Office as per Chapter 07 of Asset Management Circular No. 01/2017	compatible		
8.2.	As per the Chapter 13 of the above Circular, appointing an appropriate officer to coordinate the implementation of the provisions of that Circular and reporting the information about that officer to the Comptroller General's Office.	compatible		
8.3.	As per Public Finance Circular No. 05/2016 have been conducted the commodity survey and submitted the relevant reports to the Auditor General on the due date.	compatible		
8.4.	Excess, deficiencies and other recommendations revealed in the Annual Commodity Survey should have been made within the period specified in the Circular.	compatible		
8.5.	Disposal of contaminated items in accordance with FR772.	compatible		
9	Vehicle management			
9.1.	Prepare daily driving records and monthly summary reports for pool vehicles and submit to the Auditor General on the due date.	compatible		
9.2.		compatible		
9.3.	Maintaining and updating vehicle log books.	compatible		
9.4.	Taking action in accordance with FR 103,104,109 and 110 regarding every vehicle accident.	compatible		
9.5.	Re-inspection of fuel combustion of vehicles in accordance with the provisions of paragraph 3.1 of Public Administration Circular No. 2016/30 dated 29.12.2016.	Not compatible	There have been delays due to fuel supply constraints..	
9.6.	After the lease period, full ownership of the tax vehicle log books has been taken over.	compatible		
10	Bank Account Management			
10.1.	Should have prepared and certified the bank reconciliation statements on the due date and submitted them for audit.	compatible		
10.2.	Should have settled the dormant bank accounts brought forward in the reviewed year or previous year.	compatible		
10.3.	Should have acted in accordance with the financial regulations regarding the	compatible		

	balances revealed and adjusted in the Bank Comparison Statements and settled those balances within a period of one month.			
11	Utilization of provisions			
11.1.	Bearing expenses as not to exceed the limits of the provided provisions.	compatible		
11.2.	Receiving liabilities at the end of the year after utilizing the provision provided not exceeding the provision limit, in accordance with FR 94 (1)	compatible		
12	Advance Account of Public Officers			
12.1.	Compliance with boundaries.	compatible		
12.2.	Have done a time analysis on outstanding debt balances	compatible		
12.3.	Should have settled the outstanding debt balance which has been forwarded from more than one year .	compatible		
13	Public Deposit Account			
13.1.	Should have acted in accordance with FR 571 regarding overdue deposits.	compatible		
13.2.	Update and maintain the control account for public deposits.	compatible		
14	Imprest account			
14.1.	Should have forwarded the balance of the cash book to the Treasury Operations Department at the end of the year under review.	compatible		
14.2.	Have been settled the interim account issued in accordance with FR 371 within one month of the completion of that work.	compatible		
14.3.	Issuance of Interim not to exceed the approved limit as per FR 371	compatible		
14.4.	Monthly Comparison of the balance of interim account with treasury books	compatible		
15	Revenue account			
15.1.	Should have made repayments from the collected income in accordance with the relevant regulations.	compatible		
15.2.	Revenue collected should be credited directly to the income without crediting to the deposit account	compatible		
15.3.	Submission of arrears revenue reports as per FR 176 to the Auditor General	compatible		
16	Human Resource Management			
16.1.	Maintaining staff within the approved staff limit.	Not compatible	Grant of appointment to officers recruited as graduate trainees on a	Arrangements to obtain approval from the Department of Management

			policy decision of the Government.	Services for the excess number of employees.
16.2.	Should have provided duty lists in writing to all staff members.	compatible		
16.3.	Should have submitted all the reports to the Management Service Department as per Circular No. 04/2017 dated 20.09.2017.	compatible		
17	Providing information to the public			
17.1.	Appointing an Information Officer in accordance with the Freedom of Information Act and Regulations and updating and maintaining an information register.	compatible		
17.2.	Information about the institution has been provided by its website and has been facilitated to post praise / accusations about the institution through the website or through alternative ways.	compatible		
17.3.	Submission of reports twice a year or once a year as per Sections 08 and 10 of the Freedom of Information Act.	compatible		
18	Implementation of the Citizens' Charter			
18.1.	Should have compiled and implemented the Citizen / Client Charter in terms of the Ministry of Public Administration and Management Circulars No. 05/2008 and 05/2018 (1) .	compatible		
18.2.	Should have prepared a system to monitor and evaluate the drafting and implementation of the Citizen / Client Charter as per paragraph 2.3 of the mentioned circular.	compatible		
19	Compilation of Human Resource Plan			
19.1.	Having prepared a human resource plan based on Public Administration Circular No. 02/2018 Annexure 02 dated 24.01.2018.	compatible		
19.2.	Training of at least 12 hours per year for each member of the staff should be ensured in the above Human Resources Plan.	Not compatible	Due to the economic crisis in the country, the Central Treasury has cut off the non-essential expenses	
19.3.	Should have signed annual performance agreements for the entire	compatible		

	staff based on the format given in Annexure 01 of the above Circular.			
19.4.	Appointment of a Senior Officer with responsibilities for preparation of Human Resource Development Plan, Development of Capacity Development Programs, Implementation of Skills Development Programs in accordance with paragraph 6.5 of the above Circular .	compatible		
20	Responding to audit paragraphs			
20.1.	Corrected the deficiencies pointed out in the audit paragraphs issued by the Auditor General for the previous years.	compatible		