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செயல்திறன் மற்றும் கணக்குகள் அறிக்கை

Performance & Accounts Report

2022

දිස්ත්‍රික් ලේකම් කාර්යාලය - ගම්පහ

மாவட்ட செயலகம் - கம்பாஹா

District secretariat - Gampaha

<u>Annual Performance Report for the year 2022</u>

<u>District Secretariat Gampaha</u>

<u>Expenditure Head No - 256</u>

Contents

1 Instititutional Profile / Executive Summary

1.1 Introduction

Gampaha District was declared as a new district by the gazette notification dared 7th September 1978 published under section 3 of the Administrative District Act. Gampaha is an administrative area created by the division of Colombo District. It is a rectangular block with a length and width of 45 km which is bounded by the Ma Oya (Kurunegala and Puttalam Districts) in the north, the hills and valleys extending 100-200 meters in the East (Kegalle District), in the South by the Kelani River (Colombo District) and in the West Indian Ocean and the 45 km in length. The District Secretariat Gampaha,established at Agra Building in Bandiyamulla, functions as the headquarters.

The Gampaha District is comprised of five Koralas namely Siyane Koralaya East, Siyane Korale West, Aluthkuru Koralaya, Aluthkuru Korale South and Hapitigam Koralaya. It is known that the name Gampaha has been formed connecting the names of five villages, Medagama, Ihalagama, Pahalagama, Henarathgoda and Aluthgama. Gampaha District has an incomparable place in cultural, political and educational fields. District is located in the heart of the island's capital and international harbor, and bears distinctive position in the manufacturing industry-centered free trade zones, tourism, international airports, railways, highways, and electricity & telephone infrastructure.

The administrative district of Gampaha covers an area of 1,386.7 square kilometers (139,140 hectares) and is twice the size of the Colombo district. The district covers 38% of the total land area of the Western Province and 2.1% of the total land area of Sri Lanka. Located between 6 ° 54 "5 and 7 ° 20 North latitude and 79 ° 48.75 and 80 ° 13 ° East longitude.
Gampaha District is a worm and humid zone with minimum temperatures of 21.6 ° C and maximum temperature of 37 ° C. Average rainfall is around 1,750 mm (Henarathgoda 2,477 mm). Rain is received during inter monsoonal periods and during southwest monsoon. Between January and April, the district experiences a dry climate.

Wet zone vegetation areas and mangrove forests can be found in the Gampaha District due to the prevailing worm and humid weather conditions.

1.2 Vision, Mission and Goals of the Institution

Vision

Pioneer in public customer service.

Mission

Directing the Gampaha district towards sustainable development by creating an efficient administrative structure through effective resource management in accordance with government policies.

Role

Building a populist public service that meets the expectations of the people at the local and rural levels through good management in accordance with the government policies.

1.3 Key Functions

1. Administrative activities related to the 13 Divisional Secretariats and handling public complaints.

2. Managing the operations of the District Secretariat, Human Resource Management, Improving Physical Resources, Issuing Firearms, Recommendations for Firearms and Control of Dengue Epidemic.

3. Activities related to Food production, drug prevention and environmental protection.

4. Engage in the operations related to price control, small business development, productivity programs, disaster management.

5. Organizing and coordinating cultural and religious events.

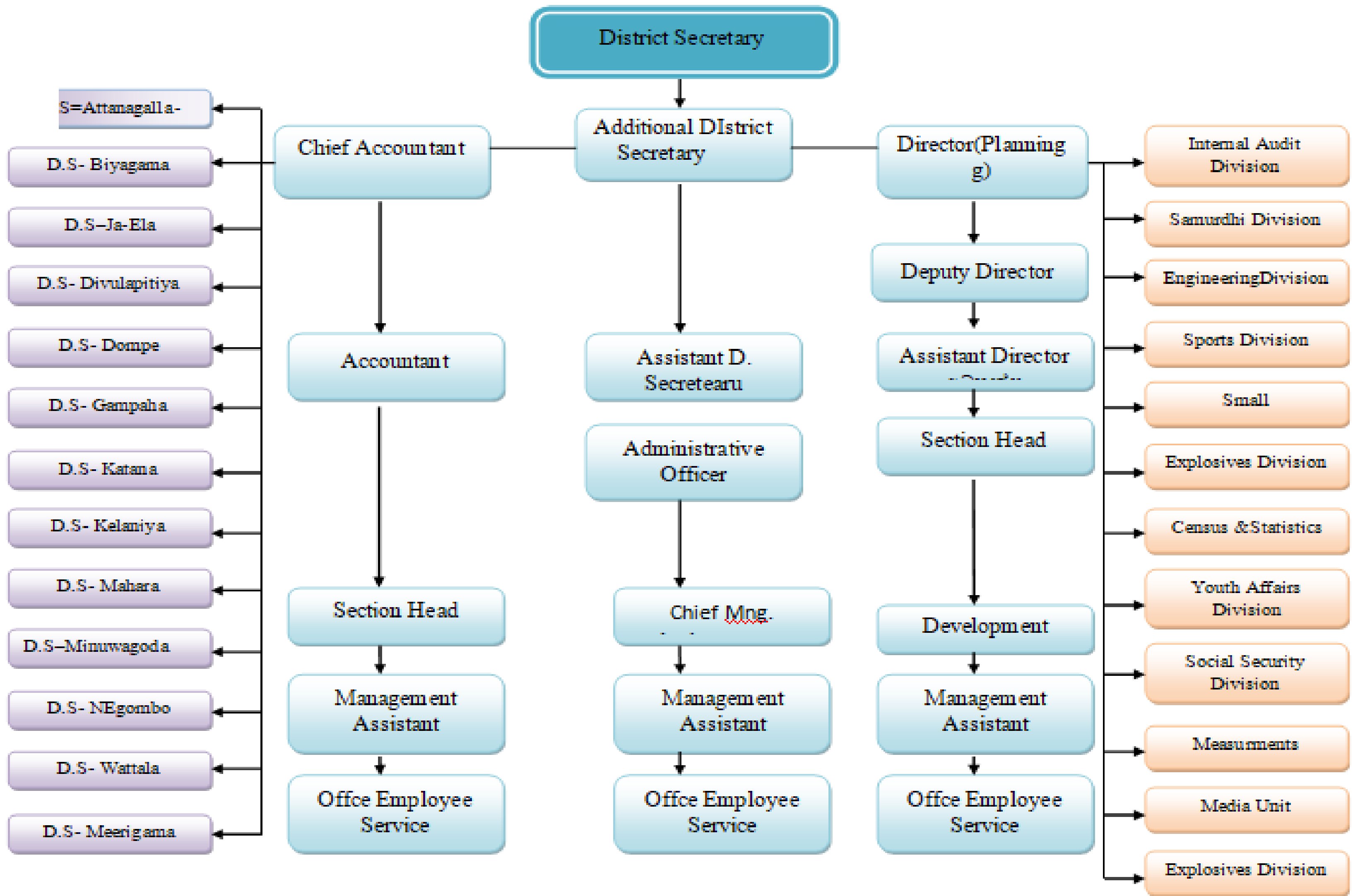
6. Management of projects under the approval of the District Secretary.

7. Maintaining Financial Management and Discipline under expenditure head no.256

8. Project implementation, monitoring and subsidies Progress Monitoriang of within the approved allocation limits.

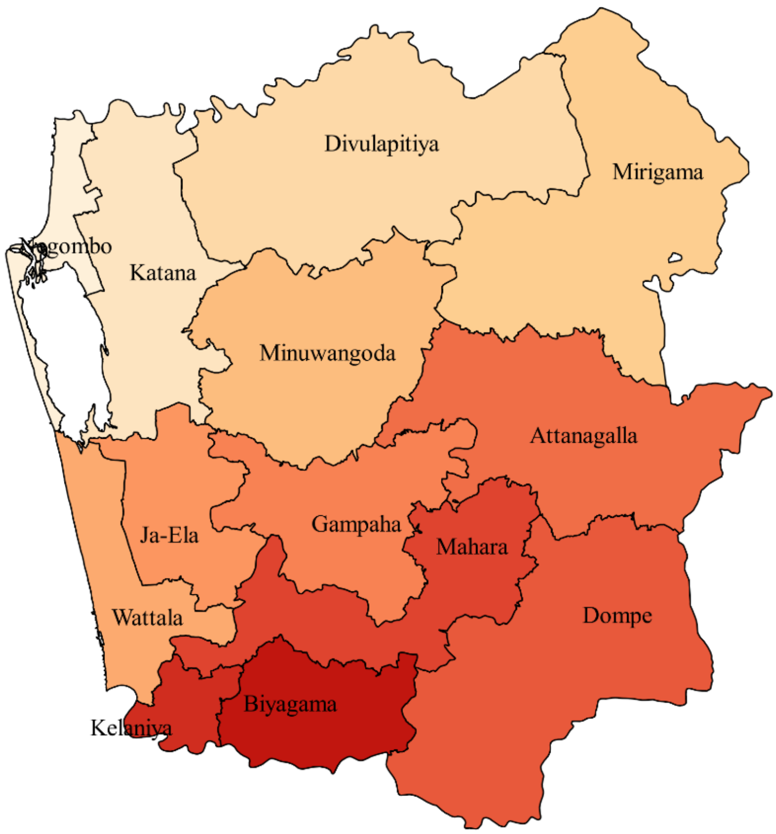
9. Directing, implementing, monitoring and controlling activities related to the continuous operation of the essential supply network to the public in emergency situations.

1.4 Organization Chart



1.5 Divisional Secretariats of the District Secretariat Gampaha

1. Divisional Secretariat Gampaha
2. Divisional Secretariat Divulapitiya
3. Divisional Secretariat Minuwangoda
4. Divisional Secretariat Meerigama
5. Divisional Secretariat Aththanagalla
6. Divisional Secretariat Katana
7. Divisional Secretariat Negombo
8. Divisional Secretariat Dompe
9. Divisional Secretariat Waththala
10. Divisional Secretariat Jaela
11. Divisional Secretariat Kelaniya
12. Divisional Secretariat Biyagama
13. Divisional Secretariat Mahara



2. Progress and Objectives

Special achievements, Challenges and Objectives

Even in the face of severe economic crisis in the country, aligning public opinion with the government decisions we all worked together to achieve district development goals.

In the year 2022, during the greatest economic crisis in the history of Sri Lanka, we took the lead in providing a service for the benefit of the public amid many challenges. It should also be mentioned that the challenge was successfully overcome together with the officers and the public who made immeasurable sacrifices for this task. I also pay tribute to the staff officers and staff of the District Secretariat who dedicated themselves to effective public service in the face of the difficult situation in the country, and to the Divisional Secretaries and staff of the 13 Divisional Secretariats who have who have consistently supported the process.

Despite the economic crisis in the country throughout the year 2022, we dedicated ourselves to public service and worked to complete a huge work by the end of the year. Among these programs, we distributed the rice and milk powder given to the country under Indian humanitarian aid to low-income families to encourage them by improvinh their living conditions. Under this, 231732 locally identified low-income families were provided with 10 kilos of rice each for free, and the free milk powder distribution program was successfully implemented for 31740 similar families. Moreover, 159,322 regular subsidized families such as Samurdhi Beneficiaries, Elderly Beneficiaries, Disabled Beneficiaries, Kidney Beneficiaries, centenary Beneficiaries etc. and 64839 pending beneficiary families representing all these sectors have been subsidized under this. In addition, we worked throughout the year 2022 to help the public by taking positive decisions from time to time to develop the livelihood of the people of the district.Under this, efforts were constantly made to empower the self-employed and provide support as a government to strengthen their economy.

The public sector took the lead in spreading organic agriculture in the district, which was started with the aim of realizing the green economic concept of freeing the people from the use of chemical fertilizers. We acted according to the policy decision taken by the government to limit the import of chemical fertilizers and with that we accepted the huge challenge of aligning the people to use organic fertilizers. It was entrusted to us, the officers of an agricultural district, to create the necessary environment to win that challenge.The use of organic fertilizers for agriculture was not very popular and a lot of effort had to be made to build the confidence of the farmers in relation to organic farming and make them familiar with it. For this, awareness workshops and training programs were implemented in collaboration with the District Agriculture Department to communicate practical as well as theoretical knowledge among them.

Maintaining a comfortable standard of living for the people is a must for citizen development. A public friendly environment should be prepared for this. With this goal in mind, we contributed to the development of the district through the Saubhagya Housing Development Program, which was started to realize the dream of a house for all.

Compared to the previous years, there was a lack of development projects in the year 2022.But in the year 2022, the biggest challenge we faced in carrying out those development tasks was the lack of fuel. With the economic crisis, all imports were restricted and transportation was difficult even for carrying out essential tasks. We managed the situation well and managed all the officers to contribute to the development.The support provided by the political authority for all these activities is also commendable.

Not only that, but as the main administrative body of the district, we worked responsibly to maintain the network of essential services provided for the public.We have always worked to build an environment where essential services can be easily reached for the benefit of the public.

Human resources play a leading role in the development of the district.For that purpose, the district secretariat officials understand the importance of performing the role of human resource alignment well, and we should remember the great contribution provided by the non-governmental organizations that work with us.In particular, we distributed dry food parcels to save low-income families from hunger, and encouraged low-income earners by transferring money to their personal accounts. In this way, by spending an amount around Rs.35,235,500.00, we worked together with non-governmental organizations to reduce the living burden of low-income people in Gampaha district to a certain level with the aim of securing their future.

Gampaha district took the lead among other districts due to the dedication made in this entire development process as well as to uplift the standard of living of the people, and for that we made decisions with the expectation of human and physical development.It should be gratefully apriciated that the President's Office, Prime Minister's Office, State Administration, Home Affairs, Provincial Councils and Ministry of Local Government have given immense contribution and support in all these tasks.

Furthermore, the construction of the new premises of the Gampaha District Secretariat, which is the main administrative center of Gampaha District, has reached its final stage in 2022 and the necessary activities to bring all institutions to the new building in 2023 have already been planned.Accordingly, all the institutions for public service will be located in one place and because public service can be provided more efficiently, the public will have the precious opportunity to perform many requirements in one premises in a minimum time.

At this moment when the country is gradually recovering from the economic crisis, we must work diligently to take Gampaha district to the maximum of development in order to move forward with pride as a country. As public servants, we must be patient, responsible and accountable, efficient and prudent in our efforts to build a self-sufficient nation and economy, and to revive the industrial, agricultural and service sectors. As such, we should act as proud public officials that we will always dedicate ourselves to provide an efficient and effective service for the benefit of the public and to take the country forward.

Saman Darshana Pandikorala
District Secretary/ Govt. Agent
Gampaha

3.Overall Financial Performance of the year

Overall Financial Performance for the Year ended 31st December2022

3.1 Statement of Financial Performance

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

ACA- ACA-

Budget (Current Year)		Note	Actual			
			Current Year		Previous Year	
-	Revenue Receipts		-		-	
-	Income Tax	1	-		-	ACA- 1
-	Taxes on Domestic Goods & Services	2	-		-	
-	Taxes on International Trade	3	-		-	
-	Non Tax Revenue & Others	4	-		-	
-	**Total Revenue Receipts (A)**		-		-	
-	**Non Revenue Receipts**		-		-	ඒසීඒ - 3
-	Treasury Imprests		6,515,052,920		10,019,244,949	ඒසීඒ - 4
-	Deposits		837,677,819		1,455,871,535	ඒසීඒ 5
-	Advance Accounts		103,574,347		104,535,109	
-	Other Receipts		-		-	
-	**Total Non Revenue Receipts (B)**		**7,456,305,086**		**11,579,651,593**	
-	**Total Revenue Receipts and Non Revenue Receipts C = (A) + (B)**		**7,456,305,086**		**11,579,651,593**	
	Remittances to Treasury(D)		**-**		**-**	ඒසීඒ - 2(11)
	Net revenue receipts and non-revenue receipts(E=(C)-(D)		**7,456,305,086**		**11,579,651,593**	
	Less :Expenditure					

-	**Recurrent Expenditure**		-		-	
1171500000	Wages, Salaries & Other Employment Benefits	5	1,208,122,532		1,110,115,964	ACA-2(11)
148100000	Other Goods and Services	6	143,843,593		130,764,736	
1624315000	Subsidies,Grants and Transfers	7	13,435,533		1,540,938,973	
-	Interest Payments	8	-		-	
-	Other Recurrent Expenditure	9	-		-	
2943915000	**Total Recurrent Expenditure (F)**		**1,365,401,658**		**2,781,819,673**	
	Capital Expenditure					
19000000	Capital Assets Rehabilitation & Improvement Capital Assets	10	15,741,832		15,948,713	ACA-2(11)
1104100000	Aquisition of Capital Assets	11	808,818,538		1,101,434,696	
-	Capital Transfers	12	-		-	
-	Aqusition of Financial Assets	13	-		-	
400000	Cpacity Building	14	369,484		303,505	ACA-4ACA-5
-	Other Capital Expenditure	15	410,495,256		-	
1123500000	**Total Capital Expenditure (F)**		**1,235,425,110**		**1,117,686,914**	
	Deposit Payments		1,100,856,436		1,041,341,479	
	Advance Payments		95,641,239		85,611,789	
	Other Main Ledger Account payments .		-		-	ACA-7
3899506587	**Main Ledger Expenditure (H)**		**1,196,479,675**		**1,126,953,268**	ACA-3
	Total Expenditure I= (F+G+H)		3,797,324,444		5,026,459,855	
-	Balance as at 31st December ඒ = (ඉ-එ)		3,658,980,642		6,553,191,738	
	Balance as per Imprest Reconciliation Statement		3,658,980,642		6,553,191,738	
	Impress Balance as at 31st December		7,425		7,425	

3.2 Statement of FinancialPosition

Statement of Financial Position As at 31st December 2022

	Note	Actual 2022 Rs	2021 Rs
Non Financial Assets Property Layout and Equipment	ACA-6	6,207,551,587	5,284,036,715
Financial Assets Advance Accounts Cash and Equivalents	 ACA5/5(ඇ) ACA-3	318,218,839 7,425	525,688,739 7,425
Total Assets		**6,525,777,851**	**5,809,732,879**
Net Assets /Equity Net Assets Property, Layout& Equipment Reserve Rent and Work Advance Reserve	 ACA-5(b)	 (657,270,855) 6,207,551,587 9,409,809	 (912,516,365) 5,284,036,715 208,946,602
Mobile Liabilities Deposits Accounts Imprest Balance	 ACA-4 ACA-3	 966,079,885 7,425	 1,229,258,502 7,425
Total Liabilities		**6,525,777,851**	**5,809,732,879**

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 7 to 43 and Annexures to accounts presented in pages from 44 to 67 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 Facial 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	Accounting Officer	Chief Financial Officer/ Chief Accountant/
Neel Bandara Hapuhinne	Saman Dharshana Pandikorala	V.D.S. Rodrigo
Secretary,	Government Agent/ District Secretary	Chief Accountant
Ministry of Public Administration,Home Affairs,	Gampaha Administrative District	District Secretariat
Provincial Councils and Local Government		Gampaha
Date : 21.02.23	Date : 20/02/2023	Date : 20th february 2023

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

Saman Dharshana Pandikorala
Government Agent District Secretary
Gampaha Administrative District

V.D.S. Rodrigo
Chief Accountant
District Secretariat
Gampaha.

3.3 Statement of Cash Flows

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

	Actual 2022 Rs	Reconciled 2021 Rs
Cash Flows from Operating Activities		
Total Tax Reciepts	-	-
Fees, Fines, Penalties andLicenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue collected for other Heads	724,211,532	513,360,531
Imprest Receipts	6,515,052,920	10,019,244,949
Recovery of Advances	156,088,139	147,288,102
Deposit Receipts	837,677,819	1,455,871,535
Total Cash generated from Operations (a)	**8,233,030,410**	**12,135,765,117**
Less – Cash disbursed for		
Personal Emoluments & Ioerating Payments	1,362,874,888	2,781,427,173
Subsidies & Transfer Payments	-	-
Expenditure for other Expenditure Heads	4,382,916,503	7,041,332,395
Imprest Settlement to Treasury	-	-
Advance Payments	150,957,473	153,977,156
Deposit payments	1,100,856,436	1,041,341,479
Cash flow disbursed for Operations (b)	**6,997,605,300**	**11,018,078,203**
NET CASH FLOW FROM OPERATINGACTIVITIES (C)=(a)-(b))	**1,235,425,110**	**1,117,686,914**

Cash Flows from Investing Activities		**-**
Interest	-	**-**
Devidends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Instrument Recoveries	-	-
	-	-
Cash flow generated from Investing Activities (d)	**-**	**-**
Less - Cash disbursed for:		
Purchase or construction of physical assets & acquisition of other investment	1,235,425,110	1,117,686,914
Total Cash flow disbursed for Investing Activities (e)	**1,235,425,110**	**1,117,686,914**
NET CASH FLOW FROM INVESTINGACTIVITIES (F)=(d)-(e)	**(1,235,425,110)**	**(1,117,686,914)**
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) – (f)	**0.00**	**0.00**
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received Deposit Receipts	-	-
Total Cash generated from Financing Activities (h)	**-**	**-**
Less = Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (i)	**-**	**-**
NET CASH FLOW FROM FINANCING ACTIVITIES (I)=(h)-(i)	**0**	**0**
Net Movement in Cash (k) = (g) -(j)	0	0
Opening Cash Balance as at 01st January	0	0
Closing Cash Balance as at 31st December	0	0

3.4 Notes to the Financial Statements

Notes

Object Code	Note	Provision					Expenditure			Net effect		
		Financing (code number)	Annual budget allocations	Supplementary Estimate Allocation	F.R.. 66/69 Transfers	Total net allocations	Expenditure in accordance with cash book	FR 208 by other Ministries / Departments (According to	Total Expenditure	Balance / (Excess)	Balance / (Excess) as% of the revised estimate	Reasons for the deference
			(1)	(2)	(3) (-)/+	(4)=(1)+(2)+(3)	(5)	(6)	(7)= (5)+(6)	(8)=(4)-(7)	(9)=(8)/(4) *100	
Recurrent Expenditure	-		131,900,000	-	-	131,900,000	118,624,165	-	118,624,165	13,275,835	10	-
Program (1)	-											
Program./Project./ sub project / Object Code												
Salaries, wages and other employee benefits classified by the Object Code	5											
Personal Emoluments	-											

1001 Salaries and Wages			47,000,000	-	-	47,000,000	44,426,686	-	44,426,686	2,573,314	5.48	Controlling the granting of No Pay leave, transfer and overtime of officers
1002 Overtime and Holiday Pay			3,800,000	-	-	3,800,000	2,995,239	-	2,995,239	804,761	21.18	
1003 Other allowances			23,527,000	-	-	23,527,000	21,148,275	-	21,148,275	2,378,725	10.11	Controlling the granting of No Pay leave, transfer of officers
			74,327,000	**-**	**-**	**74,327,000**	**68,570,200**	**-**	**68,570,200**	**5,756,800**	**7.75**	-
Other Goods and Services classified by the Object Code	**6**											
<u>Travel expenses</u>	**-**											
1101 Domestic			1,000,000	-	-	1,000,000	931,142	-	931,142	68,858	6.89	Control of granting Travel expenses
1102 **Foreign**												
Total (A)					**-**							

			1,000,000	**-**		**1,000,000**	**931,142**	**-**	**931,142**	**68,858**	**6.89**	**-**
<u>Supplies</u>	**-**											
1201 Stationery & Office Requisites			3,000,000	-	-	3,000,000	2,236,398	-	2,236,398	763,602	25.45	Control due to shortage of stationery
1202 Fuel			4,000,000	-	-	4,000,000	3,998,830	-	3,998,830	1,170	0.03	The balance less than 5%
1203 Food, Beverages and Uniforms			-	-		-	-	-	-	-	-	
1204 Medical Supplies			-	-	-	-	-	-	-	-	-	
1205 Other			800,000	-	-	800,000	454,838	-	454,838	345,162	43.15	supply control
Total (B)			**7,800,000**	**-**	**-**	**7,800,000**	**6,690,066**	**-**	**6,690,066**	**1,109,934**	**14.23**	
<u>Maintenance Expenditure</u>	**-**											
1301 Vehicle			4,500,000	-	-	4,500,000	2,950,360	-	2,950,360	1,549,640	34.44	Only essential vehicle repairs done
1302 Machinery and Plant			1,200,000	-	-	1,200,000	716,074	-	716,074	483,926	40.33	Only essential repairs done.

1303 Buildings and constructions			1,500,000	-	-	1,500,000	992,836	-	992,836	507,164	33.81	Only essential building repairs done.
Total (C)			**7,200,000**	**-**	**-**	**7,200,000**	**4,659,270**	**-**	**4,659,270**	**2,540,730**	**35.29**	**-**
<u>Services</u>	-											
1401 Transport												
1402 Postal and Communication			1,500,000	-	-	1,500,000	1,174,718	-	1,174,718	325,282	21.69	Control of telephone and postal expenses
1403 Electricity and Water			3,500,000	-	-	3,500,000	1,978,732	-	1,978,732	1,521,268	43.46	Electricity cut and controlled use of electricity.
1404 Rent & Local Taxes			300,000	-	-	300,000	244,587	-	244,587	55,413	18.47	Giving discounts
1406 Interest payment for leased vehicles.			-	-	-	-	-	-	-	-	-	
1408 Installment Payments for vehicles purchased under the operating lease system			-	-	-	-	-	-	-	-	-	
1409 Other			35,000,000	-	-	35,000,000	33,620,294	-	33,620,294	1,379,706	3.94	The balance less than 5%
Total (D)			**40,300,000**	**-**	**-**	**40,300,000**	**37,018,331**	**-**	**37,018,331**	**3,281,669**	**8.14**	**-**

Total cost for other goods and services (A+B+C+D)			**56,300,000**	**-**	**-**	**56,300,000** -	**49,298,810**	**-**	**49,298,810**	**7,001,190**	**12.44**	**-**
Transfers, Grants and Subsidies classified by Object Code	**7**											
<u>Transfers</u>	**-**											
1501 Welfare Programs			23,000	-	-	23,000	20,180	-	20,180	2,820	12.26	Control of other expenses
1502Retirement benefits			-	-	-	-	-	-	-	-	-	
1503Public Institutions			-	-	-	-	-	-	-	-	-	
1504 Development Subsidies			-	-	-	-	-	-	-	-	-	
1505 Subscription and Contribution Fee			-	-	-	-	-	-	-	-	-	
1506 Property Loan Interest to public Servants			1,000,000	-	-	1,000,000	734,975	-	734,975	265,026	26.50	Decrease in applying property loans
1507 Contribution to Provincial Councils			-	-	-	-	-	-	-	-	-	
1508 Other			-	-	-	-	-	-	-	-	-	
1509 Government Institutions (Other Operating Expenditure)			-	-	-	-	-	-	-	-	-	

Total						-						
Interest payments classified by Object Code	**8**											
1602 Interest Foreign Borrowings			-	-	-	-	-	-	-	-	-	
1603 Discounts on Treasury Bills and Treasury Bonds			-	-	-	-	-	-	-	-	-	
Total			-	-	-	-	-	-	-	-	-	
Other recurrent expenditure classified by Object Code	**9**					-						
1701 Losses and Write off			250,000	-	-	250,000	-	-	-	250,000	100.00	Not write off losses
1703 Implementation ofofficial Languages Policy			-	-	-	-	-	-	-	-	-	
Total			-	-	-	-	-	-	-	-	-	
Program (1)	-		-	-	-	-	-	-	-	-	-	
Sum of total recurrent expenses (Note5-9)			**131,900,000**	-	-	**131,900,000**	**118,624,165**	-	**118,624,165**	**13,275,835**	**10.07**	-
Capital Expenditure	**-**		**1,375,900,000**	**35,000,000**	-	**1,410,900,000**	**1,353,856,775**	-	**1,353,856,775**	**57,043,225**	**4**	-
Program (1)	-											
-	-											
Public Investment Expenditureclassified by Object Code												

Rehabilitation and Improvement of Capital Assets	**10**											
2001 Buildings and Construction			7,200,000	-	-	7,200,000	7,019,510	-	7,019,510	180,490	2.51	The balance less than 5%
2002 Machineries and Plant			4,000,000	-	-	4,000,000	3,979,223	-	3,979,223	20,777	0.52	The balance less than 5%
2003 Vehicle			8,000,000	-	-	8,000,000	4,743,099	-	4,743,099	3,256,901	40.71	Control of vehicle repairs
Total (A)			**19,200,000**	**-**	-	**19,200,000**	**15,741,832**	**-**	**15,741,832**	**3,458,168**	**18.01**	**-**
Acquisition of Capital Assets	**11**					-						
2101 Vehicles			-	-	-	-	-	-	-	-	-	-
2102 Furniture			2,000,000	-	-	2,000,000	1,991,275	-	1,991,275	8,726	0.44	The balance less than 5%
2103 Machinery and Plant			3,000,000	-	-	3,000,000	1,606,472	-	1,606,472	1,393,529	46.45	Control of capital expenditure as per Budget Circular No. 03/2022
2104 Building and Construction – Div.'s.			130,300,000	21,100,000	-	151,400,000	151,400,000	-	151,400,000	-	-	No balance

2104-1-1-2 Buidings and Constructions			640,000,000	13,900,000	-	653,900,000	653,820,792	-	653,820,792	79,208	0.01	The balance less than 5%
2105 Land and Land Improvements					-	-						
2106 Software Development			-	-	-	-	-	-	-	-	-	-
2108 Repayment of loan amount for leased vehicles			-	-	-	-	-	-	-	-	-	
Total(B)			**775,300,000**	**35,000,000**	-	**810,300,000**	**808,818,538**	-	**808,818,538**	**1,481,462**	**0.18**	-
Capital Transfers	**12**											
2201 Government Institutions			-	-	-	-	-	-	-	-	-	-
2202 Development Assisting			-	-	-	-	-	-	-	-	-	-
2203 Grants for Provincial Councils			-	-	-	-	-	-	-	-	-	-
2204 Foreign Transfers			-	-	-	-	-	-	-	-	-	-
2205 Capital Grants for Non Govt. Institutions			-	-	-	-	-	-	-	-	-	-
Total (C)			-	-	-	-	-	-	-	-	-	-
			-	-	-	-	-	-	-	-	-	-
Acquisition of FInancial Assets	**13**											
2301 Claim			-	-	-	-	-	-	-	-	-	-

Contribution												
2302 Lending			-	-	-	-	-	-	-	-	-	-
Total (D)			-	-	-	-	-	-	-	-	-	-
Skill Development	**14**											
2401 Staff Training			500,000	-	-	500,000	176,984		176,984	323,016	64.60	Control of staff Trainings
Total (E)			**500,000**	-	-	**500,000**	**176,984**	-	**176,984**	**323,016**	**64.60**	-
Other Capital Expenditure	**15**											
2501 Restructuring			-	-	-	-	-	-	-	-	-	-
2502 Investment			-	-	-	-	-	-	-	-	-	-
2503 Unexpected Services			-	-	-	-	-	-	-	-	-	-
256-1-1-8-2509-68			260,500,000	-	-	260,500,000	252,434,575	-	252,434,575	8,065,425	3.10	The balance less than 5%
256-1-1-8-2509-69			105,500,000	-	-	105,500,000	86,780,996	-	86,780,996	18,719,004	17.74	Suspension of capital expenditure as per Budget Circular No. 03/2022
256-1-1-8-2509-70			15,500,000	-	-	15,500,000	15,323,285	-	15,323,285	176,715	1.14	The balance less than 5%

256-1-1-8-2509-71			67,500,000	-	-	67,500,000	55,956,400	-	55,956,400	11,543,600	17.10	Suspension of capital expenditure as per Budget Circular No. 03/2022
Total (F)			**449,000,000**	-	-	**449,000,000**	**410,495,257**	-	**410,495,257**	**38,504,743**	**8.58**	-
<u>Program (1)</u>	-											
Total expenditure on public investments (A+B+C+D+E+F)			**1,244,000,000**	**35,000,000**	-	**1,279,000,000**	**1,235,232,610**	-	**1,235,232,610**	**43,767,390**	**3.42**	-
						-						
Sum of total expenditures (Note5-15)			**1,375,900,000**	**35,000,000**	-	**1,410,900,000**	**1,353,856,775**	-	**1,353,856,775**	**57,043,225**	**4.04**	-
						-						
256-1-2-0 <u>Recurrent Expenditure</u>	**-**		**1,262,100,000**	-	-	- **1,262,100,000**	**1,246,777,493**	-	**1,246,777,493**	**15,322,507**	**1.21**	-
- <u>Program (1)</u>	**-** -											
Program./Project./ sub project / Object Code												
Salaries, wages and other employee benefits classified by the Object Code	**5**											

Personal Emoluments	-											
1001 Salaries and Wages			762,000,000	-	-	762,000,000	760,450,915	-	760,450,915	1,549,085	0.20	The balance less than 5%
1002 Overtime and Holiday Pay			19,000,000	-	(3,000,000)	16,000,000	12,289,220	-	12,289,220	3,710,780	23.19	Control of Overtime
1003 Other allowances			379,000,000	-	(10,000,000)	369,000,000	366,812,196	-	366,812,196	2,187,804	0.01	The balance less than 5%
			1,160,000,000	-	**(13,000,000)**	**1,147,000,000**	**1,139,552,331**	-	**1,139,552,331**	**7,447,669**	**0.01**	-
Other Goods and Services classified by the Object Code	**6**											
Travel expenses	-											
1101 Domestic			18,000,000	-	4,000,000	22,000,000	21,658,344	-	21,658,344	341,656	1.55	The balance less than 5%
1102 Foreign			-	-	-	-	-	-	-	-	-	
Total (A)			**18,000,000**	**-**	**4,000,000**	**22,000,000**	**21,658,344**	**-**	**21,658,344**	**341,656**	**1.55**	**-**
	-											
1201 Stationery & Office Requisites			18,000,000	-	4,000,000	22,000,000	21,960,935	-	21,960,935	39,065	0.18	The balance less than 5%
1202 Fuel			11,000,000	-	-	11,000,000	10,603,694	-	10,603,694	396,306	3.60	The balance

												less than 5%
1203 Food, Beverages and Uniforms			-	-	-	-	-	-	-	-	-	
1204 Medical Supplies			-	-	-	-	-	-	-	-	-	
1205 Other			400,000	-	-	400,000	360,312	-	360,312	39,688	9.92	controling of Supply
Total (B)			**29,400,000**	**-**	**4,000,000**	**33,400,000**	**32,924,941**	**-**	**32,924,941**	**475,059**	**1.42**	**-**
<u>Maintanance Expenditure</u>	**-**											
1301 Vehicle			9,000,000	-	-	9,000,000	8,108,273	-	8,108,273	891,727	9.91	Only essential vehicle repairs done.
1302 Machinery and Plant			2,000,000	-	-	2,000,000	1,974,367	-	1,974,367	25,633	1.28	The balance less than 5%
1303 Buildings and constructions			2,000,000	-	-	2,000,000	1,951,768	-	1,951,768	48,232	2.41	The balance less than 5%
Total (C)			**13,000,000**	**-**	**-**	**13,000,000**	**12,034,407**	**-**	**12,034,407**	**965,593**	**7.43**	**-**
<u>Services</u>	**-**											
1401 Transport												
1402 Postal and Communication			4,500,000	-	2,000,000	6,500,000	5,908,033	-	5,908,033	591,967	9.11	Control of telephon e and

												postal expenses
1403 Electricity and Water			12,000,000	-		12,000,000	9,519,150	-	9,519,150	2,480,850	20.67	Limitatio n of office days
1404 Rent & Local Taxes			500,000	-	-	500,000	458,523	-	458,523	41,477	8.30	Giving discounts
1406 Interest payment for leased vehicles.						-						
1408 Installment Payments for vehicles purchased under the operating lease system			-	-	-	-	-	-	-	-	-	-
1409 Other			10,000,000	-	3,000,000	13,000,000	12,041,384	-	12,041,384	958,616	7.37	Control of other Expenses
Total (D)			**27,000,000**	**-**	**5,000,000**	**32,000,000**	**27,927,090**	**-**	**27,927,090**	**4,072,910**	**12.73**	**-**
Total cost for other goods and services (A+B+C+D)			**87,400,000**	**-**	**13,000,000**	**100,400,000** -	**94,544,783**	**-**	**94,544,783**	**5,855,217**	**5.83**	**-**
Transfers, Grants and Subsidies classified by Object Code	**7**											
<u>Transfers</u>	**-**											

1501 Welfare Programs			-	-	-	-	-	-	-	-	-	-
1502Retirement benefits			-	-	-	-	-	-	-	-	-	-
1503Public Institutions			-	-	-	-	-	-	-	-	-	-
1504 Development Subsidies			-	-	-	-	-	-	-	-	-	-
1505 Subscription and Contribution Fee			-	-	-	-	-	-	-	-	-	-
1506 Property Loan Interest to public Servants			14,500,000	-	-	14,500,000	12,680,379	-	12,680,379	1,819,621	12.55	Decrease in applying property loans
1507 Contribution to Provincial Councils			-	-	-	-	-	-	-	-	-	-
1508 Other			-	-	-	-	-	-	-	-	-	-
1509 Government Institutions (Other Operating Expenditure)			-	-	-	-	-	-	-	-	-	-
Total			**14,500,000**	**-**	**-**	**14,500,000**	**12,680,379**	**-**	**12,680,379**	**1,819,621**	**13**	**-**
Interest payments classified by Object Code	**8**		-	-	-	-	-	-	-	-	-	-
1602 Interest Foreign Borrowings			-	-	-	-	-	-	-	-	-	-

1603 Discounts on Treasury Bills and Treasury Bonds			-	-	-	-	-	-	-	-	-	-
Total			-	-	-	-	-	-	-	-	-	-
			-	-	-	-	-	-	-	-	-	-
Other recurrent expenditure classified by Object Code	**9**		-	-	-	-	-	-	-	-	-	-
1701 Losses and Write off			200,000	-	-	200,000	-	-	-	200,000	100	Failure to write off losses
1703 Implementation of official Languages Policy			-	-	-	-	-	-	-	-	-	-
Total			**200,000**	-	-	**200,000**	-	-	-	-	-	-
Program (1)				**-**	**-**		**-**	**-**	**-**	**200,000**	**100**	**-**
Other recurrent expenditure classified by Object Code	-		-	-	-	-	-	-	-	-	-	-

Sum of total recurrent expenses (Note 5-9)			**1,262,100,000**	**-**	**-**	**1,262,100,000**	**1,246,777,493**	**-**	**1,246,777,493**	**15,322,507**	**1**	**-**
<u>Capital Expenditure</u>	**-**											
<u>Program (1)</u>	-											
- Public Investment Expenditure classified by Object Code	-											
Rehabilitation and Improvement of Capital Assets	**10**											
2001 Buildings and Construction			-	-	-	-	-	-	-	-	-	-
2002 Machineries and Plant			-	-	-	-	-	-	-	-	-	-
2003 Vehicle						-						
Total (A)			-	-	-	-	-	-	-	-	-	-
Acquisition of Capital Assets	**11**											
2101 Vehicles			-	-	-	-	-	-	-	-	-	-
2102 Furniture			-	-	-	-	-	-	-	-	-	-

2103 Machinery and Plant			-	-	-	-	-	-	-	-	-	-
2104 Building and Construction –			-	-	-	-	-	-	-	-	-	-
2105 Land and Land Improvements			-	-	-	-	-	-	-	-	-	-
2106 Software Development			-	-	-	-	-	-	-	-	-	-
Total (B)			-	-	-	-	-	-	-	-	-	-
Capital Transfers	**12**											
2201 Government Institutions			-	-	-	-	-	-	-	-	-	-
2202 Development Assisting			-	-	-	-	-	-	-	-	-	-
2203 Grants for Provincial Councils			-	-	-	-	-	-	-	-	-	-
2204 Foreign Transfers			-	-	-	-	-	-	-	-	-	-
2205 Capital Grants for Non Govt. Institutions			-	-	-	-	-	-	-	-	-	-
Total (C)			-	-	-	-	-	-	-	-	-	-

Acquisition of FInancial Assets	**13**											
2301 Claim Contribution			-	-	-	-	-	-	-	-	-	-
2302 Lending			-	-	-	-	-	-	-	-	-	-
Total (D)			-	-	-	-	-	-	-	-	-	-
Skill Development	**14**											
2401 Staff Training			1,000,000	-	-	1,000,000	192,500	-	192,500	807,500	80.75	Control of Staff Trainings
Total (E)			**1,000,000**	**-**	**-**	**1,000,000**	**192,500**	**-**	**192,500**	**807,500**	**81**	-
Other Capital Expenditure	**15**					-						
2501 Restructuring			-	-	-	- -	-	-	-	-	-	-
2502 Investment			-	-	-	-	-	-	-	-	-	-
2503 Unexpected Services			-	-	-	-	-	-	-	-	-	-
2505 Procurement Preparations			-	-	-	-	-	-	-	-	-	-
2507 Research and Development			-	-	-	-	-	-	-	-	-	-
2509 Other					-	-			-			

			-	-			-	-		-	-	-
Total (F)			-	-	-	-	-	-	-	-	-	-
Program (1)	-					-						
Total Cost of Governmen Investments (A+B+C+D+E+F)			**1,000,000**	**-**	**-**	**1,000,000**	**192,500**	**-**	**192,500**	**807,500**	**80.75**	**-**
Sum of total costs (Note 5-15)			**1,263,100,000**	**-**	**-**	**1,263,100,000**	**1,246,969,993**	**-**	**1,246,969,993**	**16,130,007**	**1.28**	**-**

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Chief Finance Officer / Chief Accountant

Director (Finance)/ Commissioner (Finance)

Date - 2023. 02.22

ACA-3

Statement of Imprest Account for the year 2022

Ministry / Department / District Secretariat : Gampaha
Expenditure Head No. :256

Rs.

	Imprest Balance as at 1st January 2022			Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2022			Imprest Balance as at 31st December 2022 as per Entity Books	Imprest Balance as at 31st December 2022 as per Treasury Books
	1			2			3			4				
	Unsettled Sub Imprests	Unsettled Imprests (Excluding	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total	*5	6
	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(iii)	
	7,425.00	-	-	-	-	-	-	-	-	-	7,425.00	7,425.00	-	7,425.00
	-	-	-	6,515,052,920.00	1,468,337,308.47	7,983,390,228.47	7,983,390,228	-	7,983,390,228	-	-	-	-	-

1. 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 setlling the balances.
I hereby certify that the above information is true and correct.

....

Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 20/02/2023

V.D.S. Rodrigo
Chief Accountant
District Secretariat
Gampaha.

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

ACA -4

Statement of Deposit Accounts as at 31st December 2022

Expenditure Head No :256 **Ministry / Department / District Secretariat :Gampaha**

Rs.

Name o f 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--0-61	5,000	5,000	10,000	-	-
Tender Deposits	6000-0-0-2-79	80,000	245,025	160,025	165,000	165,000
Deposits Temporary Retained Payble to Third Parties	6000-0-0-13-49	10,223,183	230,185,254	221,850,345	18,558,091	18,558,091
Retention Money for Construction	6000-0-0-16-31	341,881,335	37,684,994	253,261,357	126,304,972	126,304,972
Compensation	6000-0-0-17-10	867,183,897	543,884,070	595,452,916	815,615,050	815,615,050
Temporary Retention for Statutory Payments	6000-0-0-18-39	9,885,087	25,673,477	30,121,792	5,436,772	5,436,772

*Only the relevant deposit numbers should be included.

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Chief Financial Officer /Chief Accountant/Director (Finance)
Commissioner (Finance)
Date : 20/02/2023

V.D.S. Rodrigo
Chief Accountant
District Secretariat
Gampaha.

Statement of Advance Accounts as at 31st December 2022

Expenditure Head No :256 **Ministry / Department / District Secretariat :Gampaha**

Rs.

Name of Advance Account	Advance Account Number	No. of Advance Accounts	Balance as at 1st January 2022 (1)	Maximum Limits of Expenditure Rs80,000,000 Debits during the year (2) In Cash	Through Cross Entries	Minimum Limits of Receipts Rs.80,000,000 Credits during the year (3) In Cash	Through Cross Entries	Maximum Limits of Debit Balance Rs.380,000,000 Balance as 4=(1)+(2)-(3)	Maximum Limits of Liabilities Rs…….	Balance as per Treasury Books as at 31st December 2022
(1) Advance to Public Officers	256011	1	316,742,137	78,216,870	-	84,799,515	-	310,159,493		310,159,493
	256012	1	-	-	17,424,369	-	18,774,832	(1,350,463)		(1,350,463)
(2) Other Advances										
(3) Miscellaneous Advances										
			316,742,137	78,216,870	17,424,369	84,799,515	18,774,832	308,809,030	-	308,809,030

…………………………………………………………………

Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 20/02/2023

V.D.S. Rodrigo
Chief Accountant
District Secretariat
Gampaha.

ACA- 5(a)

Statement of Rent and Work Advance Accounts as at 31st December 2022

Expenditure Head No :256 **Ministry / Department / District Secretariat :Gampaha**

Advance Number	Project Description	Paid Date	Voucher No.	Paid Amount (Rs.)	Balance as at 01.01.2022 (Rs.)	Recoveries During the Year 2022		Balance as at 31.12.2022(Rs.)
						For Previous Year	For Current Year	
(1) Rent Advance Eg. 9188-250-0-1-0-1	-	-	-	-	-	-	-	-
Total (a)	-	-	-	-	-	-	-	-
(2) Work Advance Eg.								
9188-256-0-2-0-5-0	Construction of New Building for District Secretariat				181,760,836	181,760,836	-	-
9188-256-0-2-0-7-0	Construction of new building of the ja-ela divisional Secretariat				15,275,415	15,275,415	-	-
9188-256-0-2-0-8-0	Construction of new building of the wattala divisional Secretariat				11,910,351	2,500,542	-	9,409,809
Total (b)					**208,946,602**	**199,536,793**	-	**9,409,809**
Grand Total (a)+(b)					**208,946,602**	**199,536,793**	-	**9,409,809**

....

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

Date : 20/02/2023

V.D.S. Rodrigo
Chief Accountant
District Secretariat
Gampaha.

Statement of Rent and Work Advance Reserve Accounts as at 31st December 2022

Expenditure Head No :256 **Ministry / Department / District Secretariat : Gampaha**

Advance Number	Project Description	Balance as at 01.01.2022 (Rs.)	During the Year 2022		Balance as at 31.12.2022 (Rs.)
			Recoveries (Dr.)	Paid (Cr.)	
		(1)	(2)	(3)	4=1+3-(2)
(1) Rent Advance		-	-	-	-
Total (a)		-	-	-	-
(2) Work Advance					
9189-256-0-2-0-5-0	New office Building in district secretariate office	181,760,836	181,760,836	-	-
9189-256-0-2-0-7-0	New office Building in divisional secretariate office - ja-ela	15,275,415	15,275,415	-	-
9189-256-0-2-0-8-0	New office Building in divisional secretariate office - wattala	11,910,351	2,500,542	-	9,409,809
Total (b)		208,946,602	199,536,793	-	9,409,809
Grand Total (a)+(b)		208,946,602	199,536,793	-	9,409,809

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

Date : 20/02/2023

V.D.S. Rodrigo
Chief Accountant
District Secretariat
Gampaha.

Cumulative Non Financial Asset Accounts Report- Central Govt-2022

FINAL New CIGAS 2022 FINAL

Land-9153:	980,162,000.00	Table:	SA 82
Building- 9151:	918,056,905.80	Year:	2022
Machinary-9152:	521,147,318.09	Rpt Date	4/19/2023 1:19:22 PM
WIP-9160:	3,788,185,362.96	Head	256
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	29,216,359.89	0.00	0.00	0.00	0.00	29,216,359.89
		Quarters	****6111107	29,216,359.89	0.00	0.00	0.00	0.00	29,216,359.89
9151	1.2-Non Residential Building		61112	817,752,413.21	81,088,132.70	0.00	0.00	10,000,000.00	888,840,545.91
		Office Building	****6111201	817,752,413.21	81,088,132.70	0.00	0.00	10,000,000.00	888,840,545.91
9160	1.4-WIP-Building & Structure		61114	2,970,964,571.26	0.00	12,000,000.00	812,038,944.21	6,818,152.51	3,788,185,362.9
		WIP-Building & Structure	****611140	20,041,976.26	0.00	0.00	0.00	0.00	20,041,976.26
		Office Building	****611148	2,950,922,595.00	0.00	12,000,000.00	812,038,944.21	6,818,152.51	3,768,143,386.7
9152	2.1-Transport Equipment		61121	200,478,000.00	3,839,800.00	0.00	0.00	0.00	204,317,800.00
		Passenger vehicle	****6112101	108,740,000.00	0.00	0.00	0.00	0.00	108,740,000.00
		Cargo vechicle	****6112102	84,542,000.00	3,839,800.00	0.00	0.00	0.00	88,381,800.00
		Agricultural vehicle	****6112103	6,996,000.00	0.00	0.00	0.00	0.00	6,996,000.00
		Motor cycle	****6112109	200,000.00	0.00	0.00	0.00	0.00	200,000.00
9152	2.2-Other Machinary & Equipment		61122	315,144,672.78	3,085,241.55	0.00	3,597,746.00	4,998,142.24	316,829,518.09
		Office Equipment	****6112201	47,970,046.53	571,807.12	0.00	1,633,532.00	1,506,455.13	48,668,930.52
		Computer Equipment	****6112202	92,249,486.75	2,180,800.00	0.00	987,700.00	2,637,052.99	92,780,933.76
		Electrical Equipment	****6112203	734,950.13	16,750.00	0.00	4,740.50	26,550.00	729,890.63
		Communication Equipment	****6112204	10,808,869.50	16,350.00	0.00	147,550.00	371,500.00	10,601,269.50
		Furniture	****6112205	160,988,952.87	299,534.43	0.00	824,223.50	442,684.12	161,670,026.68
		Medical Equipment	****6112207	413,535.00	0.00	0.00	0.00	13,900.00	399,635.00
		Sports equipment	****6112208	46,000.00	0.00	0.00	0.00	0.00	46,000.00
		Paintings Sculptures & other Antiques	****6112209	27,270.00	0.00	0.00	0.00	0.00	27,270.00
		Books Periodical & Journals	****6112210	3,600.00	0.00	0.00	0.00	0.00	3,600.00
		Industrial & Manufacturing Equipment	****6112212	14,310.00	0.00	0.00	0.00	0.00	14,310.00
		Construction Eqipment	****6112213	261,802.00	0.00	0.00	0.00	0.00	261,802.00
		Defence Equipment	****6112215	1,511,000.00	0.00	0.00	0.00	0.00	1,511,000.00

		Agricultural & Dairy Farm Equipment	****6112216	60,350.00	0.00	0.00	0.00	0.00	60,350.00
		Fire Protection Equipment	****6112217	54,500.00	0.00	0.00	0.00	0.00	54,500.00
9153	4.1-Land		61410	954,902,000.00	25,260,000.00	0.00	0.00	0.00	980,162,000.00
		Land	****614100	954,902,000.00	25,260,000.00	0.00	0.00	0.00	980,162,000.00

REMARKS

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ACA-7

Statement of Imprest Reconciliation

Revenue Collected by **Other Entities** on behalf of **Reporting Entity**	-	
Expenditure incurred by **Reporting Entity** on behalf of **Other Entities**	4,382,916,503	
Debits made to Advance "B" Account on behalf of **Other Entities**	56,083,413	
Credits made to Advance "B" Account by **Other Entities**	15,438,374	4,454,438,290
Less:		
Revenue Collected by **Reporting Entity** on behalf of **Other Entities**	724,211,532	
Expenditure incurred by **Other Entities** on behalf of **Reporting Entity**	2,526,770	
Credits made to Advance "B" Account on behalf of **Other Entites**	67,952,166	
Debits made to Advance "B" Account by **Other Entities**	767,180	795,457,648
Imprest Adjustment Balance as at 31st December 2022		**3,658,980,642**

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

3.5 Performance of the Revenue Collection

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Original	Final
1003-07-02	Registration fee of the Registrar General			88,957	-
1003-07-03	Private timber transportation charges			805	-
1003-07-05	Firearms and Explosive License Fees			2,927	-
1003-07-99	Other charges	11,500	8,500	7,458	88%
2002-01-01	Renting government buildings	900	900	1,755	195%
2002-02-99	Other Income	16,000	20,000	20,269	101%
2003-99-00	Other receipts	7,000	5,000	8,210	164%
2003-02-99	Miscellaneous	8,500	5,000	18,190	364%
2003-02-03	Identity card fees			31,649	-
2003-02-13	Examination and other fees			58	-
2003-02-14	Charges under the Motor Traffic Act			454,333	-
1003-07-04	Tax revenue on motor vehicle sales			-	-
2003-04-00	Provision of Motor Bikes to Public Officers			-	-
2004-01-00	Recharge of widows '& orphans' pension			89,201	-
1002-07-00	Stamp Duty for Explosive License Fees			152	-
2006-02-01	Capital Asset Income (Vehicles)			-	-
2006-02-02	Capital Asset Income (Other)			244	-
1003-07-09	Carbon tax				-
2003-07-00	Government Paddy Purchasing Program				-
	Total			**724,211**	

3.6 Performance of the Utilization of Allocations

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation Original
	Original	Final		
Recurrent	1,394,000	1,394,000	1,365,401	98%
Capital	1,245,000	1,280,000	1,235,425	97%

3.7 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	Miniarey/ Department allocation recieved	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
101	Ministry of Buddhasasana, Culturala and Religious Affairs	Program and Project Expenditure	2,037,500	2,037,500	2,034,410	100%
102	Ministry of Finance, Economic Stabilization and National Policies	Recurrent Expenditure	5,495,583	5,495,583	5,299,884	96%
103	Disaster Management Division Ministry of Defence	Recurrent Expenditure	61,960,027	61,960,027	61,760,678	100%
110	Ministry of Justice, Prison Affairs and Constitutional Reforms	Program and Project Expenditure	25,220,790	25,220,790	24,689,102	98%
111	Ministry of Health – Indigenous Medicine Division	Recurrent Expenditure	7,252,343	7,252,343	7,243,823	100%
117	Ministry of Trnsport and Highways	Recurrent Expenditure	83,300	83,300	83,300	100%
118	Ministry of Agriculture	Recurrent and Capital Expenditure	154,701,718	154,701,718	154,598,039	100%
122	Ministry of Tourism and Lands	Recurrent and Capital Expenditure	20,433,561	20,433,561	20,377,320	100%
126	Ministry of Industris	Recurrent Expenditure	2,986,807	2,986,807	2,895,707	97%
	Ministry of Education	Recurrent Expenditure	535,236	535,236.00	434,054.00	81%

130	Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government	Recurrent Expenditure	917,096,695	917,096,695	914,582,607	100%
149	Ministry of Industries	Recurrent Expenditure	441,651	441,651	420,437	95%
151	Ministry of Fisheries	Recurrent Expenditure	762,627,500	762,627,500	761,040,000	100%
160	Ministry of Environment	Recurrent and Capital Expenditure	7,601,820	7,601,820	7,445,820	98%
161	Ministry of Wild Life and Forest	Program Expenditure	98,445	98,445	98,445	100%
171	Ministry of Women & Children Affairs, and Social Empowerment	Recurrent and Program Expenditure	1,443,865,079	1,443,865,079	1,431,149,290	99%
186	Ministry of Technology	Program Expenditure	748,076	748,076	677,966	91%
189	Ministry of Public Security	Recurrent / Program Expenditure	663,660	663,660	659,460	99%
193	Ministry of Labour and Foreign Employment	Recurrent Expenditure	1,639,921	1,639,921	1,560,119	95%
194	Ministry of Youth and Sports	Recurrent and Capital Expenditure	17,885,698	17,885,698	17,753,725	99%
201	Department of Buddhist Affairs	Recurrent Expenditure	54,546,475	54,546,475	54,477,255	100%
202	Department of Muslim Religious And Cultural Affairs	Recurrent Expenditure	31,940	31,940	31,690	99%
203	Department of Christian Religious Affairs	Program Expenditure	220,300	220,300	218,900	99%
206	Department of Cultural Affairs	Recurrent / Program Expenditure	3,774,468	3,774,468	3,750,485	99%
210	Department of Government Information	Recurrent Expenditure	187,107	187,107	184,476	99%
216	Department of Social Services	Recurrent / Program Expenditure	14,621,928	14,621,928	14,444,459	99%

217	Department of Probation and Child Care Services	Recurrent / Program /d Capital Expenditure	5,001,967	5,001,967	4,687,753	94%
219	Department of Sports Development	Recurrent / Program Expenditure	1,549,376	1,549,376	1,547,908	100%
226	Department of Immigrations and Emigrations	Capital Expenditure	7,709,532	7,709,532	7,544,971	98%
227	Department of Registration of Persons	Recurrent Expenditure	17,730,123	17,730,123	17,421,479	98%
247	Sri Lanka Customs Department	Capital Expenditure	658,029	658,029	556,192	85%
252	Department of Census and Statistics	Recurrent Expenditure	1,209,630	1,209,630	1,169,416	97%
253	Department of Pensions	Recurrent Expenditure	343,567,858	343,567,858	342,517,471	100%
286	Department of Land Commissioner General	Recurrent Expenditure	29,500	29,500	18,580	63%
303	Drpartment of Handloom	Recurrent Expenditure	7,813,500	7,813,500	7,473,000	96%
307	Department of Motor Traffic	Recurrent and Capital Expenditure	2,838,664	2,838,664	2,691,970	95%
326	Department of Community Based Corrections	Recurrent Expenditure	18,000	18,000	18,000	100%
327	Department of Land Use Policy Planning	Recurrent and program Expenditure	914,234	914,234	907,884	99%
328	Department of Manpower and Employment	Program and recurrent Expenditure	1,131,194	1,131,194	1,048,980	93%
334	Department of Multipurpose Development	Recurrent Expenditure	551,414,303	551,414,303	506,291,218	92%
422	State Ministry of Dhamma Schools, Piriven and Monks Education	Program Expenditure	500,000	500,000	500,000	100%
Total					**4,382,916,503**	

3.8 Performance of the Reporting of Non-Financial Assets

Rs.000

Assets Code	Item	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 a %
9151	Buildings and Structures	918,056	918,056	-	100%
9152	Plants	521,147	521,147	-	100%
9153	Land	980,162	980,162	-	100%
9154	Intangible Assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Ongoing works	3,788,185	3,788,185	-	100%
9180	Leased assets	-	-	-	-

3.9 Audito General's Report

Please refer Page No.45 to Page No. 65 in Sinhala Performance Report

4. Performance Indicators

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

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100%-90%	**75%-89%**	**50%-74%**
Rehabilitation and Improvement	-	82%	-
Acquisitions	100%	-	-
Other capital expenditures	91%	-	-
Total			**-**

5. Performance of the achieving Sustainable Development Goals (SDG)

5.1 Identified relevant Sustainable Developments Goals

Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%-49%	50%-74%	75%-100%
Winding-up all forms of povertyin all areas	Reducing the proportion of men, women and children of all ages suffering from all forms of poverty at least by half in line with national definitions	• The proportion of people living below the national poverty line by sex and age • The proportion of all age groups, including men, women and children living in all dimensions of poverty in line with national definitions,			
	Implementation of nationally applicable social security measures for all persons, including lower-level people, and cover poverty and vulnerable groups by 2030	Proportion of the population covered by Social Security Schemes/ Measures			
	Improving Resilience of the poor and those at riskand reducing their exposure to economic, social and environmental harm and disasters and the harmful effects of weather conditions by 2030,	The number of people who decease, disappear and are directly affected by natural disasters per 100,000 of the population			

Promotion of sustainable agriculture by eliminating hunger, achieving food security and good nutrition	Eradicate hunger and ensure that the poor and vulnerable populations, including infants, have access to safe, nutritious food throughout the year, by 2030	Malnutrition Project			
	Addressing the nutritional needs of adolescent girls, pregnant mothers, feeding mothers and older persons eliminate all forms of malnutrition by 2030 Including achieving the internationally agreed goals regarding stunting and wasting for children under 5 by 2025	Prevalence of stunting in children less than 5 years of age. (In accordance with the WHO child development standards, <- 2 standard deviation of average the height of the age)			
Ensuring a healthy life and Promoting the welfare of all age groups	Reduce by 1/3 of deaths from non-communicable diseases by 2030 and promote mental health and wellbeing	• Deaths due to cardiovascular disease, cancer, diabetes or chronic diseases • Number of deaths due to suicide			
	Strengthening Measures and Treatments to Prevent Harmful Alcohol and Dangerous Drug Abuse	Per capita alcohol consumption among persons 15 years of age or older within a period of one year			
Ensuring a comprehensive, equitable quality education and providing opportunities for all to learn for a lifetime	Ensure the provision of quality early childhood development for all girls and boys by 2030	The proportion of children under 5 years of age who have undergone a good developmental in the areas of Education and Psychology			
	Establishment of educational facilities	Provision of electricity, drinking water and other infrastructure facilities			
Water and sanitation facilities for all and ensuring	By the year 2030, all people will have access to safe, affordable drinking water	Proportion of the population using Safely Managed Drinking Water Supply Services			

sustainable management	By 2030, all people will be able to enjoy equal hygiene and sanitation facilities.	The proportion of the population who use safe-managed sanitation services			
Ensuring affordable, reliable, sustainable and modern energy supply for all	Ensure that everyone has access to reliable, modern energy sources for affordable price. by 2030	The proportion of the population with electricity supply			
	To Increase the share of renewable energy in the world energy sources by 2030	The portion of renewable energy from total final energy consumption			
enhancing perfect and sustainable economic growth and promotion of full and productive employment for all	Providing effective suitable employment opportunities for all women and men by 2030, including persons with disabilities and youth	• Earnings per hour based on various factors • Unemployment			
Building strong infrastructure, promotion of perfect and sustainable industrialization and encourage innovation	Develop high quality, reliable, sustainable and disaster resilient infrastructure	The proportion of the rural population living within a distance of 2 km on a road that can be used your-round.			
	improving financial services, access to credit and opportunities for small businesses and other enterprises and integrating those enterprises into value chains and market chains	Small scale production as a proportion of the total production value			
Making cities and settlements perfect, safe, solid and sustainable	Ensuring access to adequate, safe and affordable housing and basic services for all by 2030 and improving shanties	Population living in slums, informal settlements or inadequate housing			
	Preservation and protection of natural and cultural heritage	Total per capita expenditure for the protection and preservation of natural and cultural heritage			

Ensuring sustainable consumption and production pattern	Prevention of the waste generation, Reduction and Recycling by 2030	Recycling speed, Number of Tons			
Prompt action on climate change and its impacts	Strengthening the resilience and ability to face weather disasters and natural disasters	Number of deaths, disappearances and direct impacts due to sudden disasters out of 100,000 persons			

5.2 Achievements and challenges in Sustainable Development Goals

"Development that meets the needs of the present without compromising the ability of future generations to meet their own needs" is the best definition of sustainable development.. This is an established element in environmental development, social justice and economic development. For the sake of public welfare alone, the above social, environmental and economic indicators should be approached in a well-coordinated way to achieve sustainable prosperity. In that approach, it is our responsibility as public officials to have a strong foundation to move forward in the midst of problems, obstacles and challenges.

Sustainable development is an embodiment of human development. In order to protect the future of the human resource of a country, the staff of the District Secretariat should constantly dedicate themselves to the heavy task of keeping them well trained and on the verge of success. This will create a public friendly environment.

Trhough district development. tasks such as liberating the public from poverty, reducing nutritional deficiencies and taking them to a better nutritional level, creating a suitable environment for providing good education, socializing a healthy generation through the development of health and welfare facilities, as well as providing facilities for agricultural development, the journey towards sustainable development can be accelerated

As officials, we should work to encourage the public to create a generation that is self-sufficient in food, to bring a self-sustaining economy to the people, and to create a food habit that is free from poison.. For this, the support provided through the establishment of Youth Agricultural Associations and the initiation of the “Soubhagya” Production Villages program should be appreciated. By doing agriculture as a self-employment, the environment will be created for the people to prepare a nutritious diet as well as a diet free of toxic chemicals. This is another achievement of sustainable development.

With a healthy and safe human resource, the productive work of the country can be done efficiently and effectively. And for the development of human resources, we must commit ourselves to implement a cultural program to keep them happy and relaxed. Mental freedom and fitness can be provided through folk sports, art festivals, as well as adult festivals and children's clubs. It can be expected to enrich the human resource. This is also a factor affecting sustainable development.

By following the saying "Reading makes man complete", it is possible to get new information, knowledge and skills by making everyone accustomed to reading. For that purpose, by providing trilingual books to libraries and improving the facilities to acquire knowledge, the contribution that can be made by educational development to sustainable development has been provided.

Drug prevention is very helpful in creating a mentally as well as physically healthy person. For that, anti-drug programs and drug prevention programs are very important. To eliminate drugs from the society and to reduce the addiction, we made a commitment to create a drug-free society by educating young and old people as well as school students.

New entrepreneurs can be encouraged through encouragement and counseling to start innovative businesses. We are organizing programs to guide the public, develop business knowledge through providing business ideas, and train business personnel for investment. This goes beyond business development and paves the way for national development and sustainable development.

Among the services performed by the district secretariat under sustainable development, provision of nutritional allowance for pregnant mothers, establishment of adult day care centers, children's social monitoring programs as well as occupational training programs have an important place. All these activities are expected to bring about regular human development in the district.

Apart from this, we are also committed to providing electricity, drinking water and other infrastructure facilities in the district, as well as formalizing the informal settlements and creating an environment suitable for living. Furthermore, we as the District Secretariat have been constantly working to develop the district by protecting the natural and cultural heritage as well as creating the environment necessary to build a self-sufficient nation by protecting the national heritage.

Facing the severe economic crisis in the country, as a public institution, we worked dedicatedly as a responsible institution to provide services for the public without hesitation and to provide more benefits for the public. While successfully completing many activities, we had to reach our goals with hard work and challenges. In the year 2022, when it was difficult to carry out all activities due to the shortage of fuel in the country, we took the lead to fulfill the development work needed by the country without hesitation by managing the problem well. It should be mentioned here that we have worked to provide the necessary contribution to place the Gampaha district in a high position as a district, completing a revolutionary journey on the path of sustainable development by identifying the people's needs well and fulfilling their essential tasks without deterioration. .

6. Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
Senior	16	17	01 (Excess)
Territory	05	02	03(Vacant)
Secondary	91	109	07 (Vacant) 25 (Excess)
Primary	23	14	09 (Vacant)

****** Vacancies in Primary Service category filled by Multi-purpose Development Assistants.

***** including the Covid 19 Relief Services Development Officer and the 11 newly appointed Development Officers proposed by the Ministry of Home Affai

6.2 ** how the shortage or excess in human resources has been affected to the performance of the institute

The number of employees in an organization is a major factor affecting the performance of that organization. But the quantitative calculation is not very reasonable because the quantity does not matter if the quantity of human resource is not at a constant level.Human resources are the forerunners of a country's development. The dynamic attitudes and behaviors of human resources greatly affect the development of a country. If someone performs his duties with great courage and dedication, but another person performs his duties lazily, the organizational decline will occur.Therefore, the direct contribution, efficiency and commitment of the human resource can always lead to the achievement of the organizational work.Especially by increasing the productivity of organizational human resources, active individuals are created and can achieve effective results through their positive and service-oriented style. Achieving a very high level of quality with low inputs is the productivity and for that motivation the human resource is the responsibility of the organization's top management. With proper supervision and judicious planning, more output can be obtained from employees. From that, the organizational performance results can be raised and an example can be provided as a useful institution for the country.. Further, greater benefits can be achieved through upskilling the human resource and sharpening the attitudes of the workforce with knowledge, attitudes and skills. An officer can think freely, express opinions and make plans in his professional life only if there is no oppressive situation in the work environment. But in an organization with a very low number of employees, when the amount of duties assigned to one officer increases, the aforementioned ability to work freely will be lost. Therefore, availability of officers to the extent of work is a very important factor in the successful completion of organizational tasks. Many organizations are facing problems due to excess recruitment to existing staff. When there are more officers in decision-making and directing personnel for development work, instead of increasing efficiency, employee conflicts and ideologies will slow down organizational performance. In the presence of excess of employees, they may try to implement their own ideologies without paying much attention to the violation of organizational rules and there will be obstacles to go to the main organizational goal.Therefore, the heads of institutions should work to increase public goodwill by managing human resources well so that the institution is not a burden. It is the human resource that collects all the resources and makes general decisions in order to achieve the goals of a certain country, institution, or organization.Therefore, human resource has a special place in the production process and service provision compared to other resources. Successful organizational progress can be expected by managing human resources in a moderate manner.

6.3 Human Resourses Development

Allocations	Name of the Program	No. of staff trained	Duration of the program	No of Work shops	Total Investment (Rs’000)		Nature of the Program (Abroad/Local)	Output/ Knowledge Gained
					Local	Foreign		
Training Expenditure Head of the District Secretariat	Training Program for Candidates Appearing for the 2022 Efficiency Break Exam through District Secretariat Gampaha	20	01 day	1	11,670.00		Local	Accomplished to the best to meet the requirement.
		20	01 day	1			Local	
		20	01 day	1			Local	
Non Government Organizations (World Vision)	Capacity Training Program for Field Officesr	131	01 day	1	523, 915.00		Local	Developing the performance of officers who show minimum performance at each level
		124	01 day	1			Local	
		142	01 day	1			Local	

Training Expenditure Head of the District Secretariat	Training program for District Secretariat and Divisional Secretariat officers * Store keeping and inventory control *Pension Payment Process *Maintenance of office procedures and files	190	01 day	1	117,960.00		Local	It was done in the best possible way to suit the need with the primary objective of increasing the organizational productivity.
		192	01 day	1			Local	
		188	01 day	1			Local	
		178	01 day	1			Local	

<u>How the training program contributes to the performance of the organization</u>

Training programs are a great help for the officer himself to identify how to develop skills and abilities through the scope assigned to him and to overcome weaknesses and provide an efficient service to the organization.

Since the world is constantly changing through creative people, the training programs are expected to create a group of creative officers who can think of something outside of the monotonous work environment and perform it properly.The training programs are expected to explain to the officers the importance of thinking about alternatives in problem solving, the value of mastery through the practical activities carried out during the training programs, and to to develop the ability to impartially assess issues and reach more accurate conclusions in a problematic situation.

Listening to the opinions of others, presenting their opinions correctly, clearly, simply and cordially, presenting their opinions without offending others, as well as developing the ability to express their opinions fearlessly about matters that they do not accept and do not agree with. And it is also expected that friendship, friendliness, support and mutual respect are important in building inter-community relations.

07.Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation if not Compliance with	Corrective actions proposed to avoid non-compliance in future
1	**The following Financial statements/accounts have been submitted on due date**			
1.1	Annual financial statements	Complied with		
1.2	to public officers' Advance account	Complied with		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Others	-		
2	**Maintenance of books and registers (FR445)/**			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/201 8	Complied with		
2.2	Personal emolument register/ Personal emoluments cards has been maintained and updated	Complied with		
2.3	Register of Audit queries has been maintained and updated	Complied with		
2.4	Register of Internal Audit reports has been maintained and updated	Complied with		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	--		

2.6	Register for cheques and money orders has been maintained and updated	Complied with		
2.7	Inventory register has been maintained and updated	Complied with		
2.8	Stocks Register has been maintained and updated	Complied with		
2.9	Register of Losses has been maintained and updated	--		
2.10	Commitment Register has been maintained and updated	Complied with		
2.11	And Register of Counterfoil Books (GA N20) has been maintained and updated	Complied with		
3	**Delegation of functions for financial control (FR 135)**			
3.1	The financial authority hasbeen delegated within the institute	Complied with		
3.2	The delegation of financial authority has been communicated within the institute	Complied with		
3.3	The authority has been delegatedin such manner so as to pass each transactionthrough two or more officers	Complied with		
3.4	The control has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied with		
4	**Preparation of Annual Plans**			
4.1	Preparation of the Annual Action Plan	Complied with		
4.2	Preparation of the annual procurement Plan	Complied with		

4.3	Preparation of the Annual Internal Audit Plan	Complied with		
4.4	Preparation of the Annual Estimate and submission of the same to National Department of Budget on due date	Complied with		
4.5	The annual cash flow statement has been submitted to the Treasury Operations Department on time	Complied with		
5	**Audit queries**			
5.1	All the audit queries have been replied on due date as declared by the Auditor General	Complied with		
6	**Internal Audit**			
6.1	The internal audit plan has been prepared in terms of Financial Regulation 134(2)DMA/1- 2019 in the beginning of the year after discussing with the Auditor General	Complied with		
6.2	All the internal audit reports has been replied within one month	Complied with		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of sub-section 40(4)e of the National Audit Act to. 19 of 2018.	Complied with		
6.4	Copies of all the internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134 (3)	Complied with		
7	**Audit and Management Committee**			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held within the year as per the DMA Circular I -2019	Complied with		
8	**Asset Management**			

8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of paragraph 07 of the Asset Management Circular No. 01/2017	Complied with		
8.2	A suitable officer was appointed to coordinate the implementation of provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied with		
8.3	The boards of survey in terms of Public Finance Circular No. 05/2016 were conducted and the relevant reports have been submitted to the Auditor General on due date	Complied with		
8.4	The excesses and deficits that were disclosed through the annual board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied with		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied with		
9	**Vehicle Management**			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied with		
9.2	The condemned vehicles had been disposed of within a period ofless than 6 months after condemning	Complied with		
9.3	The vehicle logbooks had been maintained and updated	Complied with		
9.4	Actions have been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied with		
9.5	The fuel consumption of vehicleshas been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular	Complied with		

	No. 30/2016 of 29.12.2016			
9.6	The absolute ownership of the leased vehicle log books has been transferred after the leaseterm	Complied with		
10	**Management of Bank Accounts**			
10.1	The bank reconciliation statements were prepared, certified and submitted for auditing by the due date	Complied with		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied with		
10.3	Actions have been taken in termsof Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and those balances have been settled within one Month	Complied with		
11	**Utilization of Provisions**			
11.1	The provisions allocated had been spent without exceeding the limit	Complied with		
11.2	Applying the remaining provisions at the end of the year after utilizing for liabilities without exceeding the provision limit in terms of the F.R. 94(1)	Complied with		
12	**Advances to Public Officers Account**			
12.1	The limits had been complied with	Complied with		
12.2	A time analysis had been carried out on the loans in arrears	Complied with		
12.3	The loan balances in arrears for over one year had been settled	Complied with		
13	**General Deposit Account**			
13.1	Action has been taken asper F. R.571 in relation to disposalof lapsed deposits	Complied with		
13.2	The control register for General deposits had been updated and maintained	Complied with		

14	**Imprest Account**			
14.1	The balance in the cash book has been remitted to TSHD at the end of the year under review	Complied with		
14.2	Ad—hoc sub imprests issued as perF.R371settledwithinonemonth from the completion of thetask	Complied with		
14.3	Ad-hoc sub imprests had been issued not exceeding the approved limit in terms of F.R.371	Complied with		
14.4	The balance of' the imprest account had been reconciled with the treasury book s monthly	Complied with		
15	**Revenue Account**			
15.1	The refunds from the revenue had been made in terms of the relevant regulations	Complied with		
15.2	The revenue collected is credited directly to the income without crediting the deposit account	Complied with		
15.3	Arrears of income have been submitted to the Auditor General in terms of FR 176,	Complied with		
16	**Human Resource Management**			
16.1	Maintained the staff within approved staff limits	Not complied with	Approval has not received under FR 71	
16.2	All members of the staff have been provided with duty lists in written	Complied with		
16.3	All reports have been submitted to the Management Services Department in terms of MSD Circular No. 04/2017 dated 20.09.2017	Complied with		
17	**Provision of information to the public**			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied with		

17.2	Information about the institution to the public have been provided via Websiteand it hasbeenfacilitatedthe public to appreciate/ criticize the institution via this website or alternativemeasures	Complied with		
17.3	Bi- Annual and Annual reports have beensubmittedin terms of section08and 10 of the RTIAct	Complied with		
18	**Implementing citizens charter**			
18.1	A citizens charter/ Citizensclient's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) ofMinistry of Public Administration and Management	Complied with		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementationofCitizensCharter/ Citizens client's charter as per paragraph 2.3 of the circular above.	Not complied with		It is proposed to prepare and implement a system in the future
19	**Preparation of the Human Resource Plan**			
19.1	A human resource plan has been prepared based on the format given in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied with		
19.2	A minimum training opportunityof not less than 12 hours per year for each member of the staff hasbeen ensured in the aforesaid Human ResourcePlan	Complied with		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied with		

19.4	The resource development plan has been prepared, capacity development programs have been developed and a senior officer has been assigned the responsibilities of implementing skills development programs in accordance with paragraph 6.5 of the above circular	Complied with		
20	**Responding to audit paragraphs**			
20.1	Correction of the shortcomings indicated by the Auditor General's Audit paragraphs for the previous year	Complied with		

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