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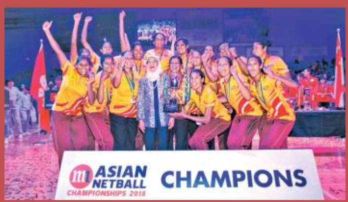
ஆம் ஆண்டிற்கான செயற்சாதனை அறிக்கை - 2022

Annual Performance Report - 2022



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விளையாட்டு அ பிவிருத்தித் திணைக்களம்

Department of Sports Development

Annual Performance Report

2022

Department of Sports Development

No. 09, Philip Gunawardane Mawathe,

Colombo 07.

Annual Performance Report for the year-2022

Name of the Institution: Department of Sports Development

Expenditure Head :- 219

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Chapter 06 – Human Resource Profile

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Department of Sports Development

Chapter 01 – Institutional Profile/Executive Summary

1.1 Introduction

The Department of Sports Development, which was first established as a small sports unit in 1960's was brought under the Ministry of Parliamentary Affairs & Sports in 1970 and it was upgraded to a Grade "A" Department in 1996.

At present, the Department of Sports Development which plays an important role in the field of sports, by creating talented icons in sports, through disciplines and sports culture for a healthy and active society, performs under the Ministry of Sports and Youth Affairs.

1.2 Vision Mission, Objectives of the Institution

Vision

Being a dignified nation in Asia through the development of sports.

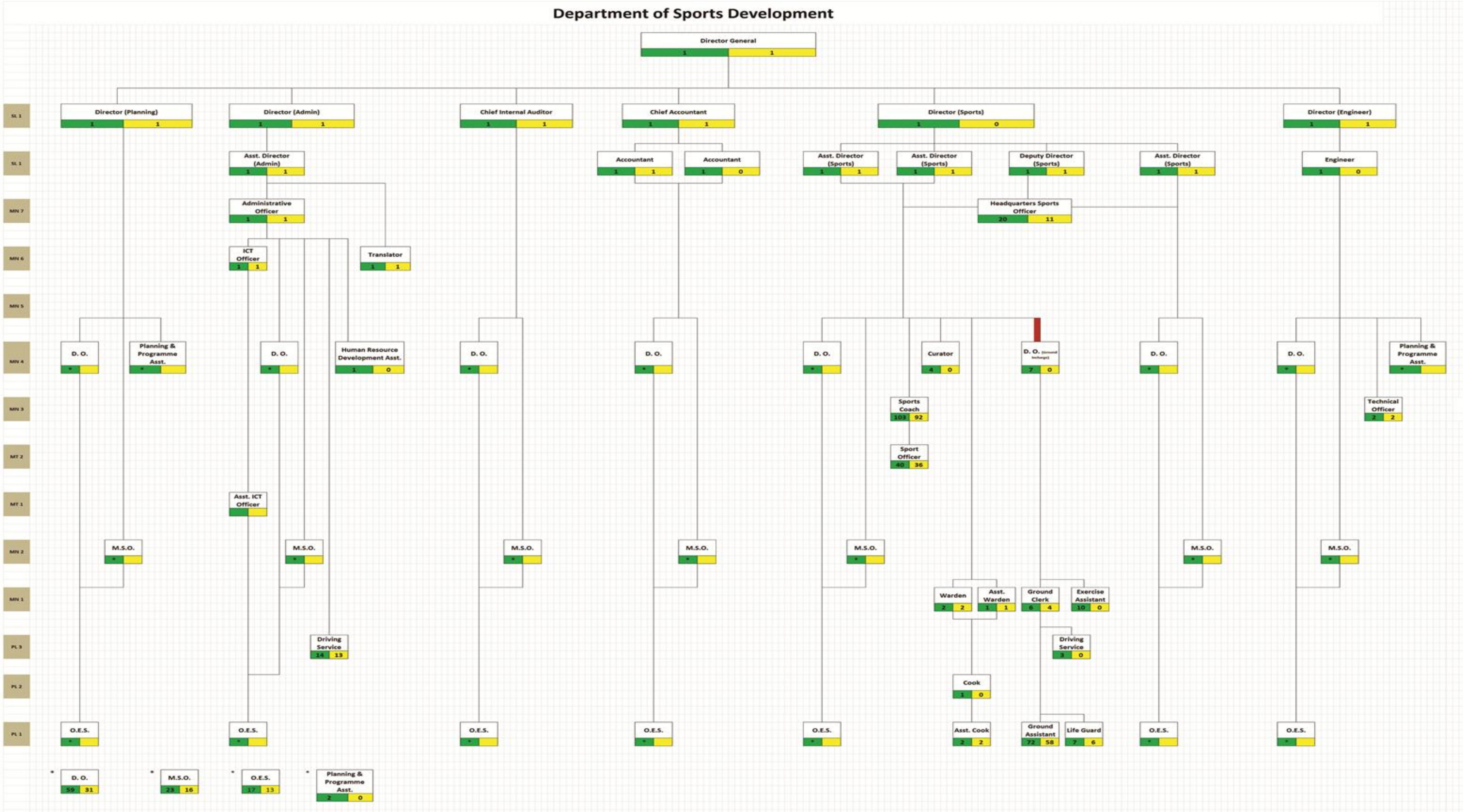
Mission

Implementation and execution of operational strategies related to the development of sports infrastructure and human resources and creating a sports culture with healthy, disciplined individuals excelling in sports for the development of Sri Lanka to form a dignified nation in Asia.

Objectives:

01. Providing sports facilities for all parts in the society to improve their physical fitness, productivity and satisfactory
02. Achieving National and International conquests in the field of Sports
03. Educating Local coaches, with International level knowledge to take sportsmen and sportswomen to the International arena
04. Providing sportsmen and sportswomen with international level sports facilities
05. Implementing policies and standards to coordinate Sports Associations

1.3. Organizational Chart



1.4 Main Divisions in the Department

- Director General's Office
- Administration Division
- Accounts Division
- Planning Division
- Development Division
- Sports Division
- Internal Audit Division
- Procurement Division

1.5 Institutions/ Funds coming under the Ministry/ Department/ Provincial Council

Consolidated Fund

1.6 Details of the Foreign Funded Projects (if any)-

Not relevant

Chapter 02 – Progress and the Future Outlook

Special achievements, Challenges and Future Goals

2.1 Progress of the Main Development Projects

Serial No	Vote	Description	Allocation for the year2022 (Rs.Mn.)				Financial Expenditure as at 2022.12.31 (Rs.Mn.)			Financial Progress (%)	Physical Progress (%)
			Previous Allocation	Savings	Transfers	Net Allocations	D.S.D.	Dis. Secre.	Total		
1	2506	Development of infrastructure facilities	20.000	5.000	10.000	15.000	7.803	3.944	11.747	78%	90.5%
2	17 – 2104 - 66	Construction of District and Provincial Sports Complexes	25.000	25.000	130.000	163.705	159.489	0.000	159.489	97%	93%
	46	Bernard Bernard Aluwihare Playground Matale 400m running track	10.000	10.000	0.000	1.295	0.000	0.000	0.000	0%	40%
3	29 - 2104	Upgrading Kalmunai Sandangani Sports Complex	10.000	5.000	0.000	5.000	0.000	0.000	0.000	0%	22%

Serial No	Vote	Description	Allocation for the year2022				Serial No			Financial Progress (%)	Physical Progress (%)
			Previous Allocation	Savings	Transfers	Net Allocations	D.S.D.	Dis. Secre.	Total		
4	2 – 1409	Skills Development									
	85.	Contribution for Sports Associations	100.000	20.000	67.716	100.557	88.130	1.500	89.630	89%	98%
	86.	Kreeda Shakthi	100.000	20.000	37.802	57.802	47.836	-	47.836	83%	73%
	87.	National and International Sports Competitions	100.000	20.000	12.074	32.074	31.138	-	31.138	97%	75%
	89.	National Sports Festival	50.000	20.000	21.518	45.518	45.311	0.008	45.312	100 %	77%
	95.	“A player to country from village”	10.000	5.000	0.000	5.000	0.271	0.871	1.142	22%	60%
	96.	Development of Sports Economy	50.000	25.000	0.000	25.000	3.401	1.720	5.121	20%	35%
	100.	Eligibility for a healthy society	10.000	2.000	0.000	2.000	1.277	0.100	1.377	69%	15%
	101.	A road to Olympics	100.000	50.000	0.000	32.996	3.781	12.112	15.893	46%	26%

2.1.1. Special Achievements

No (1)	Name of the Sports event (2)	Country Held (3)	Sport (4)	Weight Class (5)	Event (6)	Name of the athlete (7)	Achievement (Gold, Silver, Bronze, Champio Ship, Runner's up)
01.	Open Super 100 Badminton Tournament	India, Lucknow	Badminton	-	Mix Double	Sachin Dias and Thilini Hendahewa	Champions
02.	Weightlifting Championship - Singapore	Singapore	Weightlifting	73kg	-	Indika Dissanayake	Gold
				67kg	-	Chathuranga Lakmal	Gold
				49kg	-	Shreemali Samarakoon	Gold
				55kg	-	Dilanka Isuru Kumara	Bronze
03.	Commonwealth Games	England, Birmingham	Discus throw	-	F42-44/61-64	H.G. Palitha Bandara	Silver
			Weightlifting	225kg	Snatch style, Clean and jerk style	Y.D.I. Kumara	Bronze
			Athletics	-	100m	Yupun Abeykoon	Bronze
			Wrestling (women)	57kg	-	Nethmi Ahinsa	Bronze

No (1)	**Name of the Sports event (2)**	**Country Held (3)**	**Sport (4)**	**Weight Class (5)**	**Event (6)**	**Name of the athlete (7)**	**Achievement (Gold, Silver, Bronze, Champio Ship, Runner's up)**
04.	Cricket Asia Cup	Dubai and Sharjah	Cricket	-	-	Sri Lanka national Cricket team	Champions
05.	Asian Netball Championship 2022	Singapore	Netball	-	-	Sri Lanka national Netball team	Champions
06.	South Asian Junior Badminton Championship 2022	Guwahti, India	Badminton	-	-	Under 15 team	Silver
					-	Under 17 team	Silver
					Men (Double)	Under 17 team	Silver
					Women (Double)	Under 15 team	Silver
					Single	Single	08 Bronze medals

2.1.2 Future Goals

01. Identifying talented athletes at the District, Provincial and National levels and pool them for continuous training with the intention of achieving medals in the 2024, 2028, and 2032 Olympic Games and other International Games

(a). "A player form village to country" Programme – Main Pool
(b). Kreeda Shakthi Programme – Development Pool, Youth and Junior Pool
(c). Road to Olympic Programme – High Performance Pool, National Pool

02. With the intention of increasing the sports economy, organizing sports events that increase tourist attraction to strengthen the national economy of the country and targeting the foreign job market direct the youth for sports-related jobs.

03. Establishing physical fitness clubs and establishing open physical fitness centers with the aim of creating a healthy society.

04. Completion of the currently under construction Kilinochchi, Sabaragamuwa Provincial Sports Complexes, Vavuniya, Matale, Gampaha District Sports Complexes as complete sports complexes.

Director General

03. Chapter- Overall Financial Performance of the Year ended 31st December 2022
3.1 Statement of Financial Position

ACA -F

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

Budget 2022 Rs.		Note	Actual 2022 Rs.	Actual 2021 Rs.	
-	**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**		-	-	
-	Treasury Imprests		795,850,000	1,544,232,000	ACA-3
-	Deposits		42,012,628	81,891,580	ACA-4
-	Advance Accounts		12,981,267	12,930,554	ACA-5
-	Other Main Ledger Receipts		-	-	
-	**Total Non Revenue Receipts (B)**		**850,843,895**	**1,639,054,134**	
	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		**850,843,895**	**1,639,054,134**	
	Remittance to the Treasury (D)		-	105,175,795	
-	**Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)**		**850,843,895**	**1,533,878,339**	
	Less: Expenditure				
-	**Recurrent Expenditure**				
215,500,000	Wages, Salaries & Other Employment Benefits	5	193,121,829	182,417,050	ACA-2(ii)
561,119,000	Other Goods & Services	6	426,195,254	436,548,782	
1,950,000	Subsidies, Grants and Transfers	7	1,154,399	1,322,413	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
778,569,000	**Total Recurrent Expenditure (F)**		**620,471,482**	**620,288,245**	
	Capital Expenditure				
8,217,000	Rehabilitation & Improvement of Capital Assets	10	7,046,224	34,633,480	ACA-2(ii)
177,064,000	Acquisition of Capital Assets	11	160,825,896	676,949,937	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
1,750,000	Capacity Building	14	1,183,130	1,317,847	
15,500,000	Other Capital Expenditure	15	11,990,070	187,203,948	
202,531,000	**Total Capital Expenditure (G)**		**181,045,320**	**900,105,212**	
	Deposit Payments		96,747,221	30,774,057	ACA-4
	Advance Payments		11,109,118	14,190,702	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		**107,856,339**	**44,964,759**	
	Total Expenditure I = (F+G+H)		909,373,140	1,565,358,216	
	Balance as at 31st December J = (E-I)		(58,529,245)	(31,479,877)	
	Balance as per the Imprest Reconciliation Statement		(58,529,245)	(31,479,877)	ACA-7
	Imprest Balance as at 31st December		-	-	ACA-3
			(0)	(0)	

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3.2 Financial Performance Statement

ACA-P

Statement of Financial Position
As at 31st December 2022

	Note	Actual 2022 Rs	2021 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	3,877,451,950	3,716,665,055
Financial Assets			
Advance Accounts	ACA-5/5(a)	108,384,791	110,256,940
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		**3,985,836,741**	**3,826,921,995.00**
Net Assets / Equity			
Net Worth to Treasury		(104,602,825)	(157,465,268)
Property, Plant & Equipment Reserve		3,877,451,950	3,716,665,054
Rent and Work Advance Reserve	ACA-5(b)	69,349,972	69,349,972
Current Liabilities			
Deposits Accounts	ACA-4	143,637,644	198,372,237
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		**3,985,836,741**	**3,826,921,995.00**

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 01 to 46 and Annexures to accounts presented in pages from 47 to 61 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 Finacial 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/ Director (Finance)/ Commissioner (Finance)
Name :	Name :	Name :
Designation :	Designation :	Date : 24/02/2023
Date : 24/2/2023	Date : 24/02/2023	
K. Mahesan Secretary Ministry of Sports and Youth Affairs No.09, Philip Gunawardhana Mawatha, Colombo 07	Amal Edirisooriya Director General Department of Sports Development 09, Philip Gunawardane Mawatha, Colombo - 07.	S.D.N. Angelo Palitha Chief Accountant Department of Sports Development Colombo 07 T. P.: 011 2697001, 0714276009

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3.3 Statement of Cash Flows

ACA-C

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

	Actual 2022 Rs.	2021 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	32,764,256	28,905,085
Imprest Received	795,850,000	1,544,232,000
Recoveries from Advance	10,948,123	12,675,218
Deposit Received	42,012,629	81,891,581
Total Cash generated from Operations (A)	**881,575,007**	**1,667,703,884**
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	600,729,738	607,385,055
Subsidies & Transfer Payments	-	-
Expenditure incurred on behalf of Other Heads	505,633	19,585,198
Imprest Settlement to Treasury	-	105,175,795
Advance Payments	11,109,118	14,254,002
Deposit Payments	96,747,221	30,774,058
Total Cash disbursed for Operations (B)	**709,091,709**	**777,174,108**
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	**172,483,298**	**890,529,776**
Cash Flows from Investing Activities		
Interest	4,578,567	1,662,538
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	**4,578,567**	**1,662,538**
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	177,061,864	892,192,314
Total Cash disbursed for Investing Activities (E)	**177,061,864**	**892,192,314**
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	**(172,483,298)**	**(890,529,776)**
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	-	-
Cash Flows from Fianacing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
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 (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

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3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection

Revenue Code	Description of the Revenue Code	Revenue Estimate (Rs)		Collected Revenue	
		Original Estimate	Final Estimate	Amount (Rs.)	as a % of Final Revenue Estimate
2003.99.00	Sales and charges other receipts	18,000,000.000	-	24,892,450.74	138%
2002.02.99	Interest and other	1,400,000.000	-	4,578,566.51	327%
2004.01.00	W & OP (Government revenue)	6,000,000.000	-	7,842,075.67	131%
2002.01.00	Rent payments	140,000.00	-	93,439.98	67%

3.6 Performance of the Utilization of Allocation **Rs.000**

Type of Allocation	Allocation		Actual Expenditure	Allocation utilization as % of financial allocation
	Original Allocation	Final Allocation		
Recurrent	577,100,000.00	778,569,000.00	620,471,481,86	80%
Capital	54,000,000.00	202,531,000.00	181,045,319.85	89%

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 **Rs.000**

Serial No.	Ministry/ Department which received provision	Provision objective	Allocation		Actual Expenditure	Provision utilized as % of the finalized provision of the final provision
			Original Provision	Financial Provision		
01	Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government	Payment of salaries for Development Officers	346,390.00	-	346,390.00	98%
02	Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government	Payment of salaries for Development Officers	171,300.00	-	165,337.98	97%

3.8. Performance of reporting non- financial assets

Assets Code	Code Description	Balance per Board of Survey Report as at 31.12.2022	Balance per financial Position Report as at 31.12.2022	Yet to be Accounted	Reporting Progress as a %
9151	Building and structures	-	264,547,973.63	-	-
9152	Machinery and equipment	-	238,219,711.56	-	-
9153	Lands	-	-	-	-
9160	Ongoing work	-	3,374,684,264.81	-	-

3.9 Auditor General's Report

Not received yet.

Chapter 04 – Performance indicators

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

Specific Goals	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Completion construction of Sport Infrastructure Facilities during the relevant year	–	–	√
Number of International Medals	_	_	√

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

5.1 Indicate the Identified respective Sustainable Development Goals

Goal/ Objective	Targets	Indicators of the achievements	Progress of the achievements to date		
			0%-49%	50%-74%	75%-100%
Creating a prosperous life, fulfilled with necessities and preventing poverty, hunger and disease	Implementing of Physical Fitness Clubs	No. of Public Physical Fitness Programmes held	√	_	_
Provide equal opportunities to achieve the full potential of human beings and to contribute to general fertility	Achieve Olympic refinement level in five major sports events and achieve a victory by 2028	No. of international medals achieved in identified sports competitions	_	√	_
Investing in children and giving every child the opportunity to grow up without violence	Conducting Sports Events by National Level	No. of Sri Lankan records at the National Sports festival	_	_	_
	To increase the no of people who use sports infrastructure facilities by 20%	No of people who utilize sports infrastructure facilities	√	_	_
	Submitting account reports of all Sports Associations, conducting elections and complying with the Act	No. of Sports Associations complying with the Sports Act	_	_	√
	Increasing the percentage of the athletes who have not achieved international medals by 40%	Percentage of athletes to be participated and achieve International medals, among the athletes identified and trained by the coaches in the Department.	√	_	_

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievements :

- At the 22nd Commonwealth Games held in Birmingham, England, the Sri Lankan athletes were able to win 04 medals in the form of 03 Bronze medals and one Silver medal for the country.

Challenges:

- Provision provided for the year 2022 had to be laid by.
- As budget allocations were obtained quarterly, allocations were not received in necessary cases.
- Due to the economic crisis arouse in the country, construction activities related to development projects have to be temporarily suspended. (Due to price fluctuation and shortage of raw materials)

Chapter 06 – Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies/(Excess)
Senior	15	11	04
Territory	23	11	12
Secondary	256	195	61
Primary	101	82	19
Total	**395**	**299**	**96**

06.2 briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

The relevant duties of the currently vacant posts will be covered by distribution duties among the officers in the Department and the prescribed recruitment procedure will be followed to fill the vacant positions. It is essential to fill these vacant posts to increase the performance of the Department.

06.3 Human Resource Development

Training Programmes of the Officers in the Sports Field -2022							
Serial No.	Name of the Programme	No. of staff trained	Duration of the prgramme	Total Investment		Nature of the Programme (Aboard/ Local)	Output/ Knowledge Gained*
				Local	Foreign		
1	Olympic Solidarity Sports administration Course (OSSAC) - 2022	02	04 days	Rs. 40,000.00	_	Local	Knowledge improved about the relevant subject
2	Bachelor in Science in Sports Fitness	02	02 years	Rs. 375,000.00	_	Local	Knowledge improved about the relevant subject
3	Out Boundary Training Programme	40	02 days	Rs. 360,000.00	_	Local	Knowledge improved about the relevant subject

Training Programmes of the Officers in the Department - 2022							
Serial No	Name of the Programme	No. of staff trained	Duration of the prgramme	Total Investment		Nature of the Programme (Aboard/ Local)	Output/ Knowledge Gained*
				Local	Foreign		
1	Diploma in Procurement Management and Contract Administration	1	01 year	Rs. 100,000.00	-	Local	Knowledge improved about the relevant subject

*Briefly state how the training programme contributes to the performance of the Institution.

By developing the knowledge, skills and attitudes of the officers, the employee capabilities will be directly improved. As ability increases, the self-esteem, self-confidence and employee satisfaction increase will be increased and in this manner the motivation of the employee will also be increased. Also, due to these qualities, the efficiency of the Department will be developed. Therefore, providing training programmes according to the training requirement of the officers of the Department; the performance of the Department will also be increased.

Chapter 07- Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non Compliance	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		
1.2	Advance to public officers account	complied		
2	**Maintenances of books and registers (FR445)**			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and update	complied		
2.3	Register of Audit queries has been maintained and update	complied		
2.4	Register of Internal Audit reports has been maintained and update	complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	complied		
2.6	Register for cheques and money orders has been maintained and update	complied		
2.7	Inventory register has been maintained and update	complied		
2.8	Stocks Register has been maintained and update	complied		
2.9	Register of Losses has been maintained and update			
2.10	Commitment Register has been maintained and update	complied		
03	**Delegation of functions for financial control (FR 135)**			
3.1	The financial authority has been delegated within the institute	complied		
3.2	The delegation of financial authority has been communicated within the institute	complied		

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non – compliance in future
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	complied		
3.4	The controls 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		
4	**Preparation of Annual Plans**			
4.1	The annual action plan has been prepared			
4.2	The annual procurement plan has been prepared	complied		
4.3	The annual Internal Audit plan has been prepared	Has been prepared		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	complied		
5	**Audit queries**			
5.1	All the audit queries has been replied within the specified time by the Auditor General	complied		
6	**Internal Audit**			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2) DMA/1 -2019	Approved at the Audit and Management Committee meeting		
6.2	All the internal audit reports has been replied within one month	complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub – section 40(4) of the National Audit Act No. 19 of 2018	Has been submitted		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Has been submitted		

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non – compliance in future
7	**Audit and Management Committee**			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	All four committee meetings were conducted		
8	**Asset Management**			
8.1	The information about purchase 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		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the 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		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	complied		
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		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	complied		
9.3	The vehicle logbooks had been maintained and update	complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	complied		

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non – compliance in future
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	complied		
10	**Management of Bank Accounts**			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	complied		
11	**Utilization of Provisions**			
11.1	The provisions allocated had been spent without exceeding the limit	complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	complied		
12	**Advances to Public Officers Account**			
12.1	The limits had been complied with	complied		
12.2	A time analysis had been carried out on the loans in arrears	complied		
12.3	The loan balances in arrears for over one year had been settled	complied		
13	**General Deposit Account**			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits.	complied		
13.2	Updating and maintaining the control account for public deposits.	complied		

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non – compliance in future
14	**Imprest Account**			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R.371	complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	complied		
15	**Revenue Account**			
15.1	The refunds from the revenue had been made in terms of the regulations	complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR176	complied		
16	**Human Resource Management**			
16.1	The staff had been paid within the approved cadre	complied		
16.2	All members of the staff have been issued a duty list in wrong	complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	complied		
17	**Provision of information to the public**			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate/ allegation to public against the public authority by this website or alternative measures	complied		

No.	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non – compliance in future
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	complied		
18	**Implementing citizens charter**			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Not complied	The draft is approved at present and it will be implemented in the near future	
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Not complied	Actions are taken to develop a system in the future.	
19	**Preparation of the Human Resource Plan**			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	complied		
20	**Responses Audit Paras**			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	complied		