

பார்லிமேன்තු ப்ரகாஸன மாலா ஂகய : 290
ஂயதனயே நம : காகிகர்தம ஂா வ்ரவிலி கர்தமாத்ன ஂமாத்ராமய

பார்லிமேன்துவெ ரத்யே திஸ்துமி திலிப்தி காரக ஂஸாவ விஂித் ஂஸாஸன கர்தன ட்டி வார்தா
ஂமினெய்ட்யெத் ஂஸாவிர தியெத்ர ஂக 119(4) யடுனே ருர ஂயதன ஂா ஂமாத்ராவிரயாதே
திரீக்ஂஸ ஂா ரது ட்ரென தியவிர பார்லிமேன்துவ வென ஓதிரீதத் கிரீம

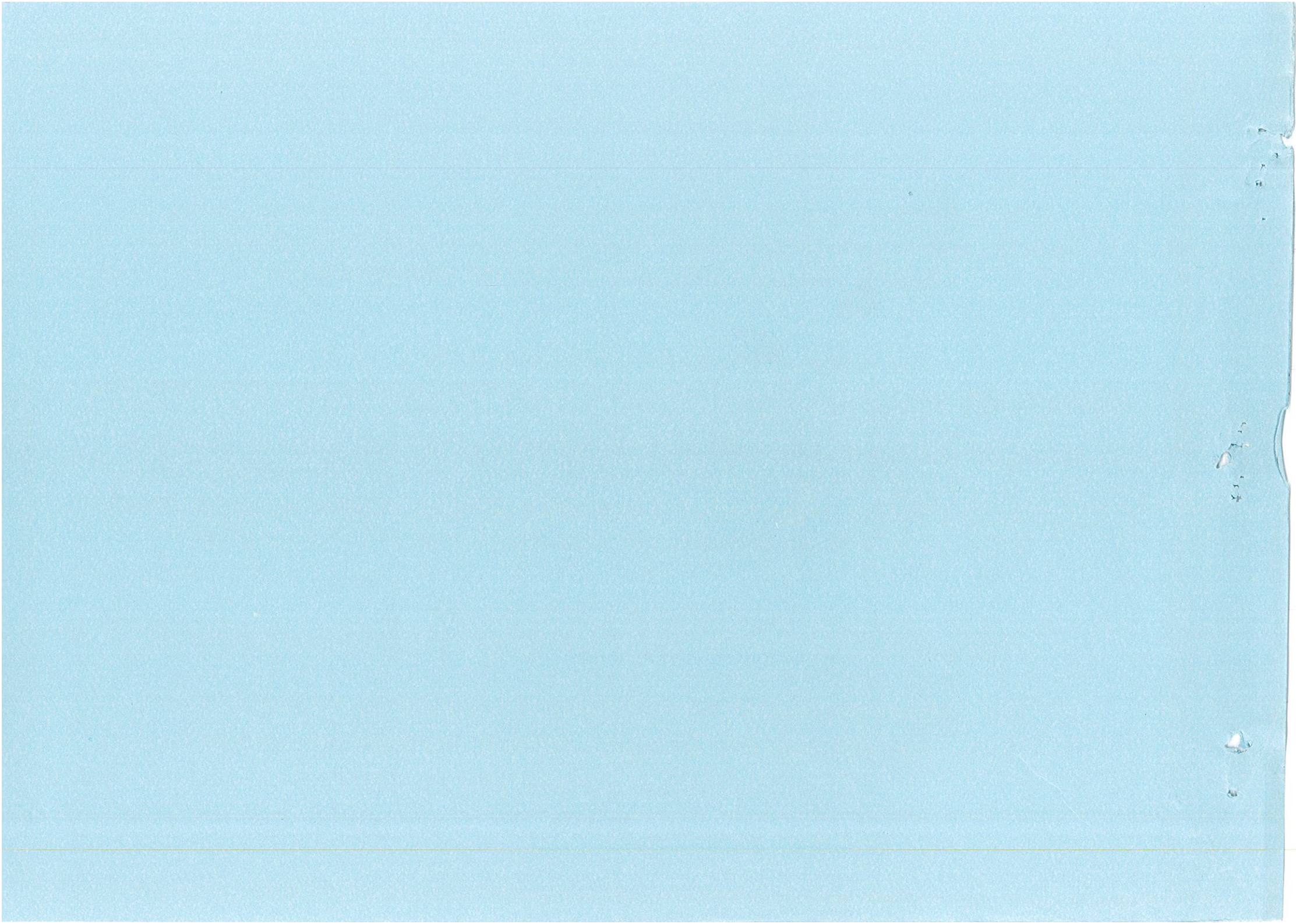
பாராஸுமன்ற வெளியீட்டுத் தாடர் இலக்கம்: 290
நிறுவனத்தின் பெயர்: கமத்தொழில் மற்றும் பெருந்தொட்டக் கைத்தொழில் அமைச்சு

பாராஸுமன்றத்தின் அரச கணக்குக் குழுவினால் முன்வைக்கப்பட்ட அறிக்கை
தாடர்பாக நிலையியற் கட்டளை இலக்கம் 119(4) இன் கீழ் நிறுவனங்களிற்குப்
பெறுப்பான கௌரவ அமைச்சரின் அவதானிப்புக்களும் மற்றும் அது தாடர்பாக
எடுக்கப்படும் நடவடிக்கைகளும் பாராஸுமன்றத்திற்கு சமர்ப்பித்தல்

Parliamentary Series No: 290

Name of the institution: Ministry of Agriculture and Plantation Industries

Submission of observations of Hon. Minister in charge of the institutions and
Steps taken with regard to the reports tabled by the Committee on Public
Accounts in terms of Standing Order No. 119(4)



Parliamentary Series : No. 290

Name of Institution : Ministry of Agriculture and Plantation Industries

Evaluation of Financial Compliance and Operational Performance of State Institutions, Provincial Councils and Local Authorities by the Online Management Information System (MIS)	
Ministry of Agriculture Part One: 78.00	
Shortcomings Identified by the Committee/orders issued by the Committee	Cause of actions taken to correct shortcomings/implement recommendations made by the Committee and present situation
Every audit query raised by the Auditor General have not been answered within a month.	All efforts are being made to answer audit queries without delay. All officers have been educated repeatedly in this regard.
Non-submission of answers to internal audit queries within a month.	All efforts are being made to answer audit queries without delay. All officers have been educated repeatedly in this regard.
Recommendations on excesses, deficiencies disclosed at annual Board of Survey and other recommendations have not been implemented within the prescribed period of time	Adjustments are being made appropriately and action will be taken to correct excesses and deficiencies through annual Board of Survey in 2023.
Documents to confirm ownership of all vehicles were not in possession	Out of all vehicles used by the Ministry of Agriculture, documents to confirm ownership of 38 vehicles are in possession of the Ministry of Agriculture while ownership of 14 vehicles are in procession of other institutions. Action is been taken either to take over those vehicles or to hand over with their consent in the future.
Daily running records and monthly summaries of pool vehicles have not been submitted to Auditor General.	Daily running records and monthly summaries in respect of pool vehicles have been submitted to the Auditor General.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

141



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Emblem of the state had not been painted on all vehicles.	State Emblem has been painted on all vehicles.
Not maintaining Log Books in respect of every vehicle on up to date basis.	At present Log Books in respect of every vehicle have been updated.
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	Since the beginning of 2021, inspections on fuel consumption of vehicles used by the Ministry have been carrying out. However, it is kindly informed that in view of the Covid pandemic situation prevailed in the country, limitations have to be introduced on performing duties which made it impossible to conduct fuel testing on every vehicle in 2021.
Consequent to the utilization of provisions allocated for a vote under F.R.94 (1), commitments had been incurred in excess of the balance provision limit.	Efforts had been made to remain within limits of provisions in every instances. However certain commitments had to be incurred under F.R.94(2) and it is expected to manage liabilities within the limits of provisions in the future.
Financial provisions had been allocated to other institutions beyond the due date.	Provisions have been made available depending on Performance Plans of other institutions.
Loan balances remained in arrears over a period of one year.	Action is being taken to recover loan balances in arrears remaining over a period of one year.
Ad-hoc Sub Imprest issued in terms of F.R.371 had not been settled within a month following completion of the undertaking.	Instructions have been issued to conduct proper inspection and early recovery of Ad-hoc Sub Imprest issued in terms of F.R.371.


 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.


 Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Part Two : 85.00

Out of planned training opportunities planned, the extent of training opportunities granted was less than 50%.

1. The reason for limitation of providing training opportunities up to a level below 50%, out of the training opportunities planned in 2021 is the requirement to follow guidelines issued by the Presidential Secretariat, Ministry of Health, Ministry of Public Administrations, Home Affairs, Provincial Councils and Local Government through the following letters and Circulars by limiting the attendance of officials in duties and individual's assembling in public places.

I. Public Administration Circulars relating to the continuation of public service .

- Public Administration Circular No.02/2021 (i) dated 27.04.2021
- Public Administration Circular No.02/2021 (ii) dated 10.05.2021
- Public Administration Circular No.02/2021 (iii) dated 30.07.2021
- Public Administration Circular No.02/2021 (iv) dated 08.08.2021
- Public Administration Circular No.02/2021 (v) dated 01.01.2021
- Public Administration Circular No.02/2021 (vi) dated 30.12.2021

II. Letter No.PA/DDG/P 11/3/Covid Gen/2020 dated 16.08.2021 issued by the Director General of Health by limiting inter-provincial transportation and public activities.

III. Following Circulars issued by the Presidential Secretariat on performing duties under distance duly performance systems in view of the global Covid pandemic

- Circular No. PS/GPA/20/2020 – 18.04.2020
- Circular No. PS/GPA/21/2021– 14.05.2020
- Circular No. PS/GPA/33/2020– 29.10.2020

2. Although the training courses had been physically organized by this Ministry, it was not possible to conduct them due to limitation of officers' reporting for work under above circulars.

3. Although conducting of training course through online commenced due to limitation of officials attendance in work physically, those causes too had to be limited due to certain technical issues such as non- availability of sufficient equipment and internet facilities and the difficulty faced by Officials in bearing the additional cost individually.


L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.


Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Ad-hoc Sub Imprest issued in terms of F.R.371 had not been settled within a month after completion of the undertaking.	At present officials have been educated in this regard and action taken to settle the advance soon after completion of the undertaking
Revenue collected in keeping with the relevant regulations had not been repaid	Revenue collected have been credited to the revenue account and not paid back from the revenue account.
Revenue collected had neither been credited to income nor had they credited to Revenue Account within a period less than one month after retaining the same in Deposit Account.	Accounted to monthly income
All the staff members had not been assigned with their responsibility in writing.	At present all the staff members have been assigned with their responsibility in writing.
Cadre information had not been submitted to the Dept. of Management Services Department within a month at the end of a quarter in terms of the Management Services Circular No.4 of 2017 dated 20.09.2017.	Although cadre information had not been submitted to the Department of Management Services within a month following the end of a quarter in 2021 in terms of the Management Services Circular No.4 of 2017 dated 20.09.2017, now they are being submitted on due date



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

Part Two : 62.00	
No website had been created and maintained for the general public to gain access to information of the institution.	Website is now being maintained by the Ministry to provide information required by the general public.
No opportunity had been provided for the people to lodge complaints or note commendations through website being maintained by the Institution.	Opportunity has been provided through the website of the Ministry of Agriculture to lodge complain or note commendation by the people.
No methodology had been formulated by the institution to monitor and evaluate the implementation of the Citizen's/Clients' Charter.	Methodologies are now been formulated by the Ministry to monitor and evaluate the implementation of the Citizen's/Clients in the Ministry.
Proper human resources plan had not been formulated in terms of provisions in the Public Administration Circular No.02/2018 dated 24 th January 2018.	Although there had not been a proper Human Resources Plan formulated for the financial year 2021 in terms of provisions of the Public Administration Circular No.02/2018 dated 24 th January 2018, at present the Ministry is making necessary arrangements to formulate a proper Human Resources Plan.
Training opportunity not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources Plan that has been formulated.	Nearly 80 officers attended the training workshops held by the Foundation Institute of Sri Lanka in December 2023 consisting of nearly 32 hour training opportunity. The above human resources development plan has provided training opportunities to a limited number of the staff due to difficulty in obtaining financial provisions and is expected to implement the same in 2024 to provide the staff with sufficient training opportunities.

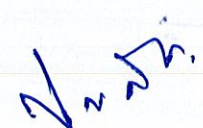

 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Goyijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.


 Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Goyijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Performance Agreements covering the entire staff had not been drafted and entered.	Although it was not possible to cover entire staff in drafting and entering into Performance Agreement for the financial year 2021, the Ministry has made arrangements to draft and enter into performance agreement covering the entire staff.
Senior officer of the institution has not been named to formulate human resources development plans and to implement capacity building and skill development programmes.	Although a senior officer had not been named to implement human resource development plans and implement capacity buildings in 2021, at present Senior Assistant Secretary (Admin) has been named for this purpose.
Training opportunities granted out of the planned training opportunities remained less than 50%.	Provisions had not been allocated for implementing training programmes, in 2023 and at the end of the year, a provision of nearly 0.5 million have been allocated for this purpose.
Action had not been taken to properly transfer officers who had completed the maximum period of service.	This State Ministry was established in 2020 and officers who completed the period of service not available.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

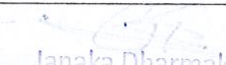


Jagantha Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

State Ministry of Fertilizer Production and Supply, Organic Fertilizer and Regulation of Pesticide Use Part One : 70.00	
Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
In terms of Public Accounts Circular No. 171/2004 dated 11.05.2004, the first Password applicable to computer software relating to Government's pay had not been used only by the Accountant or an authorized staff officer.	At present the first Password applicable to computer software is only used by the Chief Accountant.
In terms of Public Accounts Circular No. 171/2004 dated 11.05.2004, the first second and third passwords applicable to computer software of Government pay had not been altered once in three months.	At present altered passwords are being used.
At least 02 Audit and Management Committee meetings had not been held.	Internal Audit Division was established at the end of 2021 and 02 meetings were held.
In terms of Paragraph 7 of the Assets Management Circular No.1/2017 dated 26.06.2017, details of assets purchased in 2018 and disposals had not been submitted to Controller General.	This Ministry had not been established in 2018 and reports on asset in 2021 were sent to Controller General on 05.04.2021.


 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.

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 Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

In terms of Paragraph 13 of the Assets Management Circular No.1/2017 dated 26.06.2017, no suitable officer had been appointed and submitted to the Controller General's Office with regard to coordination of the implementation of provisions of the Circular.	An Officer has been appointed.
Board of Survey Reports prepared as per F.R.756, 960 had not been submitted to the Auditor General within the time frame prescribed under paragraph 11.1, Part I of the Public Finance Circular No.1/2020 dated 26.06.2017.	At the inspection of Board of Survey File 2021, it was found that Board of Survey Report 2021 has been submitted to the Account Division on 20.02.2022. It has not been submitted for auditing. However, Board of Survey Report 2022 has been submitted to the Auditor General.
Recommendations on excesses, deficiencies revealed at the Annual Board of Survey and other recommendations have not been implemented within the prescribed period of time.	At present recommendations have been implemented.
Non-submission of daily running records and monthly summaries for pool vehicles to the Auditor General.	Although daily running records and monthly summaries relating to pool vehicles had not been submitted to the Auditor General in financial year 2021, they are now being submitted to the Auditor General.
Emblem of the state had not been painted on every vehicle.	Although State Emblem had not been painted on every vehicle during the financial year 2021, digitally printed State Emblem is now displaying on every vehicle.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	Whereas all documents had been prepared to conduct fuel testing of vehicles during the financial year 2021, it was not possible to fulfil the task in view of the crisis situation prevailing in the country then. Therefore, at present, all arrangements have been made to carry out fuel testing in respect of all vehicles.
Covering approval had not been obtained for exceeding the limits enacted by the Parliament on Advances of public officers.	No limits had been exceeded. Debit balance limit remained at Rs.20 Million. Loan payment in cash amounted only to Rs.4,373,912. Loan balances of officers came on transfers recovered through loan balancing Cross Note which amounted to Rs.20,228,815 which cannot be applicable to exceeding of balance limit.
Analysis of time had not been formulated in respect of loan balance in arrears.	Time analysis had been prepared for loan balances in arrears.
Loan balances remained in arrears exceeding one year.	According to information submitted through the Account 2021, loan balances in arrears exceeding one year had not been existed.
Revenue collected in keeping with the relevant regulations had not been repaid.	Revenue collected has been credited to Revenue Head as scheduled.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dhanasekera
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Action had not been taken to submit the Annual Performance Report to the Parliament as scheduled.	Annual Performance Report applicable to the financial year 2021 has been submitted to Parliament with reference letter No.SMA/P3/PR/2021 dated 10.11.2022. The Ministry of Agriculture has made arrangements to submits Annual Performance Report to the Parliament as scheduled.
Cadre information had not been submitted to the Dept. of Management Services within a month at the end a quarter in terms of the Management Service Circular No.4 of 2017 dated 20.09.2017	When cadre information was requested in terms of Management Services Circular No.4 of 2017 dated 20.09.2017 the relevant information were submitted to the Dept. of Management Services whenever they are requested and, at present, the Ministry of Agriculture has made arrangements to submit cadre information.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Jayala Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Part Two : 63.00

No website had been created and maintained for the general public to gain access to information of the institution.	As the state Ministry that had been established remained only a short period, sufficient period of time was not available to create and maintain website to provide people with information. However, at present people could obtain information from the Ministry's website..
No opportunity had been provided for the people to lodge complaints or note commendations through website being maintained by the Institution.	As the State Ministry that had been established remained only a short period, sufficient period of time was not available to create and maintain website for making complains or noting commendations by the people. At present people could make complaints or note commendations through Ministry Website.
No methodology had been formulated by the institution to monitor and evaluate the implementation of the Citizen's/Clients' Charter.	As the State Ministry that had been established remained only a short period of time, sufficient period of time was not available for implementing a Citizen's Charter applicable to 2021. However, at present the Ministry of Agriculture is taking necessary action to establish and implement Citizen's/Clients' Charter.
Proper human resources plan had not been formulated in terms of provisions in the Public Administration Circular No.02/2018 dated 24 th January 2018.	As the State Ministry that had been established remained only a short period of time, it was not possible to formulate a proper human resource plan for the financial year 2021. However, at present the Ministry of Agriculture is making necessary arrangements to formulate a Human Resource Plan.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

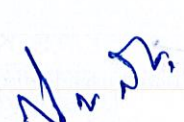


Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Training opportunity not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources Plan that has been formulated	As the State Ministry that had been established, remained only a short period of time, it was not possible to ensure a training opportunity at least not less than 12 hours per year during the year through the Human Resources Plan formulated for the financial year 2021. It has been possible to provide training opportunity to a limited number of staff members due to limitation of the availability of financial provisions. In December 2023 nearly 80 officers attended the training workshops with nearly 32- hour training opportunity at the Foundation Institute of Sri Lanka.
Performance Agreements covering the entire staff had not been drafted and entered.	As the State Ministry that had been established remained only a short period of time, it was not possible to prepare and enter into a Performance Agreement to cover all members in the staff applicable to the financial year 2021. However, at present the Ministry of Agriculture is making arrangements to draft and enter into Performance Agreement to cover the entire staff.
Senior officer of the institution has not been named to formulate human resources development plans and to implement capacity building and skill development programmes.	As the State Ministry that had been established remained only a short period of time, sufficient time was not available to nominate a Senior Officer to involve in the task of formulating Human Resources Development Plan for financial year 2021 and to implement capacity building and skill development programmes. However, at present a Senior Assistant Secretary (Admin) has been nominated for that purpose.
Training opportunities granted out of the planned training opportunities remained less than 50%.	As the State Ministry that had been established remained only a short period of time, it was not possible to implement the training opportunity allocated out of the planned opportunities for the Financial year 2021. Provisions had not been allocated for implementing training programme planned for 2023. However at the end of the year nearly a provisions amounting to Rs.0.5 had been allocated.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

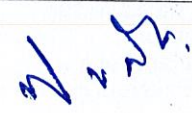

Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Audit opinion on Accounts of the institution remained either at a level Of Disclaim or adverse.	According to the financial statement at December 2021 qualified opinion has been submitted and not submitted a opinion at the level of Disclaim or adverse.
Declarations of Assets and Liability had not been submitted by all officers.	In view of Covid Pandemic situation prevailed at the time, certain officer had not submitted Declarations of Assets and Liability. However, action has been taken to collect Assets & Liability Declarations from the respective officers.
No action had been taken to properly transfer officers who completed maximum period of service.	The State Ministry was established in 2020. Hence no officers available who completed the period of service.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

159



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

State Ministry of Livestock, Farm Development, Mill and Egg related Industry.

Part One : 87.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
Every Audit query raised by the Auditor General had not been answered within a month	All efforts are being taken to reply audit queries without delay and the entire staff has been repeatedly educated in this regard.
In terms of FR 134(3) copies of internal audit report had not been submitted to Auditor General.	You are kindly informed that copies of audit reports relating to audit queries submitted by the Auditor General have been forwarded as scheduled.
In terms of Paragraph 7 of the Assets Management Circular No.1/2017 dated 26.06.2017, details of assets purchased in 2018 and disposals had not been submitted to the Controller General.	Following the establishment of the State Ministry of Livestock, Farm Development, Milk and Egg related Industry, information on assets purchased and disposals applicable to each year have been submitted to the Controller General.
Documents to confirm the ownership of every vehicle were not in possession.	Registered ownership of all vehicles remained under Livestock Division have now been transferred to the State Ministry of Livestock, Farm Development and Milk and Egg related Industry, State Ministry of Livestock and the Ministry of Agriculture and originals of vehicle registration documents remain with transport division.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Inaale Dharmakeerthi
Secretary
Ministry of Livestock and Poultry Industries
"Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

A vehicle condemned had not been disposed of with a period less than 08 months after condemning.	1. Cab JR – 2899 was formally transferred to the Dept. of Agriculture at the request of the Department (for use by Seed and Planting Material Development Centre of the DOA) 2. Defender Type Jeep No. 65 – 6120 was formally transferred to the Police Department at the request of Inspector General of Police and the Secretary to the Ministry of Public Security to enable for attaching it to the special Task Force (STF) being implemented under the Police Department. 3. Van No. 251 – 0747 was referred for repairing on the recommendation of Special Inspection Board appointed for identifying vehicle for disposal under F.R. 770 (4)(a).
Consequent to the utilization of provision allocated to a vote under F.R.94(1), commitments had been incurred in excess of the approved limit.	Since the establishment of the State Ministry of Livestock, Farm Development, Milk and Egg related Industries in 2021, no expenditure has so far been made in excess of the limit of provisions made available to a expenditure head.
Loan balances in arrears remained over a period of one year.	Loan balances in arrears remaining over a period of one year amounted to Rs.316,991.49 and action is being pursued to recover respective loan balances.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

161



Janaka Dharmakeertini
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Part Two : 67.00	
Citizens'/Clients, Charter had not been properly documented and implemented.	In the absence of direct contact with public, the State Ministry having been established in the Agriculture Ministry Building and Citizens'/Clients' Charter of the Ministry of Agriculture had been displayed it was not necessary to prepare a separate Citizens'/Clients'. However, it is to be noted that although the Livestock Division is remaining as a separate division of the Ministry of Agriculture and Plantation Industries, arrangements are now being made to prepare a separate Citizens'/Clients' Charter for Livestock Division.
No methodology had been formulated by the Institution to monitor & evaluate the implementation of the Citizens/Clients Charter.	As Citizens'/Clients' Charter had not been prepared separately for 2021, a methodology was not needed for monitoring and evaluation of its implementation. However, at present the Ministry of Agriculture is making arrangements for properly preparing and implementing Citizens'/Clients' Charter.
Proper human Resources Plan had not been formulated in terms of provisions in the Public Administration Circular No.02/2018 dated 24 January 2018.	No human resources development plan had been prepared for 2021 and in keeping with the Public Administration Circular 02/2018, Human Resources Development Plan had been prepared for 2022 and 2023.
Training opportunity not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources that has been prepared.	Please be kind enough to note that in view of Covid 19 global pandemic situation with Sri Lanka too being a victim, training opportunities had to be limited.
Training opportunities granted out of the planned training opportunities remained less than 50%.	It was not possible to implement planned training opportunities in the same manner due to Covid 19 virus spreading in Sri Lanka which had been a global pandemic.

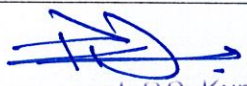


L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Audit opinion on the Accounts of the institution remained either at a level of Disclaim or adverse.	Not agree with the statement that Audit Opinion on Accounts of the Institution remained at a level of Disclaim or adverse. The Auditor General has expressed. pinion on financial position of O ualifiedQ the State Ministry of Livestock, Farm Development, Milk and Egg related Industries as at 31 ..w for the year ending on that dateoerformance and cash ffinancial p with regard December 2021
Recommendations of Auditor General's Report had not been implemented.	Recommendations of the Auditor General's Report are being implemented.

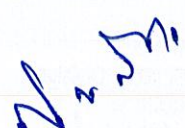

 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.


 Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

State Ministry of Backward Rural Area Development, Household Animal Husbandry and Minor Economic Crop Cultivation Promotion
Part One:93.00

Shortcoming identified by the Committee/Orders issued by the Committee	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
A condemned vehicle had not been disposed of within a period less than 8 months after condemning.	No such a vehicle was available When data was entered through online, it had been inadvertently indicated about existence of such vehicles and that those vehicles had not been disposed of over a period of 08 months.
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested	Fuel testing on all vehicles is being carried out now. In view of Covid 19 pandemic situation and fuel crisis prevailed in the country in 2021 and 2022, it was not possible to carry out fuel testing on vehicles used by Rural Economic Division.
Loan balances remained in arrears over a period of one year.	R. M. Marasinghe-Development Officer The Ministry of Foreign Affairs was informed on several occasions to make available further information in this regard and action is being pursued M.A.S. Fernando- Driver It has been decided to take legal action to recover this loan balance. Steps were taken to get the address of his residency confirmed by making enquiries from the Commissioner General of Election. According to the Electoral Register 2018, he had been last registered in the electoral register of the Divisional Secretary's Division, Moratuwa. However, the Divisional Secretariat, Moratuwa has informed that this individual was not residing in the Division. Controller General of Immigration and Emigration was enquired to ascertain whether M.A.S.Fernando had gone abroad. However, he had informed no passport was issued in the name of his National Identity Card, a copy of which was found in his personal file. However, action is being pursued to recover his loan balance.


L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.

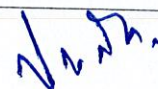

J.P. Jayasinghe
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.50/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

	Wasana Vimukthi deshapriya- Karyala Karya Sahayaka Submitted facts to the Attorney General's Department for taking legal actions in this regard.
Revenue collected had neither been credited to the income directly nor had they been credited to the Revenue Account within a period less than one month after retaining the same in Deposit Account.	All these revenues have now been credited to the state income and since 2022 income of this nature has been crediting before due date to the state income.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya"
Battaramulla

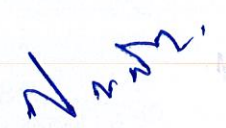
165



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Part Two : 78.00	
No opportunity had been provided for the people to lodge complaints or note commendations through website being maintained by the Institution.	Opportunity has been provided for the general public to lodge complaints or note commendations through website of the Ministry of Agriculture and Plantations Industries which include Rural Economic Division, too.
No methodology had been formulated by the institution to monitor and evaluate the implementation of the Citizen's/Clients' Charter.	Methodology has been formulated in collaboration with other Divisions of the Ministry to monitor and evaluate the implementation of Citizen's/Clients' Charter.
Training opportunities not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources Plan that has been formulated	At present Human Resources Plan is being prepared in consideration of provisions available for providing training opportunity not less than at least 12 hours per year to every member of the staff.
Performance Agreements covering the entire staff had not been drafted and entered.	Performance Agreements are being prepared to cover all members in the staff
Senior officer of the institution has not been nominated to formulate human resources development plans and to implement capacity building and skill development programmes.	Action is being taken to nominate an officer to formulate a Human Resources Development Plan and implementation of Skill Development Programmes.
Training opportunities granted out of the planned training opportunities remained less than 50%.	Arrangements are being made to provide comprehensive training opportunities.
Audit opinion on the Accounts of the institution remained either at a level of Disclaim or Adverse	In previous years a Qualified Opinion was expressed and not an opinion at the level of Disclaim or Adverse.


L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.


Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

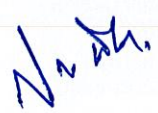
**State Ministry of Small Plantation Crop Cultivation including Sugar cane, Maize, Cashew, Paper, Cinnamon and Clove,
Related Industry and Export Promotion
Part One : 85.00**

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct Shortcomings/implement recommendations made by the Committee and current situation.
Cheques and Money Order Register not maintaining on up to date basis	In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting to work was under Roster system leading to a shortage with regard to skilled staff. Shortcomings referred to are the result of the same. After normalcy was returned to the country in 2022 and while action was being taken to correct drawbacks, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022. Accordingly subjects of that State Ministry are attended to by the Ministry of Agriculture and Plantation Industries.
In terms of Public Accounts Circular No. 171/2004 dated 11.05.2004, the first second and third passwords applicable to computer software of Government pay had not been altered once in three months.	
In terms of F.R. 134 (2) copies of internal audit reports had not been submitted to the Auditor General.	
In terms of Paragraph 7 of the Assets Management Circular No.1/2017 dated 26.06.2017, details of assets purchased in 2018 and disposals had not been submitted to the Controller General.	
In terms of Paragraph 13 of the Assets Management Circular No.1/2017 dated 26.06.2017, no suitable officer had been appointed and submitted to the Controller General's Office with regard to coordination of the implementation of provisions of the Circular..	



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

167



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Documents to confirm the ownership of all vehicles not the possession.	In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Shortcomings referred to are the result of the same. After normalcy was returned to the country in 2022 and while action was being taken to correct shortcomings, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022. Accordingly subjects of that State Ministry are attended to by the Ministry of Agriculture and Plantation Industries.
Daily running records and monthly summary reports for pool vehicles had not been submitted to the Auditor General.	
Action had not been taken in terms of F.R.103, 104, 109 & 110 in respect of accidents caused to government vehicles.	
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	
Provisions had been transferred to other institutions beyond prescribed time frame.	
Ad-hoc Sub Impress issued in terms of F.R.371 had not been settled within a month after completion of the undertaking.	
The Imprest Reconciliation Statement in which approved imprest account balances is quarterly compared with Treasury Books had not been submitted to Dept. of Treasury Operations before prescribed date.	



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
1st Floor, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Part Two : 57.00

No website had been created and maintained for the general public to gain access to information of the institution.

No opportunity had been provided for the people to lodge complaints or note commendations through website being maintained by the Institution.

Citizens'/Clients, Charter had not been properly documented and implemented.

No methodology had been formulated by the institution to monitor and evaluate the implementation of the Citizen's/Clients' Charter.

Proper human resources plan had not been formulated in terms of provisions in the Public Administration Circular No.02/2018 dated 24th January 2018.

Training opportunities not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources Plan that has been formulated

In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Drawbacks referred to are the result of the same.

After normalcy was returned to the country in 2022 and while action was being taken to correct drawbacks, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022.

Accordingly subjects of that State Ministry are attended to by the Ministry of Agriculture and Plantation Industries.

L.P.S. Kumara

Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

Janaka Dharmakeerthi

Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

Performance Agreements had not been drafted and entered to cover entire staff.	
Senior officer of the institution has not been nominated to formulate human resources development plans and to implement capacity building and skill development programmes.	In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Shortcomings referred to are the result of the same. After normalcy was returned to the country in 2022 and while action was being taken to correct shortcomings, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022.
Training opportunities granted out of the planned training opportunities remained less than 50%.	Accordingly subjects of that State Ministry are attended to by the Ministry of Agriculture and Plantation Industries.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

State Ministry of Coconut Kitul and Palmyrah cultivation promotion and related Industrial Good Production and Export Diversification
Part One : 92.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
In terms of Paragraph 7 of the Assets Management Circular No.1/2017 dated 26.06.2017, details of assets purchased in 2018 and disposals had not been submitted to the Controller General.	In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Shortcomings referred to are the result of the same. After normalcy was returned to the country in 2022 and while action was being taken to correct shortcomings, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022.
In terms of Paragraph 13 of the Assets Management Circular No.1/2017 dated 26.06.2017, no suitable officer had been appointed and submitted to the Controller General's Office with regard to coordination of the implementation of provisions of the Circular.	
Emblem of the state had not been painted on all vehicles.	
A vehicle condemned had not been disposed of within a period not exceeding 08 months after condemning.	
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	
Staff had been recruited in excess of the approved limit.	



L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/3, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Part Two : 70.00

Citizens'/Clients, Charter had not been properly documented and implemented.

No methodology had been formulated by the Institution to monitor & evaluate the implementation of the Citizens/Clients Charter.

Training opportunities granted out of the planned training opportunities remained less than 50%.

No action had been taken to transfer officers who completed maximum period of service.

In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Shortcomings referred to are the result of the same.

After normalcy was returned to the country in 2022 and while action was being taken to correct shortcomings, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

State Ministry of Company Estates Rehabilitation, Rubber Estate related Crop Cultivation and Factory Modernization and Tea Rubber Export Promotion
Part One : 91.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
In terms of F.R. 134 (2) copies of internal audit reports had not been submitted to the Auditor General.	In the absence of Internal Audit Division then, internal auditing not carried out.
At least 02 Audit and Management Committee meetings had not been held .	01 Audit and Management Committee meeting was held in 2021 .
In terms of Paragraph 7 of the Assets Management Circular No.1/2017 dated 26.06.2017, details of assets purchased in 2018 and disposals had not been submitted to the Controller General.	As the State Ministry was terminated in terms of the Gazette Extraordinary No.2281/41 dated 27.05.2022 the relevant subjects are attended to by the Cabinet Ministry of Agriculture and Plantation Industries.
Emblem of the state had not been painted on all vehicles.	In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Drawbacks referred to are the result of the same. After normalcy was returned to the country in 2022 and while action was being taken to correct drawbacks, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022. Accordingly subjects of that State Ministry are attended to by the Ministry of Agriculture and Plantation Industries.
A vehicle condemned had not been disposed of within a period not exceeding 08 months.	
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	



L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.



Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No 80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Part Two :85.00

No website had been created and maintained for the general public to gain access to information of the institution.

No opportunity had been provided for the people to lodge complaints or note commendations through website being maintained by the Institution.

Citizens'/Clients, Charter had not been properly documented and implemented.

No methodology had been formulated by the Institution to monitor & evaluate the implementation of the Citizens/Clients Charter.

Training opportunities provided out of the planned training opportunities remained less than 50%.

Recoveries in terms of F.R.156(1) had not been made to cover losses caused to the State from officials

No action had been taken to transfer officers who had completed the minimum period of service.

In view of the Covid pandemic situation prevailed in the country in 2021 officers did not report for work continuously and reporting was under Roster system leading to a shortage with regard to skilled staff. Shortcomings referred to are the result of the same.

After normalcy was returned to the country in 2022 and while action was being taken to correct shortcomings, the State Ministry was terminated and Division brought under the Ministry of Plantation Industries through Gazette Extraordinary No.2281/41 dated 27.05.2022



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Department of Agriculture
Part One : 89.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
Internal Audit queries had not been answered within one month.	1. When audit queries are raised, the relevant institution is informed the necessity of answering the same within a period less than one month. Accordingly in many instances, action will be taken to submit a temporary reply interim report until a detailed reply is sent. 2. In instances where it was felt that responding within a one month is difficult, a reasonable period of time is requested by Head of the Institution. In such instances, though month is over action has been taken to get the answer the query. 3. When it got delayed to submit answers to Audit Queries, action has been taken to obtain answers through remainders.
Documents to confirm the ownership of all vehicles were not in possession	1. Action has been taken by my letter No කෘෂි/ප 5/1/12/2 dated 21.08.2020 to educate all Directors on the necessity of referring registration documents of vehicles longed to all Sub be. the Department of Agriculture to the Head Office Units of 2. Accordingly, action has been taken to enter data in registration documents referred to the Head Office. According to that data system, the following information have been identified..



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Serial No.	Sub Unit	Total No. of vehicles registered	No. of vehicles of which duplications of registration documents have to be obtained to confirm the ownership
01	Administration Division	10	Registration documents in respect of all vehicles available.
02	Finance Division	09	Registration documents in respect of all vehicles available
03	Progress Monitoring & Evaluation Division	03	Registration documents in respect of all vehicles available
04	Social Economy and Planning Centre	08	Registration documents in respect of all vehicles available
05	Natural Resources Management Centre	10	Registration documents in respect of all vehicles available
06	Engineering Division	18	02
07	National Agriculture Information & Communication Centre	40	05
08	Paddy Research and Development Institute	56	11
09	Field Crop Research & Development Institute	118	19
10	Fruit Research and Development Institute	58	11
11	Horticulture Crop Research and Development Institute	53	06
12	Seed certification and Plant Quarantine Centre	135	04
13	Extension and Training Centre	228	46
14	Seed and Planting Material Development Centre.	435	48


 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.

Handwritten signature

Jansala Dharmakoerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.

	1. Action has already been taken to obtain duplicates of registration of the majority of above-mentioned vehicles and undertaking is due to be completed soon. 2. Co-ordinating with the Department of Motor Traffics with regard to registration of 77 old vehicles not registered
Emblem of the state had not been painted on every vehicle.	1. I have informed all Sub Units by my letter No. කෘදේ/ප/2/12/5/7 dated 2017.01.16 to take action to print State Emblem on all pool vehicles belonged to all sub units of the Dept. of Agriculture in terms of the Public Administration Circular No.26/92. 2. In addition, I have taken action by my letters No. කෘදේ/ප/2/12/6/7 dated 26.06.2023, 16.11.2023 to call information relating to the printing of State Emblem on pool vehicles. According to those information, action has been taken to print State Emblem of all pool vehicles belonged to 08 Director Units. 3. Further State Emblem has been printed on majority of pool vehicles remaining in other Director Units and is expected to complete the undertaking within the period of next three months.
Condemned vehicles not disposed of in less than 08 months after condemning.	01. Information on DOA owned condemned vehicles suitable for disposal are reported in Gen.47 form to the Condemned Vehicle Asset Management.Branch after subjecting the same to the Board of Survey of the respective year. 02. Accordingly, in terms of F.R.756 (6) of Chapter 11.1 of the Public Finance Circular No.01/2020, Annual Board of Survey activities complete only on 15 March of the respective year. Vehicles identified for disposal are listed and classified after that date. Subsequently, it was decided whether those vehicles are owned by the Dept of Agriculture and possess registration documents. List of vehicles suitable for disposals are available only after that.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
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03. Subsequently, Committees have to be appointed to identify and value the respective vehicles under classification of 03 groups based on Guideline applicable to the removal of condemned state vehicles from use under F.R.770 (4) (g) , Paragraph 13.2 of Public Finance Circular No.01/2020.
04. There are 250 Divisions established island wide under the Department of Agriculture. Valuation Boards have to take time to value the respective vehicles depending on the number of vehicles available. Subsequently, the list of vehicles identified for disposal has to be submitted to the Chief Counting Officer to get the approval for disposal. Soon after the receipt of the said approval, the respective vehicles are classified under 03 groups referred to in the above paragraph. After that the list of vehicles with other documents relating to the procurement process on the recommendation of the Technical Evaluation Committee, submitted to the Procurement .Committee of the Dept. of Agriculture or the Divisional Procurement Committee.
05. Following the receipt of the approval of the Procurement Committee, press notifications were published to invite bids for the disposal of vehicles for which about 01-month period is available. Following The opening of bids, bid values in respect of vehicles are listed and re-submitted to the Procurement Committee on the recommendation of the Technical Evaluation Committee soon after the receipt of that approval vehicles are removed and disposal finalized.


L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

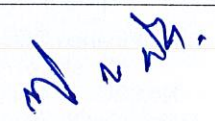

Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Non-settlement of inactive bank accounts remaining during the year under review or coming from previous years. Non settlement within one-month balances not disclosed through Bank Reconciliation Statements but require adjustments in terms of Financial Regulations

01. Accordingly, all inactive bank accounts available during the year under review or remaining since previous years have been settled. It has been confirmed that Account No. 057100199027199 remains inactive since 27.01.2020 Necessary information for closing of this Account has been submitted to. the Dept. of Treasury Operation
02. All balances disclosed through Bank Reconciliation Statements which require adjustments have now been settled.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Existing of loan balances in arrears over a period of one year.

01. Action is being taken with frequent attention to Sections 4 and 6, chapter XXIV of the Establishment Code on loan balances recoverable from Advance Accounts of Public Officers, officers retired without pension, from officers interdicted, from officers who vacated the post, from officers transferred by various divisions under centralization and from officers gone abroad having vacated the post.

Action has been taken to recover by 30.01.2024 a loan balances totaling Rs. 8,106,324.56 from 104 officers out of Rs.10,812,813.03 receivable from 154 officers referred to in Auditor General's Summary report submitted on 17.05.2022 applicable to the accounting year 2021, summary of which is submitted through Annexure 01.

The following actions have been taken to recover remaining total loan balance of Rs.2,706,488.47 yet to be recoverable from 50 officers.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

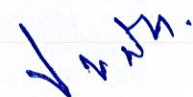


Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

	Category	Number of officers	Action taken and present situation
1	Loan balances recoverable from officers died (11)	04 07	- Files have been submitted to the Dept. of Pension. - Action is being taken to send files to the Dept. of Pension.
2	L B recoverable from retired officers (07)	07	Action is being taken to send files to the Dept. of Pension.
3	Loan balances recoverable from officers without pension (03)	03	Calculation of a service gratuity for officers who are not entitled to a gratuity due to insufficiency of the period of service is continuing following which recovery is possible
4	Loan balances recoverable from officers interdicted (01)	01	Reports are being prepared to delete loan balances on the advice received from Attorney General
5	Loan balances recoverable from officers who vacated the post (22)	03 01 04 06 03 03 02	- L.Balances.are being recovered in instalments - Cases have been filed for recovery of L.B. - Reports for deletion sent to the Ministry of Agriculture which requested confirmation on 03 officers, report of which is being prepared - Reports are being prepared to delete loan balances on the advice of Attorney General - Submitted to Attorney General for legal advice. - Collecting information to submit to Attorney General - Efforts have been made to recover. But due to Debter's non-payment, action is being taken towards deletion



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

6	Loan balances recoverable from officers gone abroad on Pay (03)	01 01 01	- Action is being taken to submit to Attorney General for legal advice. - Submitted to Attorney General for advice.
			Requests made to recover from security deposits of the officer
7	Loan balances recoverable from officers transferred under Centralization (03)	01 01 01	- Action is being taken to submit to Attorney General's advice - Efforts have been made to recover. But due to Debter's non-payment, action is being taken towards deletion - File referred to the Election Commissioner to establish the current residency of the Debter for recovery of the loan.
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L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

Part Two : 78.00

Training opportunities not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources Plan that has been formulated. Out of the training opportunities planed, the extent of trainings granted was less than 50%..	In view of the Covid 19 pandemic in 2021 spreaded in this country, limitation to travelling, Quarantine Curfew, Limitation for reporting to work have to be imposed. Due to these health guidelines, got it practically difficult to implement training programme. Further due to minimization of individuals' presence in public places, conducting of planned practical training was impossible. Therefore, kindly informed that it was not possible ensure training opportunities not less than at least 12 hours per year to over 50% of the staff in 2021.
Audit opinion on the Accounts of the institution remained either at a level of Disclaim or adverse	In previous years a Qualified Opinion was expressed and not an opinion at the level of Disclaim or Adverse.
Declarations of Assets and Liability of every officer had not been submitted.	As there are about 260 sub units under the Dept. of Agriculture, Asset and Liability Declarations have to be obtained from a large number of officers. Therefore, in order to minimize avoiding, the Administration Division 03 with effect from the year 2022 obtain Assets and Liability Declaration only from all Directors and officers in the Administration Division, submission of which is required. All the other officers have to hand over their Assets and Liability Declarations to the respective Director. All Directors have been informed to submit details of officers who have submitted Assets and Liability declarations to the Administration Division 03 annually.
No action had been taken to transfer officers who had completed the maximum period of service.	By 2021, annual transfers have been implemented with regard to posts for which transfer procedures of the Department of Agriculture approved. Up to 2020 in many instances although priority has been given to the requests of officers, transfers in 2021 were given to officers who completed the maximum period of service in one and the same place of work.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

In this process, attention was paid to the prevention of disturbance to duties in the Institution/Unit when a large number of transfers are implemented at a time.

Following transfer procedures have been approved for all posts for which transfer procedures not approved. Action is being taken at present to implement transfers in respect of those posts too. However, Transfer Boards are taking action to implement annual transfers of officers in consideration of maximum period of service in the same place of work in group so as not to disturb normal duties.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Department of Animal Production and Health
Part One : 86.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
Every audit query raised by the Auditor General had not been answered within a month.	Delays are caused in instances where information are called from Divisional Offices to prepare replies. In such instances interim answers are submitted by informing the situation. However, action will be taken to answer as early as possible by requesting additional time to reply Further in order to minimize the delay, action has been taken to call for information through e mail and introducing Google sheet.
Internal Audit queries had not been answered within a month	With regard to Internal Audit Queries, in many instances answers are submitted within a prescribed period of time. However, delays are caused in instances where information are called from Divisional offices such as Livestock Investigation Centers. In such instances interim answers are submitted by informing the existing situation. However, action will be taken to reply as early as possible by requesting additional time to answer. Further in order to minimize the delay, action has been taken to call for information through e mail and introducing Google sheet.
Emblem of the state had not been painted in every vehicle	Out of Department owned vehicles, State Emblem has been painted on majority of vehicles and on other vehicles State Emblem is displayed either by using printed sticker or other means. However, action is being taken to painted the State Emblem on all vehicles.



L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.

185



Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

A condemned vehicle had not been disposed of within a period not exceeding 08 months after condemning	Disposal of condemned vehicles in 2021 was finalized during 2022. With regard to vehicles requiring disposal in future action is being taken in terms of provisions under Public Finance Circular 02/2015
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	Fuel testing of vehicles was disturbed in view of the Covid 19 pandemic and fuel crisis prevailed in 2021 and early part of 2022. However, at present normalcy has been restored in those testing.
Subsequent to the utilization of provision allocated to a vote under F.R.94(1), commitments had been incurred in excess of the approved limit.	Instances of this nature have been caused due to increase of charges of utility services such as electricity and water coupled with insufficiency of provisions made available. Instructions have been issued to control such situations in future through proper management of the use of those utility services.
Allocation of provisions to other institution beyond the prescribed period of time.	Provisions had been allocated to the Government Printing Department for printing in 2021 and all such allocation had been made within the prescribed period of time.


 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.


 Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.60/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Part Two : 79.00

Non availability of an opportunity for general public to lodge complaints or note commendations through website maintained by the Department.	Although opportunities not available at present for the general public to lodge complaints or note commendations in the website maintained by the Department, that opportunity has been provided in the newly prepared webpage due to open in the future
No methodology had been formulated by the institution to monitor and evaluate the implementation of the Citizen's/Clients' Charter.	Citizens'/Clients' Charter has been published in the website of the Department. A separate box for putting public complaints regarding issues arising out of providing services to the public has been kept near the Reception Counter. Complaints are examined once a week and a methodology has been established to address them.
Performance Agreements had not been drafted and entered to cover entire staff.	Departmental Circular has been issued on performance appraisal and action taken accordingly.
The extent of trainings granted out of the planed opportunities remained less than 50%.	Offices were open for duties only for 06 months in 2021, limitation of attending to duties physically, calling of officer for duties on a roster basis made it difficult for coOrdinating officers for implementing training programmes. However, at present planned training programmes are implementing 100% successfully.
Audit opinion on the Accounts of the institution remained either at a level of Disclaim or adverse.	According to Audit Summary Report No. KDAC/DAPH/A/2021/81 dated 31.05.2022 issued by the National Audit Office, Qualified Opinion was expressed for 2021 and it was not at the level of Disclaim or Adverse



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Department of Rubber Development
Part One : 89.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
Documents confirm the ownership of vehicles were not in possession	Out of vehicles remaining with the Department, ownership of them except 03 Cabs are also with the Department and necessary action is being taken transfer the ownership of them.
A condemned vehicle had not been disposed of within a period not exceeding 08 months after condemning.	In view of the Covid Pandemic which affected the country from time to time in 2021, limitation on travelling introduced, officers' attendance to duties on roster basis enforced in keeping with Health Guidelines. Therefore, getting approval of the Department of Motor Traffic got delayed. However, at present disposal of vehicles done.
Action had not been taken in terms of F.R.103, 104, 109 & 110 in respect of accidents caused to government vehicles.	A delay was experienced for taking action on state vehicles subjected to accidents in terms of F.R.103, 104, 109, 110. However, at present those delayed activities are fulfilling in a normal way.
In terms of provisions included in Paragraph 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	In view of the Covid Pandemic which affected the country from time to time in 2021, limitation on travelling introduced, officers' attendance to duties on roster basis enforced in keeping with Health Guidelines. Therefore, during the year fuel testing got delayed or came to a standstill during the year.
Subsequent to the utilization of provisions allocated to a vote under F.R.94(1), commitments had been incurred in excess of the approved limit.	F.R.94 (1) is not liabilities. Accordingly, F.R. 94 (2) liability not exceeded the limit of provisions. However, action has been taken to instruct officials not to incur liability exceeding the limit of balance provisions
Provisions allocated to other institutions beyond due time.	No action has been taken to allocate provision to other institutions beyond the prescribed period of time.



L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Loan balances in arrears remaining over a period of one year.	Loan balances in arrears were available in respect of two officers as at 31.12.2021 and action on one of them completed. The other balances have been referred to Attorney General Department for taking legal action.
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L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

189



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Part Two : 99.00

The extent of trainings granted out of the planed opportunities remained less than 50%.

Due to Covid pandemic situation arising from time to time in 2021, people have to adhere to travelling limitations and to follow health guidelines. Accordingly, conducting of training programmes ,too had to be restricted. However out of allocation of provisions for training in 2021, 70% has been utilized.


L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.


Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Department of Export Agriculture
Part One : 92.00

Draw backs identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct drawbacks/implement recommendations made by the Committee and current situation.
In terms of Public Accounts Circular No. 171/2004 dated 11.05.2004, the first second and third passwords applicable to computer software of Government pay adjustments	Admit. Steps shall be taken from this year to alter the first, second and third passwords applicable to Computer software for Government salary calculation.
Non availability of documents in the possession with regard to ownership of every vehicle.	Documents of establishing ownership of every vehicles are in the possession.
State Emblem had not been painted on all vehicles.	Action has been taken to paint State Emblem on all vehicles
A vehicle condemned had not been disposed of within a period not exceeding 08 months.	Relevant information have been submitted to the Committee appointed in terms of the Public Finance Circular 02/2015 for disposal of vehicles
In terms of provisions included in Para 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel burning of the institute owned vehicles had not been tested.	These fuel testing couldn't be carried out due to limitation of fuel use and the issuing of fuel on QR Code in view of the Covid situation and fuel crisis in 2021. Action will be taken to conduct relevant testing during this year.
Availability of loan balances in arrears remaining over a period of one year.	Legal action has been taken on the recovery of loan balances of Mr.W.M.Herath Nissanka and Mr.D.G.Siriwardena.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No 80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Recruitment of staff in excess of the approved limit.	Mr.L.G.Wasantha, Mr.G.L.U.Fransis, Mr.P.A.L.Sundaralingam are new on retirement upon completion of 60 years of age. As they had joined the public service after 45 years of age pension had not been paid. At present action is being pursued to make them entitled to pension following which their loan balances are to be recovered from the Pension Gratuity.
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 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.



Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Part Two :61.00

Proper human Resources Plan had not been formulated in terms of provisions in the Public Administration Circular No.02/2018 dated 24 January 2018.	Although initial step completed with regard to the formulation of the Human Resources Development Plan in 2021, in view of the Covid Pandemic situation in the country followed by limitation to travelling and curfew imposed from time to time, it was impossible to finalized during the year. However, from 2022 the Human Resources Development Plan have been formulated
Training opportunity not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources that has been prepared.	In view of the Covid pandemic situation prevailed in 2021 it was not possible to carry out training programmes for officers properly during the year. However it was properly implemented in 2022.
Entire staff had not been included in the preparation and entering into Performance Bond.	Although Performance Bonds for officers belonged to Staff Grade and non- Staff Grade had been completed. However, at the time of entering into Agreement the institution had to face certain issues making it impossible to enter into agreement upto the end of the year. However, in 2022 it was properly arranged and signed.
Senior officer of the institution has not been named to formulate human resources development plans and to implement capacity building and skill development programmes.	In terms of No.6.5 of the Circular 02/2018 of 2021 the responsibility of formulating Human Resources Development Plans and implementation of capacity Building and Skill Development Programmes had been entrusted to a senior officer of the institution holding the post of Additional Director General (Administration). Following the retirement of this lady officer the responsibility has been entrusted to the Assistant Director (Administration).
The extent of trainings granted out of the planed opportunities remained less than 50%..	In view of the Covid pandemic situation prevailed in 2021 it was not possible to carry out training programmes for officers properly during the year adhering to Health Guidelines. However, it was properly implemented in 2022.



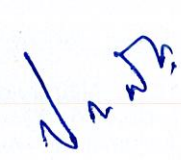
L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.



Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

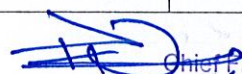
Audit opinion on the Accounts of the institution remained either at a level of Disclaim or Adverse	In previous years a Qualified Opinion was expressed and not an opinion at the level of Disclaim or Adverse
No action had been taken to transfer officers who had completed the maximum period of service.	The difference appearing in Deposit Account, difference appearing in Cash Flow Statement in 2021 was caused by an inadvertent delay. However Financial Statement of 2022 have been prepared and submitted correctly without such happenings.


L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.

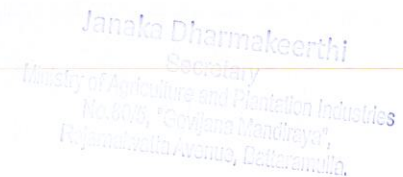

J. Dharma Keerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.60/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Department of Agrarian Development
Part One : 60.00

Shortcomings identified by the Committee/Orders issued by the Committee.	Cause of Actions taken to correct shortcomings/implement recommendations made by the Committee and current situation.
Non updating of Fixed Assets Register.	In terms of Public Account Guideline 05/2021 No.8.1 dated 12.07.2013, instructions were issued that maintaining Fixed Assets Register prepared through CIGAS System is sufficient. Accordingly Fixed Assets Register is maintained for Head Office and 25 District Offices in terms of the relevant Circular.
Every Audit query raised by the Auditor General had not been answered within a month	Admit that every audit query submitted by Auditor General had not been answered within a month. Services are provided to the public by the Department of Agrarian Development through 562 Agrarian Services Centres islandwide and 25 district offices. District Offices and all those Agrarian Service Centres are audited and audit queries are submitted by the Audit Superintendent of the District. In addition, the respective District Offices and Agrarian Services Centres are audited by the Government Audit Division of the Head Office. Accordingly, clarifications applicable to all audit queries have to be obtained from the respective district offices and Agrarian Services Centres for drafting answers to queries. With regard to certain audit queries the given period of time is insufficient for drafting replies after obtaining the necessary clarifications. In such instance practical difficulties are experienced in replying audit queries within the prescribed period of time. However, at present actions are being taken to submit replies to all audit queries at the earliest which got delayed to submit final replies. A formal methodology has been introduced to expedite the final drafting of replies by minimizing issues of this nature which will be implemented in the future.


L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.




Janaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

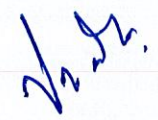
Non submission of answers to internal audit queries within a month.	The Commissioner General of Agrarian Development has written to all Deputy/Assistant Commissioners of Agrarian Development in charge of the respective district to submit within 14 days on issues raised through internal audit report. This internal audit report following the receipt is referred to the Agrarian Development Officer in charge of the respective Agrarian Service Centre to obtain clarifications. A period more than one month is required to draft and submit replies to the Commissioner General of Agrarian Development with the observations of the Deputy/Assistant Commissioners of Agrarian Development in charge of the respective districts under their signature. Accordingly, attention is paid at Audit and Management Committee meeting and Progress Review Meeting to prevent the delay.
In terms of F.R. 134 (2) copies of internal audit reports had not been submitted to the Auditor General.	In terms of F.R.134(3) copies of Internal Audit Reports have been submitted to the Auditor General kindly inform that the Copy of the Internal Audit Report issued under the signature of the Chief Internal Auditor with the covering letter of the Commissioner General of Agrarian Development to the Auditor General.
In terms of Paragraph 7 of the Assets Management Circular No.1/2017 dated 26.06.2017, details of assets purchased in 2018 and disposals had not been submitted to the Controller General.	Information on assets to be purchased have been submitted to the Controller General's Office on 31.12.2021. Although it has been informed by the Office of the Controller General that advises would be issued on the inclusion of information relating to disposal. As soon as the instructions received, action will be taken to send the relevant information to the office of the Controller General.


 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.


 Jendaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

The Board of Survey Report had not been submitted to the Auditor General in terms of F.R. 756 (6) within the time frame at Paragraph 11.1. Part 1 of the Public Finance Circular 01/2020 dated 28.08.2020.	All Board of Reports applicable to 2022 have been submitted to the Auditor General on 17.03.2023, 03.04.2023 and 10.05.2023 (within the time frame of Circular 1/2020).
Recommendations on excesses, deficiencies revealed at annual Board of Survey and other recommendations have not been implemented within the prescribed period of time	Recommendations on shortages and excesses revealed at the Annual Board of Survey 2022 have been implemented and appointments of Board of Surveys for 2023 finalized. It is expected to take action to submit the relevant reports within the prescribed time frame as per circular 1/2020 to the Auditor General following completion of Board of Survey activities.
Documents to confirm the ownership of every vehicle were not in possession.	The number of vehicles registered in the name of Commissioner General of Agrarian Development, Dept of Agrarian Development is 142 of which with regard to 10 vehicles originals of registration not available. Accordingly, the complaint No.7/4/1 vehicle issues dated 01.01.2024 was lodged at the Cinnamon Garden Police Station to obtain copies of originals of them. Action will be taken to submit the copy of the complaint to the Department of Motor Traffic for obtaining duplicate of Registration Documents. Further it is expected to transfer 15 vehicles (institutions currently liquidated) in the name of Commissioner General, Agrarian Development. In terms of the Asset Management Circular 03/2018 dated 10.10.2018, this transfer could be activated through the office of Controller General. At present police complaint in respect of those 15 vehicles has been submitted and future activities in this regard will be taken on the relevant instructions.
Daily running records and monthly summary reports for pool vehicles not submitted to Auditor General.	Daily running charts and monthly summaries for pool vehicle are submitted to the Audit Division before 15th day of the following month. Only daily running charts for December 2023 are to be forwarded to the Audit Division and action is being taken in this regard.


 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
 Ministry of Agriculture
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Aveue, Battaramulla.


 Jānaka Dharmakeerthi
 Secretary
 Ministry of Agriculture and Plantation Industries
 No.80/5, "Govijana Mandiraya",
 Rajamalwatta Avenue, Battaramulla.

Emblem of the state had not been painted on every vehicle.	State Emblem depicting stickers have been pasted on vehicles of the Department. With the passage of time, brightness faded and not visible. Therefore, at present arrangements have been made to paint state emblem on departmental vehicles.
A condemned vehicle had not been disposed of within a period not exceeding 08 months after condemning.	Disposal of 13 vehicles finalized. In the absence of originals of registration in respect of the Department registered in the name of Commissioner General of Agrarian Development, it was not possible to implement their disposal. Accordingly, the complaint No.7/4/1 vehicle issues dated 01.01.2024 was lodged at the Cinnamon Garden Police Station to obtain copies of originals of them. Action will be taken to submit the copy of the complaint to the Department of Motor Traffic for obtaining a duplicate of Registration Documents.
	Further it is expected to transfer 15 vehicles (of institutions currently liquidated) in the name of Commissioner General, Agrarian Development. In terms of the Asset Management Circular 03/2018 dated 10.10.2018, this transfer could be activated through the office of Controller General. At present police complaint in respect of those 15 vehicles has been submitted and future activities in this regard will be taken on the relevant instructions. Accordingly, following the settlement of issues a comprehensive plan has been formulated for disposal of vehicles by appointing a special Board of Survey.
Updated Log Books had not been maintained in respect of every vehicle.	Log Book for vehicles have been updated.



L.P.S. Kumara
Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.



Jayasinghe Dharmakeerthi
Secretary
Ministry of Agriculture and Horticulture Industries
No.80/5, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Action had not been taken in terms of F.R.103, 104, 109 & 110 in respect of accidents caused to government vehicles.

Action has been taken with regard to the following vehicles in terms of F.R. 103,104,109 & 110.

53-9816 – the case No. 2704/M heard in the District Court, Puttalam ended on 18.02.2021. According to the verdict given, the Respondent of the Case Sainool Abdeen Mohammad Siyad has paid a sum of Rs.149,750.00, being the amount calculated by the Department as a loss to the District Office of Agrarian Development, Puttalam under Receipt No. A/24 716613 dated 16.02.2021.

56-8055- In the absence of sufficient documents to recover the loss, it is due to take action by referring to the verdict.

A letter was sent to the Deputy Commissioner of Agrarian Development Ratnapura on 02.05.2023 to ascertain whether the loss caused to the vehicle due to accident has been recovered from drivers responsible for the Accident. In response to the letter a copy of the letter sent by Deputy Commissioner of Agrarian Development, Ratnapura dated 26.06.2023 to the Magistrate, Embilipitiya to obtain a copy of the verdict has been submitted to the Department. Soon after the receipt of the report, future action will be pursued.

PB-5280 – This being an accident unavailable, loss is considered as a loss caused to vehicle. Accordingly action will be taken to delete the loss from the Book.

250-2078 – In response to the letter dated 24.11.2015, the preliminary report on losses under F.R.104 (3) and the final report on the loss under F.R. 104 (4) have been made available by the District Office of Agrarian Development, Anuradhapura.

As a future action in this regard, documents to delete the loss from the under F.R.109.have been prepared.

53-9830- Deputy District Commissioner of Agrarian Development, Kurunegala by his letter No. 7/1/2/32/1 dated 12.12.2013 has submitted a letter to the Attorney General' Department requesting that action be taken to file a compensation case (Annexure 10). Accordingly, the case No.15/MD was filed at District Court, Kurunegala to claim compensation.

Co-operative Insurance Co.Ltd, second Respondent of the Case No. 15 / MD District Court, Kurunegala has agreed to pay Rs.51,750. As Commissioner General of Agrarian Development has agreed to accept the sum as compensation payment, the case was dismissed.

Action is being pursued with regard to other accident files.

L.P.S. Kumara

Chief Finance Officer-Fertilizer Division
Ministry of Agriculture
No.80/5, "Govijana Mandiraya",
Rajamalwatta Aveue, Battaramulla.

199

Janaka Dharmakeerthi

Secretary

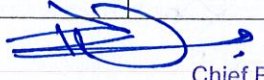
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Rajamalwatta Avenue, Battaramulla.

In terms of provisions included in Para 3.1 of the Public Administration Circular 2016/30 dated 29.12.2016, fuel consumption of the institute owned vehicles had not been tested.	Although a formal Board was appointed to conduct fuel testing in 2022, it was not materialized due to fuel crisis prevailed at that time. Action is been taken to conduct fuel consumption test this year systematically. Fuel testing for 12 vehicles conducted in 2024.
No settlement had been made within a month as per F.R. Regulations with regard to balances requiring adjustments revealed through Bank Reconciliation Statements.	Part of unidentified receipts and identified payments as at 31.12.2021 have been settled under F.R.396. Certain unidentified receipts and unidentified payment are yet to be settled.
Subsequent to the utilization of provisions allocated to a vote under F.R.94 (1), commitments had been incurred in excess of the approved limit. Provisions have been allocated to other institutions beyond the prescribed period	After utilization of provisions under allocation in terms of F.R..94 (1) commitment not incurred in excess of remaining provisions.

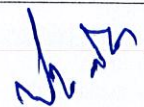

 L.P.S. Kumara
 Chief Finance Officer-Fertilizer Division
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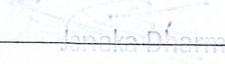

 Janaka Dharmakeerthi
 Secretary
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Covering approval had not been obtained on exceeding of limits imposed by the Parliament with regard to Advances to Public Officers.	Although requested minimum receipt limit being Rs.200 Mn. As identified by the Department at the request for Advance B Account Limit, the National Budget Department had approved Rs.290 Mn. Minimum Receipt Limit of Rs.290 Mn. being unachievable, request for revising the limit as Rs.250 Mn. was forwarded to the Ministry of Finance in December 2021. Accordingly the National Budget Department by its Letter No. BD/AA/LR/01/2022 dated 31.12.2021 had granted approval to revise the Minimum Receipt Limit upto Rs.250 Mn.
Loan balances in arrears remaining over a period of one year.	The relevant parties/institutions were informed to settle outstanding loan balances in arrears. Accordingly, a considerable amount of loan balances have been recovered. With regard to loan balance truly unrecoverable, approval has been sought from the Ministry of Finance to delete the same.
No action had been taken in terms of F.R.571 with regard to lapsed deposits in the General Deposit Account.	Action is being pursued to settle lapsed deposits available in the General Deposit Account on priority basis depending on the receipt of Petty Cash from the Dept. of Treasury Operation.
Non taking of initiatives to submit the Annual Performance Report in Parliament.	➤ Annual Report 2019, printed in all three languages submitted to the Ministry in 12 copies through letter dated 27.11.2013 ➤ Performance Reports 2020,2021 and 2022 have been submitted to the Ministry for approval. ➤ Performance Report 2023, facts have been filed to prepare the report.
Necessary action had not been taken in terms of provisions of the Public Account Circular No.30/94 dated 20.04.1994 on foreign aids received by the institution.	In terms of 5.1 of the Public Account Circular No.30/94 dated 20.04.1994, expenditure of foreign funded projects has been reported to the General Treasury through Account Summaries and Transfer orders under the relevant Head, Programme, Project and Expenditure Code. Further action has been taken to remit the non- expended balance amount as at 31.12.2021 at the settlement of year-end accounts.


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201



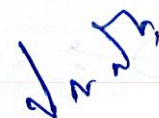

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Part Two : 48.00

Not maintaining documents to register Complaints over non furnishing of information requested and the cause of actions taken regarding the same.	At present a methodology of maintaining a register for entering complaints on non-furnishing information requested as well as cause of actions taken in this regard is being formulated. Up to date action has been taken to provide information requested without any inadvertent delay/mistake.
No website had been created and maintained for the general public to gain access to information of the institution. No opportunity had been provided for the people to lodge complaints or commendations through website being maintained by the Institution.	➤ Official website of this Department was formulated under the patronage of the United Nations Development Programme and at the time of creating the website it has been planned only to update general information. ➤ A large amount of money and time is required to implement requirements pointed at auditing. Therefore, facilities have been provided for the general public to express their view on a open webpage of the website connect to the Departmental website www.agrarian.depat.lk ➤ In addition, Public Complaint Box has been kept at the entrance of the Head office to make complaints by the public on any form of corruption and abuses.
Citizens'/Clients, Charter had not been properly documented and implemented.	At present necessary information are collecting from various divisions of the Department towards formulating Citizen's/Clients' Charter and action will be taken to finalize formulation and implement the Charter as early as possible.
Training opportunities not less than at least 12 hours per year had not been provided to over 50% of the staff through the Human Resources Plan that has been formulated	In 2020 the Training Division of the Department of Agrarian Development has formulated Action Plan 2021 to implement 11 training programmes to train 785 officers of this Department (estimated cost of Rs..3,000,000.00) However 05 of the programmes had to be removed and at the request of officers and depending on service requirement 06 priority programmes not included in the Action Plan 2021 have been conducted.



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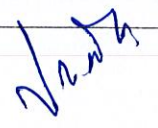
Janaka Dharmakeerthi
Secretary
Ministry of Agriculture and Plantation Industries
No.60/3, "Govijana Mandiraya",
Rajamalwatta Avenue, Battaramulla.

Summary of the Action Plan 2021

Details	Number of programmes	Estimated Cost (Rs.)	Actual Cost (Rs.)	Target participation	Actual participation
Training programmes as per Action Plan 2021	11	3,000,000.00	-	785	-
(-) Training programmes deleted from the Action Plan 2021	(05)	(1,050,000.00)	-	(300)	-
Training programme/implemented based on Action Plan 2021	06	1,950,000.00	1,361,770.00	485	306
Newly added training programmes + 2021	06		1,963,075.50	-	190
Training programmes implement in 2021	12		3,324,845.50		496

Accordingly at the end of the year 2021, training Division of the Dept. of Agrarian Development has conducted 12 training programmes for 496 officers.


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Declaration of Assets and Liability had not been submitted by all officers.	All staff officers have been made aware by my letter No. 7/2/2/5/1/3(IV)(Temporary) dated 07.04.2022 of the requirement of submitting their Assets and Liability Declaration annually by 30 June of the respective year which should include assets and liabilities existing as at 31 March every year. In terms of the relevant circulars and instructions in 2024, action will be taken to update all Assets Liability Declarations.
Recoveries in terms of F.R.156(1) had not been made to cover losses caused to the State from officials	Rs. 71,321,516.57 is recoverable from officers as losses caused to the government and action is being taken to recover a sum of Rs.43,876,127.74 through the Department and Rs.27,445,388.83 through legal action.
No action had been taken to transfer officers who had completed the maximum period of service.	• In view of the Covid situation prevailed in 2020, it was not possible to implement annual transfers. However annual internal transfers implemented in 2021. • Due to economic crisis which affected hit the country in 2022, transfers were not implemented in consideration of various difficulties faced by officers. • Internal transfer procedure was formulated and implemented on 02.05.2023 for posts of Agrarian Development Officer, Development Officer, Management Assistant, Agriculture Research and Production Assistant (ARPA), Labourer and Watcher who has been serving for a long period in a district office, Agrarian Services Centre or ARPA Division attached to the Department. • Transfers were implemented in 2023 and all district offices were informed to call for applications from officers for annual internal transfers in 2024. • This process is continuously implementing in 2024 as well.



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Ministry of Agriculture and Plantation Industries
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	මුළු නිලධාරීන් ගණන	මියගිය නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		විශ්‍රාම ගිය නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		විශ්‍රාම වැටුපක් රහිත නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		වැඩ තහනම් කළ නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		සේවය හැරගිය නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		වැටුප් සහිත විදේශගත නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		මධ්‍යගත කිරීම යටතේ මාරු කළ නිලධාරීන්ගෙන් අයවිය යුතු ණය ශේෂ		ශේෂය
		නිලධාරීන් ගණන	රු.	නිලධාරීන් ගණන	රු.	නිලධාරීන් ගණන	රු.	නිලධාරීන් ගණන	රු.	නිලධාරීන් ගණන	රු.	නිලධාරීන් ගණන	රු.	නිලධාරීන් ගණන	රු.	රු.
2022.05.17 දින 2022 විගණකාධිපති සම්පූර්ණ වාර්තාවට අදාළව ණය ශේෂය	154	20	2,211,596.30	85	6,435,977.50	7	126,087.00	4	20,832.15	31	1,656,432.48	3	218,495.60	4	143,392.00	10,812,813.03
2024.01.31 දක්වා අයවීම්	104	9	1,196,316.43	78	6,060,300.50	4	115,287.00	3	18,832.15	9	656,211.48	0	-	1	59,377.00	8,106,324.56
2024.01.31 දිනට ශේෂය	50	11	1,015,279.87	7	375,677.00	3	10,800.00	1	2,000.00	22	1,000,221.00	3	218,495.60	3	84,015.00	2,706,488.47

