පාර්ලිමේන්තු ප්‍රකාශන මාලා අංකය : 290

ආයතනයේ නම - රෙජිස්ට්‍රාර් ජනරාල් දෙපාර්තමේන්තුව

පාර්ලිමේන්තුවේ රජයේ ගිණුම් පිළිබඳ කාරක සභාව විසින් සභාගත කරන ලද වාර්තා සම්බන්ධයෙන් ස්ථාවර නියෝග අංක 119(4) යටතේ ගරු ආයතන භාර අමාත්‍යවරයාගේ නිරීක්ෂණ හා ගනු ලබන පියවර පාර්ලිමේන්තුව වෙත ඉදිරිපත් කිරීම

பாராளுமன்ற வெளியீட்டுத் தொடர் இலக்கம் : 290

நிறுவனத்தின் பெயர் : பதிவாளர் நாயகத் திணைக்களம்

பாராளுமன்றத்தின் அரச கணக்குக் குழுவினால் முன்வைக்கப்பட்ட அறிக்கை தொடர்பாக நிலையியற் கட்டளை இலக்கம் 119(4) இன் கீழ் நிறுவனங்களிற்குப் பொறுப்பான கௌரவ அமைச்சரின் அவதானிப்புக்களும் மற்றும் அது தொடர்பாக எடுக்கப்படும் நடவடிக்கைகளும் பாராளுமன்றத்திற்கு சமர்ப்பித்தல்.

Parliamentary Series No : 290

Name of the Institution – Registrar Generals' Department

Submission of the 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 119(4).

Presenting the observations and measures taken regarding Standing Order 119(4) tabled by the Committee on Public Accounts of the Parliament of Sri Lanka to the Parliament. (Part One)

Parliament Publication Serios No.290

Department: Registrar General's Department

	Shortcomings and directions pointed out by	Actions taken by the Accounting officers	Current pogress
1	Fixed asset register has not kept up to date.	Necessary steps have been taken to include all the fixed assets of the department in the asset register and to update it.	Has now been updated.
2	The register of damages has not been kept up to date. .	Necessary instructions has been given for updating and maintaining the register of damages.	The damage register has been started.
3	According to the Public Accounts Circular No. 171/2004 dated 11.05.2004, the first, second and third passwords related to the government salary processing computer software have not been changed once in three months.	The staff and subject officers have been instructed to change the relevant passwords once in three months as per the instructions in the Public Accounts Circulars.	The relevant passwords have already been changed and necessary steps have been taken to change the first, second and third passwords related to the salary processing computer software every three months.
4	The annual procurement plan has not been prepared.	Relevant officers have been instructed to prepare the annual procurement plan accurately.	The annual procurement plan has been prepared, yet the structure was not in the prescribed form. 2023, 2024 have been prepared in the prescribed format.
5	Every audit query raised by the Auditor General has not been answered within a month.	Information has been obtained from all departments related to the audit query without delay and steps have been taken to provide answers to the audit queries.	Steps have been taken to submit replies without any delay as soon as possible.

6	Responses to internal audit queries has not been submitted within a month.	Giving instructions to inform the officers of the head office and regional offices to give answers to the internal audit queries within the relevant period in the staff officer meetings, audit management meeting and progress review meetings.	Arrangements are being made to send responses to internal audit queries by the due date.
7	According to paragraph 7 of Asset Management Circular No. 1/2017 dated 26.06.2017, the information about assets purchased and embezzled in the year 2018 has not been submitted to the Comptroller General's Office.	Steps have been taken to submit updated information to the Comptroller General's office.	The updated information is being presented currently.
8	The recommendation on surpluses, deficiencies and other recommendations revealed in the Annual Commodity Survey have not been implemented within the prescribed periods.	The relevant officials have been instructed to implement the recommendations revealed in the annual commodity survey, the recommendations regarding excesses and deficiencies and other recommendations within the stipulated time.	Currently, the recommendations are being implemented within the stipulated time.
9	A vehicle has not been used for less than 08 months after being impounded.	Necessary steps have been taken to expedite the disposal.	Although the arrangements had been made for the embezzlement, as the chassis numbers of the respective vehicles were erased, as per the instructions of the Comptroller General, it was reported to the Motor Transport Department and inspected by a motor inspector. I kindly inform that as soon as the relevant report is received, it will be forwarded for further work.

10	Regarding government vehicle accidents, proper measures has not been taken according to C.R. 103, 104, 109 and 110.	The relevant officials have been instructed to complete the work regarding the accident vehicles as soon as possible.	Regarding the vehicles involved in accidents, actions are being made according to the C.R.103 and C.R.104.
11	According to the provisions mentioned in paragraph 3.1 of State Administrative Circular No. 2016/30 dated 29.12.2016, checkouts on the fuel consumption of the vehicles owned by the institution have not been made.	Necessary steps have been taken to finish the work related to the fuel test as soon as possible.	The fuel inspection of the vehicles of the head office has been completed, and the vehicles of the regional offices are undergoing this work.
12	According to the C.R. the balances that should have been adjusted revealed in the bank reconciliation statements, have not been settled within a month.	Income accounting to the Registrar General's account is in a complicated situation, and steps have been taken to settle the receipts recorded as receipts in the bank account within a month. Instructions have been given to act accordingly as the C.R. regarding the checks issued but not presented due to the complexity of the bank account, which is more than 06 months old.	Actions have been taken to adjust the balances to be adjusted.
13	After utilization of the provision made for a subject of expenditure according to C.R. 94(1), the remaining appropriation limit has been committed in excess of the sanctioned limits.	Instructions have been given to act according to the C.R. 94(1)whenever possible and since there are a large number of offices under the department to be done, to act as per C.R. 94(2) only for essential matters.	The essential duties of the department, provisions have to be transferred by C.R.66, and steps have been taken to control it.

14	There were outstanding loan balances dating back more than a year.	Steps have been taken to take appropriate steps to recover the monthly outstanding loan balances and to discuss the progress of this in the Audit and Management Committee meeting.	To write off this loan if it is no longer possible to recover it.
15	Action had not been taken regarding the overdue deposits in the general deposit account, according to the C.R. 571.	Regarding overdue deposits in the general deposit account, instructions have been given to proceed as per C.R. 571.	Overdue deposits in the public deposit account have been dealt in 2023 according to the C.R. 571.
16	The interim measures issued in terms of C.R.371 has not been settled within one month after the completion of the tasks.	Interim notices are issued for all the offices under the department, and relevant instructions have been given to settle the same within one month after completion of the relevant work.	From the year 2023, taking steps to settle the relevant work within one month after the completion.
17	There were no written tasks assigned to all the staff.	Instructions have been given to assign written assignments to all the staff.	Arrangements are being made to assign written assignments to all the staff.

Presenting the observations and measures taken regarding Standing Order 119(4) tabled by the Committee on Public Accounts of the Parliament of Sri Lanka to the Parliament. (Part Two)

Presenting before the Parliament. (Part Two)

	Shortcomings and Directions	Actions taken by the Account	Current Progress
1	No record has been maintained detailing the provision/non-provision of information requested by the public.	Officers have been instructed to maintain this register properly.	The relevant register is being maintained.
2	No record has been maintained documenting the complaints made regarding non-provision of the requested information and explaining the actions taken in that regard.	Officers have been instructed to maintain this register properly.	The relevant register is being maintained.

3	The website maintained by the institution had not allowed the public to post complaints or compliments.	To take necessary technical measures for this purpose and to provide opportunity to the public to record complaints or compliments.	The website has incorporated appropriate technical measures for the public to record enquiries, complaints, suggestions and compliments. Accordingly, there is a reference for public enquiries, complaints and suggestions, and through this public references are received to the e-mail. This facility has been provided in all three languages.
4	According to the provisions of State Administration Circular No. 02/2018 dated No. 24 of 2018, a proper human resource plan hass not been prepared.	Instructions have been given to prepare human resource plan.	Department's Development and Training Division was established in August 2021, and the human resource plan for the year 2022 has not been prepared. But in the year 2023, a human resource plan has prepared.
5	A training opportunity of at least 12 hours per year for more than 50 percent of the staff has not been guaranteed by the prepared human resource plan.	Permission has been granted to the training programs implemented within the year.	In the year 2022, due to the economic problem in the country, basic programs were conducted based on the service requirement as per the instructions of the Registrar General. Since there was difficulty in moving the officers around due to the fuel crisis in the country, the training was conducted covering each province taking into consideration the service requirement. Also, some planned programs were not held. Ensuring that training opportunities of not less than 12 hours will be provided in the coming year according to the human resources plan.
6	Performance contracts have not been drawn up and contracted including the entire staff.	relevant officials have been instructied to take necessary steps.	The performance agreements have been prepared and the contracting process has been started.

7	There was no senior officer nominated in the institution to prepare human resource development plans and implement capacity and skill development programs.	A senior officer was appointed in the organization to implement the skill development programmes.	Deputy Registrar General of Admin Division has been nominated.
8	The number of training opportunities provided out of the planned training opportunities was less than 50%.	Instructions were given to take necessary steps to provide necessary training opportunities.	Since increasing the constitutional acts and legal knowledge greatly affects the improvement of the service, priority was given to provide knowledge regarding those acts.
9	The audit opinion on the accounts was either the claimant or the cause thereof.	Instructions were given to take necessary steps to achieve a favorable audit opinion on the company's accounts.	Necessary activities are being made to reach a favorable level of audit opinion on the company's accounts.
10	The recommendations of the Auditor General's report have not been implemented.	The relevant officials were instructed to implement the recommendations of the Auditor General's report.	The recommendations of the Auditor General's report are being implemented.
11	The recommendations/orders of the Committee on Public Accounts have not been implemented.	The relevant officials were instructed to implement the recommendations/orders of the Committee on Public Accounts.	Actions are being made to implement the recommendations/orders of the Committee on Public Accounts.
12	All officers had not submitted asset liability statements.	Instructions were given to obtain asset liability statements from all officers.	Asset credit declarations are being obtained from the officials who have not given asset credit.
13	The officers who completed the maximum period of service had not been properly transferred.	Instructions were given to transfer the officers who have completed the maximum service period properly.	Transfer committees have been held for departmental appointed officers and the annual transfer process is underway.

W.R.A.N.S Wijayasinghe
Registrar General

W.R.A.N.S. Wijayasinghe
Registrar General
Registrar General's Department
No. 234/A3, "Denzil Kobbekaduwa Mawatha
Koswatta, Battaramulla

R.T.K.Weliwitage
Chief Accountant
For Registrar General

R.T.K. Welivitage
Chief Accountant
Registrar General's Department
Battaramulla

Recommendation of the Secretary

Measures taken by the Registrar General are recommended and instructions have been given to Registrar General to pay personal attention on the other shortcomings pointed out and to take corrective measures regarding them.

Pradeep Yasarathne

Secretary

Ministry of Public Administration, Home Affairs,

Provincial Councils and Local Government

Pradeep Yasarathna
Secretary
Ministry of Public Administration, Home Affairs,
Provincial Councils & Local Government
(Home Affairs Division)
"NILA MEDURA" Elvitigala Mawatha, Colombo 05.

Recommendation of the Minister and the Action Taken

Instruction have been given by me to the Ministry Secretary to take necessary steps by paying special attention on the instructions given to the Registrar General by the Committee on Public Accounts, to ensure that such shortcomings may not occur again and it is expected that the such measures would enable the provable level to reach the optimum level within the year 2024.

Hon.Dinesh Gunawardena (M.P.)

Prime Minister and

Minister of Public Administration, Home Affairs,

Provincial Councils and Local Government