Part one-65.00

	Shortcomings identified by the Committee in accordance with the Performance Appraisal	**Steps taken to rectify the shortcomings and the Present Situation**
1	Fixed asset register has not been maintained up to date	Hospitals and other institutions of the Ministry of Health have been provided with necessary instructions to maintain the fixed asset registers up to date and the fixed asset registers are updated & maintained accordingly.
2	Register of damages has not been maintained up to date	Hospitals and other institutions of the Ministry of Health have been provided with necessary instructions to maintain the registers of damages up to date and the registers of damages are updated & maintained accordingly.
3	Audit queries raised by the Auditor General have not been answered within one month.	Audit queries sent to the Secretary of Health have to be sent to the various divisions of Ministry of Health and other relevant hospitals and institutions to get clarifications and there are occurred delays in receiving such answers, and efforts will be made to provide answers within the due period whenever possible.
4	Internal audit queries have not been answered within one month.	All hospitals and institutions of the Ministry of Health have been informed submit answers to the audit reports within one month on the receipt of the internal audit reports issued after an internal audit. When the audit reports are issued, the relevant institutions are informed in writing to send their answers within one month and if they fail to submit their answers within one month, letters of reminder are sent to the Heads of the relevant institutions. Accordingly, from the institutions to which the audit reports were sent, a considerable number of institutions have provided answers to the audit queries within the stipulated time.
5	Survey of stores has not been carried out in accordance with F.R.756(6) within the time frame specified in paragraph 11.1 in part 1 of the Public Finance Circular No. 01/2020 dated 28.08.2020 and has failed to submit the	Through circulars, hospitals and other institutions of the Ministry of Health have been informed of carrying out surveys of stores and Boards of Surveys have been approved for 64 hospitals and institutions and presently the relevant surveys are being carried out .Arrangements have been made to carry out surveys in around 12 institutions by the Stock Verification Division and presently surveys are being carried out in

	relevant reports to the Auditor General on due date.	hospitals namely Monaragala, Nawalapitiya, Ambilipitiya, Nuwaraeliya, Ragama Rehabilitation and Aniyakanda and in AIDS Control Unit and Institute of Forensic Medicine and Toxicology and Nursing School of Kandana and presently Bords of Survey have been appointed and surveys of stores are being carried out in all hospitals and institutions of the Ministry of Health. And, as mentioned in Annexure 01, necessary arrangements have been made to complete the surveys of stores within the prescribed period and to forward the relevant plan to the Auditor General.
6	Recommendations on surpluses and deficiencies revealed in the annual survey of stores and other recommendations have not been implemented within the prescribed period.	Necessary instructions have been given to implement the recommendations on surpluses, deficiencies revealed in the annual survey of stores along with other recommendations within the prescribed period and necessary steps have been taken to settle the observation sheets relevant to each hospital and institution and necessary measures will be taken to settle all the observation sheets expeditiously in the future.
7	Not possessing the documents in support of ownership of all the vehicles.	Out of the 2299 vehicles that need to be verified, 1039 vehicles have been found not belonging to the Ministry of Health and information of 610 vehicles from the remaining 1260 vehicles has been revealed and the identity of 650 vehicles has to be further verified and it is being carried out.
8	Daily running charts and monthly summary reports in respect of pool vehicles have not been submitted to the Auditor General.	In respect of the vehicles driven by health drivers, the daily running charts used in the years 2022 and 2023 have been filed separately for each vehicle and submitted to the Auditor General on 2024.01.20.
9	Not having the government emblem painted on all vehicles.	Bids have been called on 2024.02.07 for painting the national emblem on all the vehicles owned by the Ministry.
10	Vehicles have not been disposed within a period less than 08 months after condemning of a vehicle.	It is informed that condemning of vehicles has been delayed in the past and on 29.01.2024, 80 vehicles were auctioned as 40 registered vehicles and 30 vehicles as scrap of vehicles.
11	Government vehicle accidents have not properly been dealt with in accordance with F.R. 103, F.R.104, F.R.109 and F.R. 110	Heads of hospitals and Heads of all health institutions under the Ministry of Health have been informed through a letter of the manner how it should be handled and acted upon in accordance with the Financial Regulations when a vehicle belonging to the Ministry

		of Health meets with an accident (Annexure 02) and regarding the accidents that are not handled according to the Financial Regulations, information is being obtained from the relevant institutions and work relevant to those accidents is proceeding.
12	Action has not been taken to test the burning of fuel of vehicles belonging to the institution in accordance with the provisions laid down under paragraph 3.1 of the Public Administration Circular No.30/2016 dated 29.12.2016.	According to the provisions of Public Administration Circular 30/2016, an appropriate format was introduced for testing fuel of vehicles in all hospitals and institutions under the Ministry of Health and accordingly testing of fuel is being updated.
13	After utilizing the provision provided for an object in terms of F.R. 94(1), commitments have been incurred for remaining provision exceeding the authorized limits.	Hospitals and Health Institutions have been informed not to incur commitments exceeding the authorized limits of provision on the instructions of the General Treasury.
14	Loan balances remaining for more than one year	Rs.32.37 million has been recovered as at 31.12.2023 from the unrecovered loan balance of Rs.129.23 million which was outstanding as at 31.12. 2021.Institutions have been given necessary instructions to recover the loan balances outstanding for more than one year and action will be taken to recover loan balances as much as possible in this year.
15	Action has not been taken in accordance with F.R.571 in respect of lapsed deposits in the General Deposits Account.	General deposit balances which exceeded 02 years have not been settled in terms of F.R.571 since depositors have made no claims so far, legal proceedings being unfinished, and deposits concerned were to be held in the General Deposits Account. Most of these deposits are related to the building sector and those are retentions deposited in relation to building constructions, regarding most of them contracting organizations have not submitted claims so far. However, the institutions concerned were informed to take action in terms of F.R.571 to settle general deposits balances which exceeded 02 years.
16	The ad hoc sub imprests issued in terms of F.R. 371, have not been	Every Branch has been informed that the advance should be settled within 10 days after completion of the relevant work, and if the work for which the advance is

	settled within one month from the date of completion of the work.	obtained was cancelled, the advance should be settled and re-applied for the relevant work in terms of F.R..371(5) and Public Finance Circular 01/2020.And also, in delegation of powers of finance control it has been informed not to grant ad hoc sub imprests to officers who have obtained ad hoc sub imprests and have not settled two of any such impresets.
17	Accumulated income has not either being credited directly to the revenue or credited to the revenue account within a period of less than one month after being held in the deposits account.	All the hospitals and health institutions have been instructed to credit the income collected by each institution directly to the revenue and if not, to hold it in the General Deposits Account and credit it to the Revenue Account within a period less than one month.
18	Recruitment of staff have been made exceeding the approved limits.	Staff in the Medical Service and Development Officers' Service are over the approved limit and a request has been made to the Management Services Department to increase the cadre of the Medical Service.

Part Two-62.00

	Shortcomings identified by the Committee in accordance with the Performance Appraisal	**Steps taken to rectify the shortcomings and Present Situation**
1	Action has not been taken to properly prepare the Citizens/Services Charter and implement it.	The Citizens/Services Charter related to the Ministry has been prepared and its Sinhala copy has been published on the Ministry's official website. This document has been uploaded to the website as an electronic publication and may be updated from time to time, while efforts are being made to upload the soft copy of the English translation to the website and as this charter cannot be displayed on a notice board in front of the ministry premises, arrangements are being made to exhibit it on a display screen.
2	The institution has not prepared a system for monitoring and evaluating the implementation of the citizens /Service charter in the institution.	If there are problems regarding the implementation of the Citizens Service Charter of the Ministry of Health , you can report them to the Grievance Coordination Unit of the Ministry through the hot line 1907 or via Whatsapp-0707907907 or via the email suwasawana@health.gov.lk, and suggestions/complaints regarding the Charter ,if any can be made to Senior Assistant Secretary (Information and Promotion) via the telephone number 0112670182 , Fax No. 0112693866 or via the email sasinformation@health.gov.lk .

		And, the Heads of all hospitals and health institutions have been informed to implement the Citizen Service Charter and make a proper plan to monitor and evaluate it.
3	A proper human resource plan has not been prepared as per the provisions of the Public Administration Circular No. 02/2018 dated January 24, 2018.	Drafting of the Human Resource Plan 2020-2023 has been completed and it is expected to complete the work on it soon. And, it is also expected to prepare a human resource plan based on this plan. Since the health service is a decentralized service, separate human resource plans should be prepared by the Central Government and the Provincial Councils.
4	The prepared human resource plan has failed to ensure training opportunities of not less than 12 hours per year in minimum for more than 50% of the staff.	The limited provision received for training programmes annually is not adequate for training the health staff around 80,000 members serving in the Ministry and affiliated institutions and all the hospitals across the country. Even though provision over 330 million is required per year for training programmes, in order to provide those officers with a training of 12 hours per year in minimum according to the Public Administration Circulars, the annual allocation for training programmes is around 50 million. 50 million has been allocated for training programmes in the year 2023 and utilizing that, more than 800 training programs have been conducted all over the island, including examinations relevant to 15 basic training courses and work related to researches, and more than 5000 training opportunities have been provided.
5	From the planned training opportunities, provided training opportunities is less than 50%.	Although adequate allocations were requested through the annual action plan, provision amounting only to 50 million has been received for the year 2024. Training opportunities can be completed if adequate provision is granted for training programmes.
6	The audit opinion on the accounts of the institution is questionable or adverse.	Action is being taken to correct the matters that led to the adverse audit opinion.
7	Recommendations in the Auditor General's report have not been implemented.	Necessary measures have been taken to implement the recommendations in the Auditor General's report and carry out the orders given by the sub-committees of the Committee on Public Accountants within the stipulated time.

8	Declaration of Assets and liabilities has not been submitted by every officer.	Under the Declaration of Assets and Liabilities Act No. 1 of 1975 of the National State Assembly as amended by Act No. 74 of 1988, the Executive Officers serving in the Head Office of the Ministry are handing over Declarations of Assets and liabilities to the Central Administration Branch by June 30 of each year. All staff Grade officers are informed about this annually and action has been taken in 2024 to inform the Heads of Divisions in this regard.
9	Officers have not been charged for causing losses to the Government in terms of F.R.156(1).	In the year 2021, after completing the inquiries, an amount of Rs. 2,393,089 has been recovered for the Government.
10	Surcharges which should be recovered in terms of F.R.119 have not been recovered.	Unrecovered surcharges have not been reported.
11	Action has not been taken to properly transfer the officers who have completed the maximum service period.	Officers belonging to the Combined Service are transferred are under annual transfers by the Ministry of Public Administration, and the officers in the Medical Service and officers in other posts belonging to the Ministry of Health are transferred by the respective administrative Branches. Internal transfers of the Head Quarters of the Ministry of Health are currently being carried out by the Central Administration Branch.

Dr. Ramesh Pathirana

Minister of Health