

ආයතනයේ නම : දිස්ත්‍රික් ලේකම් කාර්යාලය, මාතර
පාර්ලිමේන්තුවේ රජයේ ගිණුම් පිළිබඳ කාරක සභාව
විසින් සභාගත කරන ලද වාර්තා සම්බන්ධයෙන්
ස්ථාවර නියෝග අංක 119(4) යටතේ
ගරු අමාත්‍යවරයාගේ නිරීක්ෂණ හා ගනු ලබන පියවර
පාර්ලිමේන්තුව වෙත ඉදිරිපත් කිරීම

நிர்வாகத்தின் பெயர் : மாவட்டச் செயலகம், மாத்தறை
மாத்தறையிலுள்ள அரசகணக்குக் குழுவினால்
(முன்வைக்கப்பட்ட அறிக்கை தொடர்பாக நிலையியற்
கட்டளை இலக்கம் 119(4) இன் கீழ் கௌரவ
அமைச்சரின் அவதானிப்புக்களும் மற்றும் அது
தொடர்பாக எடுக்கப்படும் நடவடிக்கைகளும்
பாராளுமன்றத்திற்கு சமர்ப்பித்தல்.

Name of institution : District Secretariat, Matara
Submission of observations of Hon.Minister
And steps taken with regard to the reports
Tabled by the Committee on Public Accounts in
Terms of Standing Order No. 119(4)

Submission of observations and measures to the Parliament taken with regard to the Standing Orders 119 (4) tabled by the Committee on Public Accounts of the Parliament of Sri Lanka.

Parliamentary Publication Series No. 290

District Secretariat - Matara

Shortcomings and guidance pointed out by the C. P. A.	Actions taken by Returning Officer	Current progress
Every audit query presented by the Auditor General was not answered within a month.	All Sectional Head Officers and Divisional Secretaries have been instructed to provide prompt replies to audit queries. Except the audit queries which are included complex and technical issues, the remaining audit queries have been advised to be answered promptly and in cases where such an answer cannot be provided, to send an interim reply.	All audit queries received for the years of 2021, 2022 and 2023 have been answered.
Instances of internal audit inquiries not being answered within a month were reported.	All Sectional Head Officers and Divisional Secretaries have been instructed to provide replies to audit queries. Except the audit queries which are included complex and technical issues, the remaining audit queries have been advised to be answered promptly and in cases where such an answer cannot be provided, to send an interim reply.	All audit queries received for the years of 2021, 2022 and 2023 have been answered.
According to the provisions mentioned in No. 2016/30 and 29.12.2016 dated Public Administrative Circular, the fuel combustion of vehicles of District Secretariat was not inspected.	Due to COVID 19 situation, the economic crisis and the fuel crisis, fuel testing has become problematic. Therefore, there were problems in performing the fuel inspection properly and now the inspection activities regarding fuel combustion have been restarted.	Inspection of fuel combustion has been restarted and the work has been completed in several cabs.

Do not act according to F. R. 571, in respect of overdue deposits in the Public Deposit Account.	Instructions have been given to settle the overdue deposits.	Would like to mention that all the overdue deposits have been settled and reported to the audit, except for the overdue deposits that need to be kept further.
Apart from the attached Development Officers, staff had been recruited beyond the carder limit.	Reports on vacancies and surplus staff have been submitted to the Ministry.	Would like to point out that such excess numbers of employees are seen due to the recruitments made on the basis of government policies taken from time to time outside the control of the District Secretariat.
Staff information has not been forwarded to the Management Services Department within one month of the end of a quarter, as per No. 04/2014 and 20.09.2017 dated Management Circular.	Instructions are given to send the reports on due date.	The relevant reports have been sent to the Management Services Department without any delay.
As per No. 05/2008 06.02.2008 dated circular as amended by No. 05/2018(1) and 24.01.2018 dated circular of the Ministry of Public Administration and Management, the Citizens'/Clients' Charter was not properly prepared and implemented.	Advised to prepare and implement Citizens'/Clients' Charter properly.	Actions taken to prepare Citizens'/Clients' Charter.
There isn't any methodology to monitor or evaluate the implementation of the organization's citizens'/clients' charter.	Instructions have been given to prepare a methodology to monitor or evaluate the implementation of the Citizens'/Clients' Charter.	Reported that a methodology has been prepared to monitor or evaluate the implementation of the Citizens'/Clients' Charter and the work has been completed so far.
A Human Resource Plan, which should properly, prepared as per the provisions of No. 02/2018 and 24 th of January 2018 dated Public Administration Circular, was not prepared.	Instructions have been given to prepare and implement a Human Resource Plan as per the relevant circulars.	A Human Resources Plan has been prepared according to the relevant circulars.

The Human Resource plan prepared did not guarantee more than 50 percent of the staff a training opportunity of at least 12 hours per year.	Due to the COVID 19 situation and the economic crisis, the training of government officials was minimal, and in the future, instructions have been given to provide at least 12 hours of additional training per year.	Currently working to provide training opportunities in the relevant plan, and will work to provide training opportunities as soon as possible.
Performance Agreements were not drawn up and contracted to include the entire staff.	Advised to prepare and enter into performance agreements.	The performance agreements will be prepared and signed.
The audit opinion on the institutional accounts was critical or adverse.	It has been advised to work in accordance with the accounting procedures and financial procedures to achieve a favorable audit opinion.	Will avoid the shortcomings and work to maintain the audit opinion at a favorable level in future.
Performance targets for the year under review have not been submitted on due date.	Instructed to issue performance targets on time.	Hardly work to deliver performance targets on time
Attainment of identified performance indicator was less than 24%.	The lack of public attendance due to the COVID 19 situation, economic crisis and fuel crisis, it was difficult to reach the relevant indicators, and the necessary instructions have been given in this regard.	Hope to be able to reach the relevant indicators.
The number of training opportunities provided out of the planned training opportunities was less than 50%.	Due to the COVID 19 situation, the economic crisis and the fuel crisis, the training of government officials was minimal, and in the future, instructions have been given to provide at least 12 hours of additional training per year.	Work to provide planned training opportunities as soon as possible
All officers had not submitted the Declaration of Assets and Liabilities.	Officers have been instructed to avoid such deficiencies in the future.	Such shortcomings will be avoided in the future.


District Secretary
District Secretariat,
Matara.

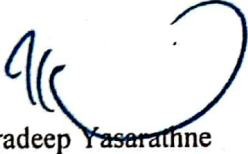
Ganesha Amarasinghe
District Secretary/Government Agent
Matara.


Chief Accountant,
District Secretariat,
Matara.

P. S. A. Kumari
Accountant
For District Secretary / Government Agent
Matara

Recommendation of the Secretary

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



Pradeep Yasarathna

Secretary

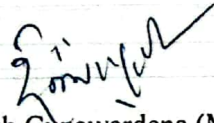
Ministry of Public Administration, Home Affairs,

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 District Secretary 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