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1.0 VISION

“To create a reliable and globally competitive construction industry for Sri Lanka”.

2.0 MISSION

“To ensure dynamic, professional, and reliable value added services to the nation, through regulation and facilitation of the development of construction industry resources and the promotion of quality standards, to meet local and global requirements for sustainable national development”.

3.0 MAIN OBJECTIVES

The main objectives of ICTAD are:

- to promote the contribution of the construction industry, in meeting national demand, in development objectives.
- to provide strategic leadership to construction industry stakeholders in achieving sustainable growth, reform and improvement in the industry.

The main areas of activities are to:

- Recommend strategies for the development of the Construction Industry and assist in their implementation;
- Registration of Contractors and Property Developers, Grading and the rating of them based on their financial, managerial and marketing capabilities;
- Promote professionalism of consultants in the Construction Industry and the coordination of the activities of professional bodies in the Construction Industry and assist in the formation of other bodies in the Construction Industry.
- Promote and grant assistance to the export of Consultancy services in the Construction Industry and promote undertaking of construction work and services overseas, by local contractors;
- Provide advisory services to the Construction Industry;
- Review human resource requirements of the industry and assist in the supervision of training facilities to meet the requirements;
- Promote the advancement of the skills and expertise of persons and bodies in the Construction Industry;
- Promote or undertake research on matters related to the Construction Industry;
- Promote and grant assistance to development of industries related to the Construction Industry;
- Undertake or assist any other activity for the promotion of the Construction Industry;

4.0 THE ORGANIZATION

INTRODUCTION

The Institute for Construction Training and Development (ICTAD), which is an Organization, established under the State Industrial Corporation Act No. 49 of 1957 was functioning under the Ministry of Construction, Engineering Services, Housing and Common Amenities in the year 2014. It is headed by the Chairman of the Board of Directors.

FORMER BOARD OF DIRECTORS

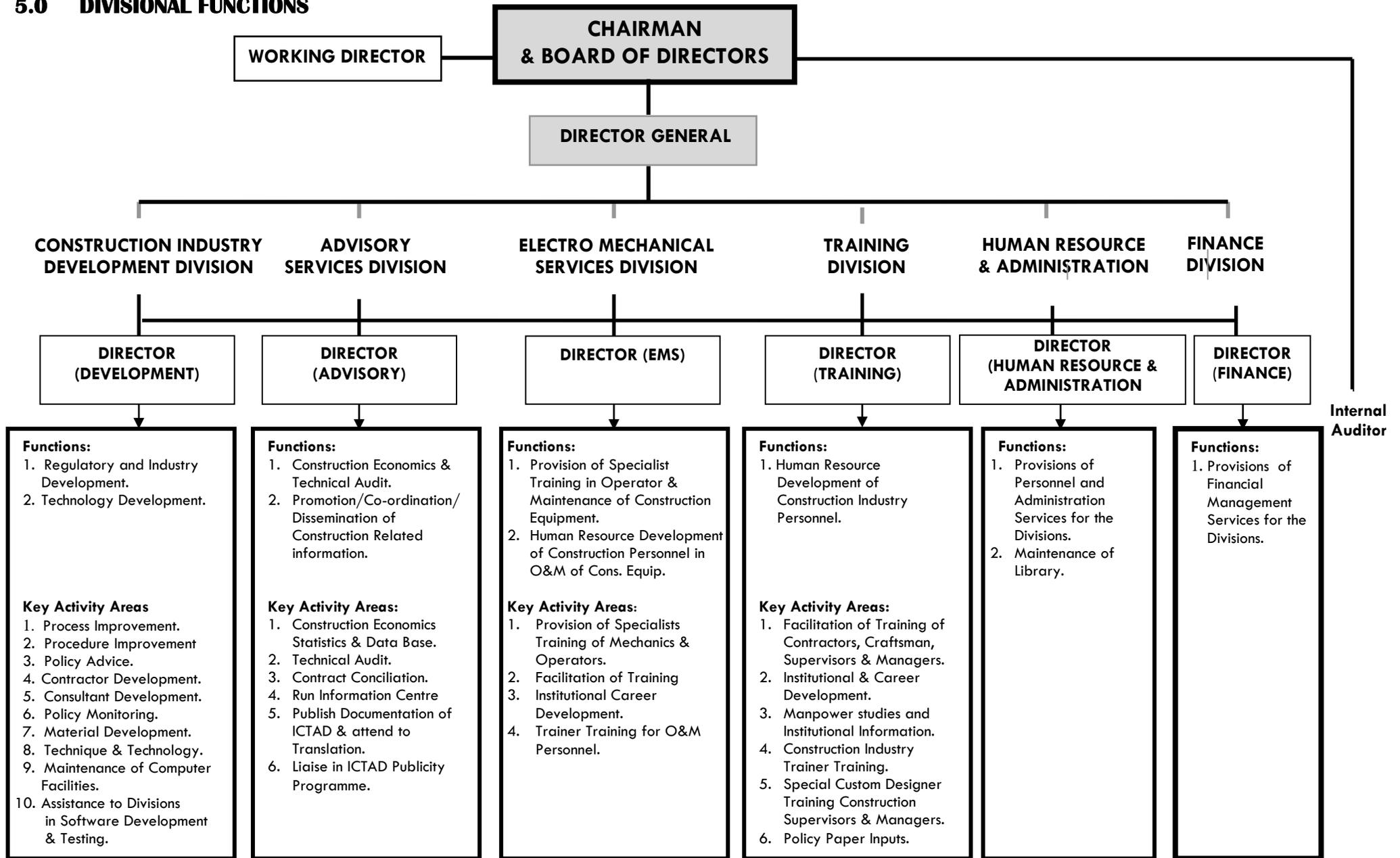
Name and Private Address	Post	Date of Appointment
Mr. Anura Dassanayake No. 81/6, Kandekeitiya Gardens Koswatte road, Kiriwaththuduwa.	Chairman	2013-05-30
Mr. Susil Samantha Kumarasinghe c/o Milk Chilling Centre Milco Pvt Ltd., Eragama Road Ampara.	Working Director	2012-09-10
Chartered QS Hemantha Aponso No. 45/B, School Lane Nawala	Member	2013-02-19
Archt. N M P Navaratne, No. 26/9A, 1 st Lane, Rampart Road, Ethul Kotte.	Member	2013-05-20
Mr. Jayasiri Samaratunga, No. 162, Kandy Road, Dalugama, Kelaniya.	Member	2013-05-20
Deshamanya S P Liyanarachchi No. 547, Akuregoda Road, Thalangama South Battaramulla.	Member	2013-05-20
Mr. HRVP Wijewardana No. 7A, Balabowa Dewalapola.	Member	2013-06-15

ICTAD, headed by the Chairman of the Board of Directors, carries out its functions through four operational divisions, each headed by a Director as follows:

- a) Advisory Division
- b) Construction Industry Development Division
- c) Electro Mechanical Services Division
- d) Training Division

The Chief Executive Officer, Director General subject to the general direction of the Chairman, is responsible for the Administrative control of the employees of the Institute. The Administration Division headed by a Director for Administrative Matters and the Finance Division headed by Director for Financial Affairs served the operational divisions. (Please see Chart indicating Divisional Functions).

5.0 DIVISIONAL FUNCTIONS



5.1 ADVISORY SERVICES DIVISION

Services Provided:

The Advisory Services Division provides following services to the stake holders of the construction industry; such as Contractors, Consultants, Clients, Policy Makers, Investors, etc. as per the requests made to the division in writing, through telephone calls and by presenting themselves personally at the division -

1. Providing Advisory Services to the Construction Industry

- Advise on Procurement of construction work and consultancy services.
- Advise on Contract Administration and Disputes
- Advise on reimbursement of cost. due to fluctuation of Prices of Inputs and application of ICTAD Formula Method.
- Advise on Method of Measurements for Building Works (SLS 573)
- Advise and provide independent opinions in dealing with claims.
- Advise on ICTAD Standard Bidding Documents, Specifications, Consultancy documents etc.

2. Facilitating / Mediating for resolving disputes depending on the nature of the dispute and appointing Adjudicators.

3. Publishing of ICTAD Bulletin of Construction Statistics monthly.

4. Provision of Project Management, Consultancy Services and Independent Reports on chosen small scale projects.

5. Publishing / Revising / Translating of ICTAD Standard Bidding Documents, ICTAD Formula Method and other related publications.

6. Conducting Seminars on appropriate topics to disseminate information and share knowledge.

• Providing Advisory Services to the Construction Industry

The Division provided advisory services on preparation of Bidding Documents, Contract Administration, Dispute Resolution, ICTAD Formula method and on ICTAD Standard Bidding Documents Specifications etc. During the year 2014 around 125 nos. of this type of advice were given as requested by Clients, Consultants and Contractors etc. by visiting the division, over the phone and in writing.

Specialist advices were given to the following Institutions,

- Sri Lanka Tourism
- District Court – Horana

• Facilitating/ mediating for resolving disputes depending on the nature of the dispute and appointing Adjudicators.

A large number of contractors who face contractual disputes related to contract documents, payments and contract administration, sought advice from the Division. In some cases, the disputing parties were brought together and the matters were discussed in detail to arrive at a solution.

During this year 2014 the resolved disputes are 40 nos. and the main disputes are,

- Advice on Construction work for NSB
- Renovation of Intellect property sales center
- Residential House of Mr. C P B Pitawka
- Asoka Asalarachchi & Company
- Vakachiku Construction Company

During the year 2014 ICTAD appointed 12 nos. Adjudicators for contracts on the requested of parties to the contract. The list of Adjudicators is connected to the ICTAD Web on December 2014.

- **Providing of Project Management**

Government Organizations with no technical staff sought project management services from this Division for their building projects. The services included advice on procurement process (Including preparation bidding documents to select a contractor and Consultant, and evaluating the bids received) Contract Administration and sometimes recommendation for making payments.

The Main Organizations for which services were provided are as follows,

- The National Film Corporation of Sri Lanka
 - Department of Government Information
 - Central Environmental Authority
 - National post Consumer plastic Waste Management Project (2 Projects)
 - ❖ Kaduwela Municipal Council
 - ❖ Matara Municipal Council
 - ❖ Kandy Municipal Council
 - Sri Lanka Institute of Tourism and Hotel Management
 - Land Use Policy Planning Department
 - Department of Government information
 - Ayurveda Hospital Borella
- **Publishing of ICTAD Bulletin of Construction Statics, monthly.**

12 Nos. ICTAD Bulletin of Construction Statistics was published monthly during the year 2014. The prices of materials, labour wages, and plant hire rates were collected, checked and analyzed for this purpose. 1872 no of copies of the bulletin were sold during this year to the clients, Consultants and contractors. The Indices published in this bulletin are used to calculate price fluctuations of inputs in construction projects.

- **Revision/ Drafting of ICTAD Publications**

The Steering Committee on ICTAD publications, which consists nominees from professional organizations, is entrusted to revise ICTAD existing publications / publish new publications to the constructions Industry. The functions of the Steering Committee are to make directives and decisions regarding revision of ICTAD publications, Identifying areas for publishing of new documents, appointing sub – committees to revising / updating of ICTAD publications and recommendation of the same to the ICTAD Board of Directors. Identifying and approving resource persons for revising / drafting and making decisions on issues related to ICTAD publications is also the one of the mandated functions of the Advisory Committee.

Advisory Committee appoints the sub committees consisting of an expert identifying the subject areas of the publications to be revised or drafted.

During the year 2014 three books were revised and drafted two new documents

- ❖ ICTAD/DEV/16 - Specification for Bored & Cast In-situ Reinforced Concrete Piles.
- ❖ ICTAD/DEV/17- Specification for the Site Investigation for Building and Civil Engineering Works.
- ❖ ICTAD/ADV/01 - Guidelines for ICTAD enlisted Adjudicators
- ❖ Civil Engineering Standard Method of Measurements - CESMMSL
- ❖ SCA/3/1 - Specifications for Irrigation and Land Drainage Works

- **Conducting Seminars**

The division conducted 03 seminars in following topics with an objective of disseminating the knowledge among the Construction Community.

- ❖ Cost Effective Housing - April 2014
- ❖ Civil Engineering Standard Method of Measurements – June 2014
- ❖ Management of Common Problems Encountered in Local Construction Contracts - November 2014

- **Construction of Technical Theme Park**

The Construction Technology Park is a joint programme of ICTAD, the apex regulatory body of the Industry with SEC and NERDC. The concept “Theme Park” has been evolved to introduce and display the construction types, use of new and traditional building materials & techniques in present day context and to share and distribute knowledge on innovative technologies and environment friendly materials among the contractors and general public.

The Centre mainly consists of a Model House Park – displaying the use of different technologies and materials with the novel architectural approach, a Trade Pavilion – where visitors can view a variety of products and services available in the market, a Museum – displaying worldwide time tested ancient construction technologies and the modern innovations as well, a Training Ground – teaching new and innovative technologies.

The following buildings /activities have already been constructed utilizing the Rs. 40 m provided by the Treasury.

The Trade Pavilion, Education Pavilion have already been constructed. Trade pavilion will facilitate the introducing of new and innovative products to the Market and Education Pavilion will be used for the training of Craftsman on new and innovative technologies with the objective of popularizing and increased used of these technologies for the construction of houses and other related structures.

In addition to the above work already completed by State Engineering Corporation, five Model Houses are presently being constructed at site in collaboration with the government and private sector institutions. The institutions presently being involved in the construction of Model houses are as follows.

State Engineering Corporation
National Engineering Research & Development Centre
National Housing Development Authority
International Construction Consortium (Pvt) Ltd
National Construction Association of Sri Lanka

- **Diploma Course on Adjudicators**

Chartered Institute of Arbitration Malaysia Branch (CI Arb) Conducted Trainer Trainee Programme & Diploma Course on Adjudication on 2014. The objective of conducting of Training programme was to ensure that alternative Dispute resolution methods are used more often leading to the settlement of dispute in shortest possible time without resorting to the lengthily and costly processes of Arbitration and litigation.

The Trainer Trainee programme was conducted on 7th to 11th of April 2014. The Diploma course on Adjudication was conducted from 14th June 2014 to 23rd November 2014.

5.2 DEVELOPMENT DIVISION

5.2.1 NATIONAL REGISTRATION AND GRADING SCHEME FOR CONSTRUCTION CONTRACTORS

Registration and grading is a screening process for the capabilities of prospective contractors to determine their general ability to undertake different types and sizes of projects without reference to any specific contract. Registration and grading will be determined by examining the technical and financial status of the contractor.

During the year 2014, 637 nos. new registrations were issued, 368 contractors were upgraded and 517 nos. of registration were renewed.

Revisions on Guidelines for the registration of Construction Contractors [Main (Building & Civil), Special (Electro Mechanical), Special (Finishing & other special work)] were completed during this year will be published in January 2015 for the benefit of the Construction Industry.

Web Based Registration Contractor Monitoring System (Online) & National Construction Industry Information System (NCIIS).

This project has been effected from August 2014.

This system was implemented using Treasury Funds. It had been a dire need of all stakeholders of the industry, to go on line as it helps reduce travelling time and other cost involvements.

The enrolment for the system was made mandatory for C1 Contractors in August 2014. It will be made compulsory for C2 & C3 Contractors from February 2015.

National Construction Industry Information System (NCIIS)

NCIIS is the web portal developed to monitor and report the progress of activities in the construction sector of Sri Lanka. It includes national data of contractor registration, construction industry regulations, construction related research and development for use of any individual. Further, it would act as a reliable source to access international data as well. It will be developed regularly according to the facts available such as fluctuations of contributing factors in the industry, government legislations, rules and regulations and contractors performance etc.

It is planned to web cast this portal in the 1st quarter of the year 2015 as a national service to the worldwide construction community facilitating more productive and effective industry in Sri Lanka.

5.2.2 ICTAD AWARDS FOR CONSTRUCTION EXCELLENCE

The Annual Awards Scheme started in 1990 which promote professionalism and excellence in the Construction Industry continued in 2014 for the 24th consecutive time. This award scheme recognizes outstanding performance in construction management, high degree of professionalism in technical expertise and quality, introduction of innovative and appropriate technology and participation in training of craftsmen etc.

During the year 2014, 25 site visits/ committee meetings were held. Three Presentation programmes were held at the end of the year and the awards were presented at the 2014 Mahabimani Awards Ceremony jointly organized by ICTAD and NCASL at Sugathadasa Indoor Stadium. Mahabimani is a pragmatic concept that has basics in bringing out hidden skills of

construction craftsmen spread through out the country. Industry professionals & eminent contributors to the industry have also been profusely recognized in this programme making it a common event.

NATIONAL AWARDS FOR CONSTRUCTION EXCELLENCE & MERIT – 2014

Winners - Building Sector

Type of Award	Project and Recipient	Contractor
Excellence	New Head of Mission Residence for Australian High Commission at Colombo 07	Maga Engineering (Pvt) Ltd
Excellence	Mercedes Benz Centre” at Colombo 14	Maga Engineering (Pvt) Ltd..
Excellence	Commercial Development for Cargills (Ceylon) PLC at No. 420, Hospital Road, Jaffna	Nawaloka Construction Co. (Pvt) Ltd.
Excellence	Club House & Swimming Pool for Havelock City Development at Colombo 06	International Construction Consortium (Pvt) Ltd.
Excellence	National Nanotechnology Park Phase 1 A at Mahenawatte, Pitipana, Homagama	Tudawe Brothers (Pvt) Limited
Excellence	Prime Lands Head Office Building at No. 75, D S Senanayake Mawatha, Colombo 08	Tudawe Brothers (Pvt) Limited
Merit	Hotel Complex for Airport Garden Leisure (Private) Limited at Seeduwa	Tudawe Brothers (Pvt) Limited
Merit	Shinagawa Beach Hotel at No. 30, Old Guruniwasa Road, Balapitiya	N & A Engineering Services (Pvt) Ltd.

NATIONAL AWARDS FOR CONSTRUCTION PERFORMANCE – 2014

Winners - Civil Engineering Sector

Performance Award

Category I - value exceeding Rs: 1000 million

Sr. No.	Proj. No.	Name of the Project	Contractor
1	1	Chinese Government Funded Rehabilitation of Road Works in North Project - Rehabilitation & Improvement of Kandy – Jaffna Road (A-009) between Galkulama & Jaffna – Sub Contract Works of 40 km of Kandy – Jaffna Road (A-009) from 120 km – 207 km	International Construction Consortium (Pvt) Ltd.
2	2	Rehabilitation and Improvement to Ambepussa – Trincomalee Road (A006) from Dambulla to Habarana (91+420 km – 112+920 km)	International Construction Consortium (Pvt) Ltd.

3	3	Northern Road Connectivity Project (NRCP) - Rehabilitation / Improvement to A009 Road Section from Dambulla to Thonigala (74+650 km to 98+000 km)	International Construction Consortium (Pvt) Ltd.
4	4	Northern Road Connectivity Project (NRCP) - Rehabilitation / Improvement to Section of Mankulam – Mullaitivu Road A 034 from 38+500 km to 49+100 km	International Construction Consortium (Pvt) Ltd.
5	5	Rehabilitation and Upgrading of Narammala – Giriulla – Dankotuwa Road (from 0+000 – 16+030)	CML-MTD Construction Limited
6	8	Rehabilitation and Upgrading of CRWB Road (A004) from Nugegoda to Homagama Contract No. RDA/NHSP/ICB-05	K D Ebert and Sons Holdings (Pvt) Limited
7	17	Dialog Optical Fiber Network Project – Phase 2 & 3	Access Engineering PLC
8	18	Construction of a Flyover Project at Siribopura Contract No. LK/CPRPA/MAGA/C1A-3	Maga Engineering (Pvt) Ltd.
9	19	Improvements to Palavi – Kalpitiya Road (B349) Section from (14.0 km to 40.6 km) Contract No. RDA/RNIP/PRP2/PACKAGE-C/ C13	Maga Engineering (Pvt) Ltd.
10	20	Construction of Kegalle Bypass Road Stage III	Maga Engineering (Pvt) Ltd.

Category II - valued between Rs: 500 million & 1000 million

Sr. No	Proj. No.	Name of the Project	Contractor
11	23	Improvement & Rehabilitation of priority road project – Bibile – Uraniya - Mahiyangana Road (22+000 – 39+580 km)	K D A Weerasinghe & Co., (Pvt) Ltd.

Category III - valued between Rs: 100 million & 500 million

Sr. No.	Proj. No.	Name of the Project	Contractor
12	14	Construction of Kadurugaldola Mini Hydro Power Project (KMPH)	Access Engineering PLC
13	16	Transmission & Distribution of Kanthale Ganthalawa Pipe Laying (KGPL)	Access Engineering PLC
14	21	Supply & Laying of DI Pipes, Fittings and Valves for Rajapihilla Transmission Line (15 km long) for Medawala Water Supply Improvement - Kandy	Maga Engineering (Pvt) Ltd.
15	24	Giritale Dam Rehabilitation Work	Gamini Construction

16	25	Laying of DI Pipes & Fittings from Mahaveli Intake to Kantale Water Treatment Plant	Subasinghe Contractors and Earth Movers
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Category IV – valued up to Rs: 100 million

Sr. No.	Proj. No.	Name of the Project	Contractor
17	27	Outer Circular Highway Project (Southern Section) Temporary Toll Plaza Kothalawala Interchange	State Engineering Corporation of Sri Lanka

NATIONAL AWARDS FOR ELECTRO MECHANICAL CONSTRUCTION– 2014

Type of Award	Project and Recipient	Contractor
Merit	Supply and Installation, Testing & Commissioning of Air Conditioning and Ventilation System – Colombo Gold Centre at Pettah	Frigi Engineering Services (Pvt) Ltd.

NATIONAL AWARD FOR GREEN CONSTRUCTION - 2014

Type of Award	Project and Recipient	Contractor
Excellence	Factory Worker’s Accommodation Building and Site Development Works for Variosystems (Pvt) Ltd at Badalgama	Nuwani Construction (Pvt) Ltd.
Excellence	Hatton National Bank, Kalmunai	Niron Enterprises

SPECIAL APPRECIATION AWARDS FOR GOVERNMENT INSTITUTIONS - 2014

Type of Award	Project and Recipient	Contractor
National Award for Construction Performance	Auditorium at University of Wayamba	State Engineering Corporation of Sri Lanka
Special ICTAD Award for Construction Performance	New Kallady Bridge at Batticaloa	State Development & Construction Corporation
Special ICTAD Award for Construction Performance	Refurbishment of Water’s Edge, Battaramulla	State Engineering Corporation of Sri Lanka
Special ICTAD Award for Construction Performance	Paddy Storage Ware House at Marandagahamula	State Engineering Corporation of Sri Lanka

5.2.3 HANDLING OF CUSTOMER COMPLAINTS

A Preliminary Inquiry Panel has been set up comprising members from Department of Buildings, NCASL and ICTAD to investigate the complaints received on contractors.

During year 2014,

Description	2014 Disputes
Only for ICTAD information	11
Explanation requested from Contractors & to be responded by them	11
Solved	23
Not relevant for ICTAD/Proper Information not provided by client	7
Inquiry to be held	7
Total	59

5.2.4 ICTAD JOURNAL – 2014

ICTAD Journal 2014 was published and launched at the Mahabimani Award Ceremony on November 2014. Purpose of the journal is dissemination of information related to quality matters of the construction industry. The journal provides useful articles and information for the development of the Construction Industry.

This is the 12th issue of the Journal and, in this year also Journal was published as an International Refereed Journal for the 05th time of ICTAD history with the utmost support and dedication of stakeholders and professionals.

5.2.5 INFORMATION TECHNOLOGY SYSTEM OF ICTAD

IT system and the Web site have been maintained satisfactorily, featuring following salient activities.

1. Introduced a “Save” & “Print” option for contractor data base (individual records).
2. Completed the project on online payment system for web based registering contractors.
3. Completed the document archiving system & continuously archiving & feeding the newly receiving documents to the system (Registration files at Development Division).
4. Completed the project on web based monitoring system for contractors (C1,C2&C3) & already 50% of C1 contractors have registered to the system.
5. Started a new project of construction industry data bank as, NCIIS (National Construction Industry Information System). Up to end of December, completed 85% of the project scope.
6. Developed Data Servers & a Data Center to monitor/control internet facility at ICTAD & made necessary net work arrangements.
7. Set up an IT division at ICTAD & appointed required staff for it.
8. Converted the ICTAD web site to display in Sinhala/Tamil & English languages.
9. Carried out the day to day maintenance and up grading of ICTAD web site.
10. Purchase, all necessary hardware units (Computers, Printers, Fax Machines) for the functional divisions, at ICTAD & well equipped all divisions.

5.2.6 CONFERENCES / SEMINARS /WORKSHOPS HELD IN YEAR 2014

During this year following programs were successfully conducted.

- Seminar on Nanotechnology in the Construction Industry –March 2014
- Seminar on Engineering Software’s used in the Construction Industry – April 2014
- Seminar on Specification for Fire detection, protection & Suppression System –May 2014
- Seminar on Environmental Pollution due to construction industry & Its mitigation –August 2014

- Seminar on Correct Site Practices –August 2014
- Seminar on Road Paving Technology –October 2014

Purpose of conducting these seminars / workshops is dissemination of information related to the construction industry and income generation.

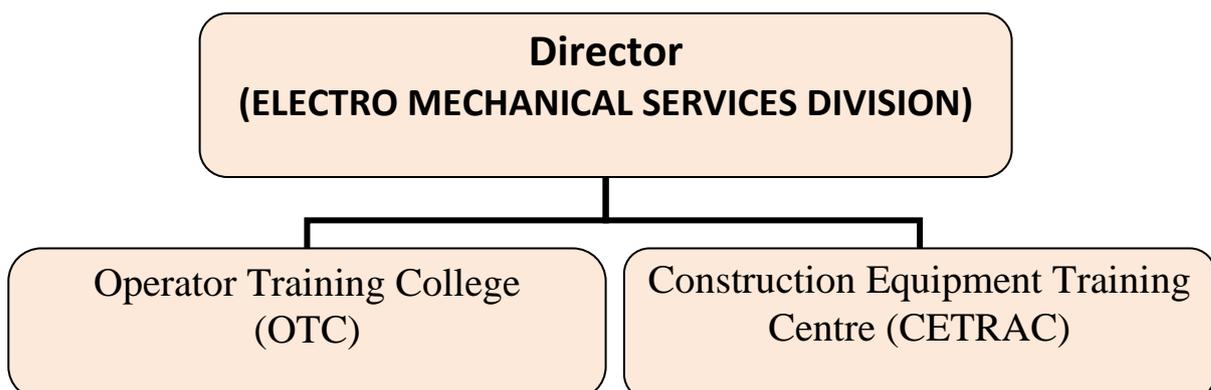
5.3 ELECTRO MECHANICAL SERVICES DIVISION

Mission of the EMS Division is to impart skills and knowledge on operation, maintenance and management of construction equipment to develop a competent construction workforce in the construction industry so that a measurable increase in construction productivity is achieved.

Objectives of the EMS Division are :

1. To upgrade the competency of the construction equipment mechanics and operators to carry out their jobs effectively and efficiently.
2. To upgrade the competency of construction equipment supervisory and management personnel to perform their jobs efficiently and effectively.
3. To develop and implement proper preventive maintenance practices among construction equipment users in order to minimize repair cost and downtime while improving the availability.
4. To provide systematic basic training to prospective construction equipment mechanics and operators, entering the construction industry.
5. To assist the industry to improve the standard of construction equipment repair shops by providing the necessary training in the model workshop of the Construction Equipment Training Centre (CETRAC).
6. To improve the social recognition of the trade of construction equipment mechanics and operators in Sri Lanka.

The EMS Division of ICTAD consists of two units; i.e., Operator Training College (OTC) and Construction Equipment Training Centre (CETRAC)



5.3.1 OPERATOR TRAINING COLLEGE

Vision :

"To become the most conspicuous state organization through our devoted strength for a prominent service to all trainees and customers, and providing skilled manpower requirement of the Construction Industry"

Mission:

"To Impart Skills and knowledge on operation, maintenance and management of construction equipment to develop a competent work force in the construction industry so that a measurable increase in construction productivity is achieved"

Objectives:

- **To train construction equipment operators to the established national skills standard**
- **To conduct plant management and supervisory management courses**
- **To conduct national trade tests and NVQ tests for construction equipment operators**
- **To upgrade competency of construction equipment operators to carry out their jobs effectively and efficiently**
- **To hiring machine and equipment for construction industry**
- **Being part of government construction projects to gain more experience to fresh operators and contribute to national development.**



INTRODUCTION

Construction Equipment Operator Training College provides training on construction equipment such as crawler tractors, loaders, excavators, motor graders etc with special reference to their safety, basic maintenance and operating techniques. OTC has a fleet of 55 Nos. of construction equipment and sufficient number of Training Officers and Demonstrators.

About 70% of the training time is allocated for practical training to give hands-on skills to the trainees and the balance 30% is confined to theory. Some construction equipment are hired out for generating income while providing on-the-job training to the trainees.

The OTC training programmes consist of institutional training and on-the-job training. A trainee who get at least three months OJT after completion of institutional training are eligible for NVQ. The OTC is recognized by NAITA for conducting National Trade Tests and NVQ tests for Construction Equipment Operators.

The following training courses are presently conducted at OTC.

1. Preliminary Training
 - 1.1 Basic Construction Equipment Maintenance
2. Skill Development
 - 2.1 Light Construction Equipment
 - 2.2 Dump Truck
 - 2.3 Farm Tractor
 - 2.4 Self Propelled Vibrating Roller
3. Earth Moving Equipment Basic Modules
 - 3.1 Crawler Tractor
 - 3.2 Wheeled Loader
 - 3.3 Motor Grader
 - 3.4 Hydraulic Excavator
 - 3.5 Backhoe Loader
 - 3.6 Skid Steer Loader
4. Specialized Equipment
 - 4.1 Mobile Crane
 - 4.2 Plant Transporter
 - 4.3 Fork Lift Truck
 - 4.4 Truck Mounted Crane
5. Trade Tests
 - 5.1 National Trade Tests
 - 5.2 NVQ tests
6. Custom-Designed Training Programmes

Custom designed programs conducted for university students in 2014. All training courses conducted at OTC are fee-levying courses and some of them are in highly demanded among school leavers and unemployed youth.

7. Seminars / Workshops

OTC conducts Construction Equipment management and supervisory programs and skill tests on request of the construction industry. Special workshop was conducted for drivers in 2014 as a step of diversifying the OTC activities targeting more beneficiaries.

The targeted trainee outputs for the year 2014 and achievements in respect of each training programme are shown in the table.

	TRAINING PROGRAMME	PROGRAMMED		PROGRESS	
		No. of Programmes	No. of Participants	No. of Programmes	No. of Participants
1.0	PRELIMINARY TRAINING				
	1.1 Basic Construction Equipment Maintenance	22	528	17	395

2.0	SKILL DEVELOPMENT				
	2.1 Light Equipment	11	33	01	01
	2.2 Tractor	12	36	01	06
	2.3 Self Propelled Roller	11	22	04	11
	2.4 Dump Truck	12	12	02	02
3.0	EARTH MOVING EQUIPMENT BASIC MODULES				
	3.1 Crawler Tractor	06	12	01	01
	3.2 Wheel Loader	12	24	04	15
	3.3 Motor Grader	12	60	07	38
	3.4 Hydraulic Excavator	12	60	08	70
	3.5 Backhoe Loader	12	180	10	117
	3.6 Skid Steer Loader	12	24	02	08
4.0	SPECIALIZED EQUIPMENT				
	4.1 Mobile Crane	12	36	04	14
	4.2 Plant Transporter	11	22	06	14
	4.3 Fork Lift Operator	12	36	04	10
	4.4 Truck Mounted Crane	12	36	05	23
	TOTAL	181	1121	76	725

Recognition of Construction Machine Operators - Mahabhimani – 2014

“Mahabhimani” national construction award ceremony was held in Nov. 2014 with the objective of recognizing the all the stake holder of construction industry including the construction craftsmen and operators who have never been nationally recognized prior to this programme. Mahabhimani 2014 event was organized for the 2nd time by Institute for Construction Training and Development and National Construction Association of Sri Lanka. The Construction Companies and the construction workforce were evaluated under ten categories. Operator Training College was handled the evaluation of the best Motor Grader operator of Sri Lanka out of 70 applicants. Best three Motor Grader operators were awarded and final award ceremony was taken place at Sugathadasa Indoor stadium on 15th of November 2014.

Construction Equipment Hiring

Construction Equipment hiring is an additional service provided by the Operator Training College. It generates additional income to the college. The machines are provided to contractors and government institutions on the basis of hiring when available after allocating the required no. of machines for training giving this activity a high priority.

Construction Projects

The Operator Training College is enriched with experienced staff on machine operation and handling tasks. Therefore it is capable of handling construction projects on contract basis. This helps to the income generation, development of human resources and provision for “on the job

training” for students. Training the operators on these projects where possible, is a major saving of machine utilization, because it does a useful output while using machine and staff for training.

- De-silting of Bomburella Reservoir

This is a construction project handled by the Operator Training College at Nuwara Eliya. The project value is 10 million rupees. The major objective of this project is to give an opportunity for those who passed out from the OTC on the Job training



REVENUE EARNED DURING THE YEAR 2014

Job Category	Revenue (Rs. M)
Training Programmes	13.242
Hiring of Machinery	10.097
Construction Projects (Bomburuella)	4.744
Total	28.083

5.3.2 CONSTRUCTION EQUIPMENT MAINTENANCE TRAINING UNIT

The Mechanic Training Unit of ICTAD, Construction Equipment Training Centre (CETRAC), is located at No. 17 D P Wjesinghe Mawatha, Pelawatta, Battaramulla. The CETRAC is well equipped to conduct any training course on repairs and maintenance of modern construction equipment. Training courses for Mechanical / Civil Engineers and Project Mangers are also conducted at CETRAC.



CETRAC Training Programmes

CETRAC training programmes for maintenance of Construction Equipment were developed with the assistance of Japanese experts during the period from October 1996 to September 2001. CETRAC basically provide training on construction equipment maintenance and management for mechanics, supervisors and engineers. Recently, ICTAD initiated to conduct Building Services Engineering Training programmes also at CETRAC. They are Building Air Conditioning System, Building Electrical System, Water Supply & Drainage System and Fire Protection System, etc.,

Courses for new entrants to the industry

It was decided to develop and conduct more vocational training courses for early school leavers to help solving the unemployment problem of the youth. Accordingly, the following course was conducted in the year 2014.

Construction Equipment Mechanic Training Course (BM)

The Construction Equipment Mechanic Training Programme

The Construction Equipment Mechanic-training course is conducted in collaboration with National Apprenticeship and Industrial Training Authority (NAITA). It is a three-year course consisting of 09 months institutional training at CETRAC and 27 months on-the-job training in the industry. School leavers with G C E (O/L) are eligible to follow this training course. This training course covers all aspects of repairs and maintenance of modern construction equipment. The annual intake is 60

trainees. On completion of this training course the trainees are eligible to sit for the National Trade Test conducted by NAITA and qualify themselves as Grade II mechanics, after gaining 2 years experience.

These trainees are paid a stipend of Rs. 1,000/= per month by NAITA and they are also provided with free accommodation, course materials, workshop facilities, uniforms, safety gear etc. during the training period. Each year around 100 trainees of different batches undergo institutional training at CETRAC and the Government has to bear its total cost, which amounts to around Rs. 10 million per year. Almost all the ex-trainees of this programme are gainfully employed locally, as well as abroad. Some of them have established their own workshops for repairs and maintenance of construction equipment.

Further training courses for skill upgrading of employees

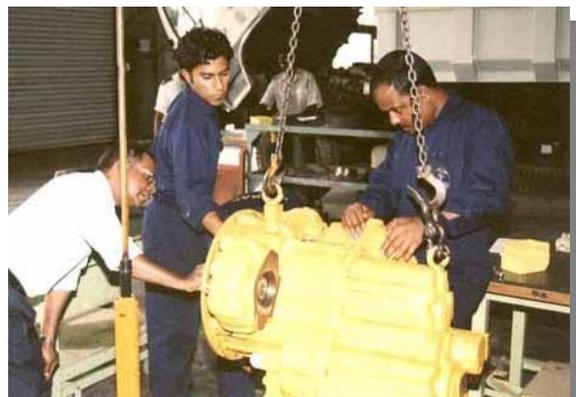
Further training courses have been designed to update the technical knowledge of mechanics, supervisors and managers involved in repairs, maintenance and management of construction equipment. The trainee in-take is limited to 12 in order to pay individual attention to each trainee. Adequate experience in the relevant fields is required to follow these courses.

Training Programme for Junior Mechanics (Level 2)

This training programme has been designed to update the knowledge and skills of junior mechanics employed in construction equipment repair shops. Two to five years experience is required to follow these courses. This training course has been divided into 9 modules to enable the employers to send their mechanics to any selected module, depending on their training needs. Some of these modules, such as Hydraulics and Mechatronics are in high demand in the industry and therefore, sometimes extra courses have to be conducted on these modules.

Training Programme for Senior Mechanics (Level 3)

This advanced training programme has been designed to update the knowledge and skills of senior mechanics and train them on fault diagnosing and rectification. Mechanics having more than five years experience are eligible to attend this course. This training course consists of 6 different modules to enable the employers to send their mechanics to any selected module, depending on their training needs. The module, Hydraulics and Mechatronics are in high demand in the industry and therefore, sometimes additional courses have to be conducted on these modules.



Training Programme for Supervisors

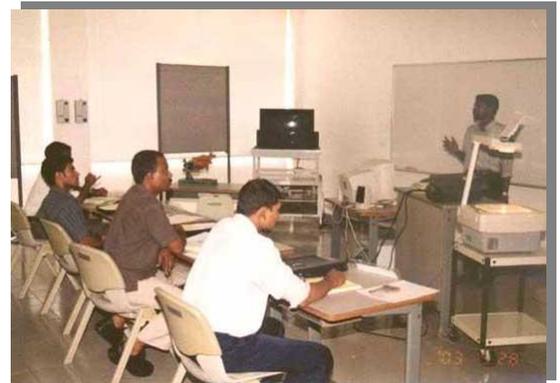
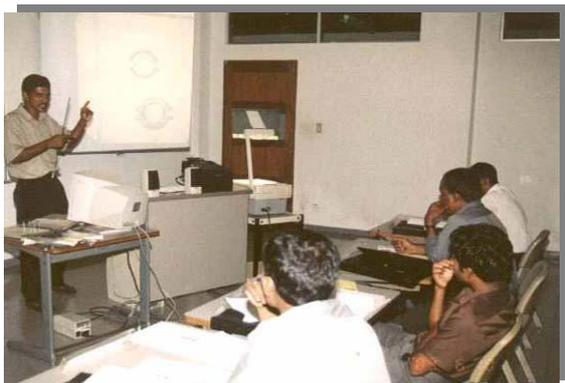
The supervisory training programme has been designed to enhance the knowledge of workshop supervisors responsible for maintenance of construction equipment. Supervisors having two years relevant experience are enrolled for these courses.

Training Programme for Engineers /Managers

This training programme has been designed to enhance the knowledge of Engineers, Workshop Managers and Project Managers who are involved in utilization and maintenance of construction equipment.

The training course, **Utilization of Construction Equipment**, is designed to provide technical knowledge to Civil Engineers and Project Managers on maintenance and utilization of construction equipment. Engineers having two years experience are enrolled for this course.

The training course, **Maintenance of Construction Equipment**, is designed to provide technical knowledge to Mechanical Engineers and front-line managers responsible for repairs and maintenance of construction equipment. The participants should have two years experience to follow this course.



Training Programmes for Stores/Supply/ Project Staff

Usually, the Stores / Supply / Project Staff working for the construction industry do not have opportunities for systematic training. This has led to various operational problems hindering the smooth functioning of equipment repair shops. This training program was developed to cater to this training need.

Building Services Engineering Training Programmes

CETRAC has conducted several programmes for Engineers and Architects in the field of Building Services Engineering.

There are few training courses designed to cover this building services required to maintain commercial buildings. They cover Fire Protection systems, Electrical systems, Air conditioning & Ventilation Systems, Water Supply & Drainage Systems.

Custom - Designed Training Programmes

With the experience gained, CETRAC has been able to cater successfully various and specific demand in training by developing customized training programmes to address the changing demand in the country.

CETRAC performance in year 2014 is as follows.

Table 1 : CETRAC Performance in Year 2014

	Training Courses	Registered		Passed out	
		No. of Courses	No of Participants	No. of Courses	No of Participants
01	School Leavers (Level I) Construction Equipment Mechanic Training Course (BM)	2	60	2	57
	Training Courses	Targeted Output		Actual Output	
		No. of Courses	No of Participants	No. of Courses	No of Participants
02	Junior Mechanics (Level II)				
	Maintenance of Diesel Engine	1	15	--	--
	Maintenance of Hydraulic System - 14M22	1	15	1	16
	Maintenance of Diesel Generators - 14M25	1	15	2	77
	Maintenance of Steering, Brakes and Clutch System - 14M26	2	30	1	20
	Maintenance of Torque Converter & Transmission Systems- 14M2	2	30	1	15
	Maintenance of Electronics and Mechatronics of Construction Equipment - 14MT	2	30	1	9
	Maintenance of water Pumps & Compressors - 14WPC	1	15	2	50
	Maintenance of Auto Electrical Systems -14M24	2	30	1	27
	Servicing of Construction Equipment -14SCE	2	30	1	12
03	Senior Mechanics (Level III)				
	Maintenance of Hydraulic & Machatronic Systems - 14M32	1	15	1	27
	Maintenance of Auto Electrical systems -14M34	1	15	--	--
04	Engineers				
	Utilization of Construction Equipment – 14CPM	1	15	--	--
	Maintenance of Construction Equipment - 14CEM	1	15	1	13
05	Supervisory				
	Maintenance of Construction Equipment - Hydraulic & Transmission - 14SUP 1	1	15	--	--
	Maintenance of Construction Equipment - Engine & Mechatronics - 14SUP 2	1	15	--	--
06	Ancillary Staff				
	Wastewater Treatment Plant Operation & Monitoring	1	20	2	41
	Store keeping	1	40	2	68
	Advance Certificate Course on Store Keeping	1	15	1	16
	Store Management & Stoke Verification Process	1	40	1	61
	Store Keeping Verification & Disposal of Items	1	10	1	17
	Foundation Course on Human Resource Management	1	10	--	--
07	Custom-Designed Courses (CET)				
	Operation Mobile Crane	1	10	4	16
	Forklift truck operation	1	10	--	--
	Awareness programme on forklift truck operation	1	10	5	22
	Scientific Approach in Vehicle Maintenance	1	10	1	7
	Maintenance of Hydraulic Systems	1	10	6	55
	Maintenance of Construction Equipment Mechanic	1	10	1	24
	Industrial Mechatronics	1	10	--	--
	Water Pumps & Air compressors	1	10	--	--

	Training Courses	Targeted Output		Actual Output	
		No. of Courses	No of Participants	No. of Courses	No of Participants
	Diesel Generators	1	10	--	--
	Heating, Ventilation & Air Condition Systems	1	10	--	--
	Industrial Safety	1	10	--	--
	Industrial Hydraulics	1	10	--	--
08	Custom-Designed Courses (BSE)				
	Best Practices Maintenance Plan for Commercial Buildings	1	20	1	32
	Building Service Engineering	1	20	1	26
	Fire Protection System in Building	1	40	1	38
	Hands on Practices for Maintenance of Commercial Building	1	20	1	24
	Enhancing the Energy Performance of the Building	1	20	1	19
	Swimming Pool Maintenance	1	20	1	28
	Installation of Electrical Systems	1	40	--	--
	Plumbing & Drainage Systems	1	40	--	--
	Fire Protection Systems	1	40	--	--
09	Seminars				
	Transport Management	1	100	2	159
	Economical and Scientific Driving Technology	1	100	1	36
	Hydraulic Symbols & Circuits	1	100	1	27
	Scientific Safe and Economical Driving of Motor	1	100	4	266
	Administrative Regulations & Human Resource Management	1	100	1	73
	Technical Aspects in Scientific and Economical Driving	1	100	3	69
	Safe Scientific Motor Vehicle Driving & Behavioral Aspects of the Driver	1	100	4	95
	Common Rail Diesel Fuel System	1	100	--	--
	Heavy Machinery Usage & Performance	1	100	--	--
	Maintenance & Troubleshooting of Hydraulic Systems	1	100	--	--
	Logistics & Effective Purchasing Functions	1	100	--	--
	TOTAL	60	1975	60	1542

Revenue Earned During the year 2014

JOB CATEGORY	REVENUE (Rs. Million)
Training Programmes, Workshops & Seminars	12.34
Workshop Repair Jobs & other Workshop Services	5.99
Facility Hiring	7.11
Total	25.44

5.4 TRAINING DIVISION

The main objective of the Training Division is to build the capacities of all the stake holders of the Construction Industry ensuring that trained human resources are available to sustain the growth momentum of the construction industry which has been recording unprecedented and unparalleled growth rate for the last four years after the eradication of the three decade long conflict.

The construction industry is presently experiencing severe shortage of skilled labour creating highly negative impact on this emerging massive growth.

The drastic decline has been observed in youth joining the construction industry during the last few years and this can be attributed to the fact that younger generation is attended to the jobs like three wheeler driving, security guards etc. which require no special skills or vocational training.

Hence, Training Division plans and conduct training activities annually in order to accomplish training requirements of public & private sector institutions and individuals who contributes in all aspects to the development and sustainability of the construction industry in Sri Lanka. Training activities basically organized at three HR levels Managerial, Supervisory and Craftsmen.

Training Programs, Seminars and Workshops conducted in the year 2014

- ❖ In order to improve and update managerial knowledge and capabilities of small & middle level managers, who are involved in Contract & Procurement Management activities in Public and Private Sector Institutions, ICTAD annually organize 09 months training program, “Advance Certificate Course in Contract and Procurement Management”. This programme was conducted from February to October 2014 and 53 Contract and Procurement personnel from Public & Private Sector organizations were participated in this programme.
- ❖ Training Division annually organize training programmes in “Tendering” and “Site Measurement and Preparation of Monthly Bills” to develop managerial skills of small and medium scale contractors. This program is conducted in Sinhala & Tamil medium. In 2014 Fourteen training programs have been conducted in both medium and 458 contractors have participated in this training activity.
- ❖ On request of Construction organizations, training division has organized 06 short term duration training programs covering different subject areas in order to accomplish their training requirements. 228 managerial level personnel in public and private sector organizations participated in these training programs.
- ❖ Seminars and workshops were conducted as follows;

MONTH	PROGRAM	NO. OF PARTICIPANTS
May	Total Station & Leveling for Technical Staff	27
May	Modern Systems in Land Surveying for Technical Staff	30
July	Workshop on Using Aluminium for Buildings	144
August	Total Station & Leveling for Technical Staff	226
September	Construction and Management of Community Projects	40
September	Preparation of Bidding Document (Tamil)	11
Total		478

- ❖ In order to promote obtaining NVQ certification and becoming qualified and competent craftsmen, Fifteen (15) RPL/NVQ programs were conducted in Kegalle, Chilaw, Moratuwa, Ruwanwella, Mawanella, Kilinochchi, Monaragala, Hambantota, Galle, Matara, Mullaitivu, Welioya Divisional Secretariat areas. 1719 craftsmen including Masons, Carpenters and Plumbers participated in these awareness programs.

A series of training programs had been organized to develop knowledge and skills of Engineers and Technical Personnel attached to public and private sector organizations in Northern & Eastern provinces. Five (05) Training Programs were conducted in Tamil Language Seminar on “How to manage contracts for small & medium scale contractors” in the Eastern province, Kalmunai, Seminar for Capacity Building of Small & Medium Scale Contractors in Northern Province, Vavuniya, Preparation of Bidding Document, “Capacity Construction Technology, Construction Materials and Practical Surveying, Seminar on Value Added Tax (VAT) for Construction Contractors , Kalmunai, Vavuniya.

A series of Training Workshops on Disaster Resilience Practices in Small scale construction in the Northern and Eastern Provinces (Mullaitivu, Vavuniya, Mannar and Akkareipattu) conducted by ICTAD & UN-Habitat with the participation of 256 craftsmen. Reviewing and updating of Guide Book on Disaster Resilient Building Design and Construction Practices.

Mahabimani – 2014

- National Construction Excellence Award Ceremony

The ‘Mahabimani- 2014’ introduced in the year 2013 was the first programme which identified and rewarded the craftsmen who were excelled in their respective trades.

Craftsmen engaged in respective construction activities were requested to apply for the provincial Craftsmen competitions held in DTET – colleges of Technology. Applicants were screened through an interview & viva test. Twenty candidates who obtained highest marks posted to appear for the 06 hour practical test and were individually examined & evaluated by a panel of licensed assessors. Provincial competitions in Masonry, Carpentry, Plumbing, Electrical Wiring and Tiling competitions were held in provincial (COT) assessment centers while Steel Fixing & Bar Bending and painting competitions were held in Colombo.

The objective of the “Mahabimani – 2014” National competition, was to evaluate, reward and uplift the capabilities & skills of Construction Craftsmen Community, spread throughout the country.

Final competitions were held in Colombo and the “Best Craftsman” for each trade was awarded by His Excellency the President at the Ceremony held in Sugathadasa Stadium in November 2014.



5.4.1 CENTRE FOR HABITAT PLANNING AND DEVELOPMENT – (CHPD)

Centre for Habitat Planning and Development (CHPD) is a multi-disciplined institution coming under the managerial jurisdiction of ICTAD. CHPD is located at No. 33, Parliament Road, Pelawatta, Battaramuilla. The CHPD is emphatic in conducting courses aimed at career development of technocrats and professionals. The overwhelming response received for these technical sessions is a testament to the professionalism of CHPD in conducting most valuable courses.



- **CHPD TRAINING PROGRAMMES**

CHPD specially provide gap filling training under two main streams such as Construction Management and Quantity Surveying. Construction Management courses categorically identify as Diploma in Advance Construction Management (DACM) and Construction Works Management (CWM). DACM target group are Executives, Engineers, Entrepreneurs and Construction Managers attached to the construction industry. CWM full time course is designed for school leavers and young enthusiasts who prefer to enter the construction industry as Construction Supervisor. Part time course is mainly targeted at Construction Supervisors employed at construction activities without having prior technical knowledge and qualifications or enthusiasts who wants to become a Construction Supervisor. Quantity Surveying courses consists with three levels such as Certificate, Diploma and Advance Diploma respectively. The target group would be experienced Construction Work Supervisors, Technical Officers, Assistant Quantity Surveyors and Qualified enthusiasts. The above two streams lead and guide National Vocational Qualification (NVQ) curriculum.

- **Course for new entrants to the industry**

There is a big demand for Supervisory level category of employees in the industry. The competent supervisors are not retaining in the local industry because of the high demand in foreign job market

and lower trend has taken place for new entrants to the industry. It was decided to develop and conduct valuable program for early school leavers to help solving the unemployment problem of the youth and encourage them to enter this booming industry. The Construction Works Management (CWM) full time Course fulfills this vital demand.

- **The Construction Works Management Training Programme**

Full Time Programme

The course is the designed for the benefit of school leavers those who are interested to enter the Construction Industry and middle and lower level personnel and others engaged in construction activities.



Duration of this one-year course consisting of 05 months institutional training at CHPD and 7 months internship period at construction site environment. School leavers with G C E (O/L) credit passes for Mathematics & Science, ordinary pass for English & other 06 subject are eligible to follow this course. The training course covers all aspects of modern construction Industry practices in par with NVQ Level 4 standard. The annual intake is 30 trainees.

Course contents : Construction Mathematics, Construction Management, Construction Technology, Water Supply & Sewage Disposal, Surveying & Leveling, Engineering Materials, Cost Management, Construction Drawing, Road Construction & Maintenance, Construction Equipment Management, Quality Assurance, BOQ- Measurements & Pricing, Industrial Safety, Health & Environment, Planning Works & Recourses, Construction English.

Course Benefits : Entrepreneurship through ICTAD Construction Contractor grading & registration, Entry Qualification for the Diploma in Quantity Surveying, Opportunities for Local & Foreign jobs, to become a competent Construction Supervisor in the field of construction.

- **FURTHER TRAINING COURSES FOR COMPETENCY UPGRADING OF EMPLOYEES**

Further training courses are designed to upgrade the competency of Construction Workers, Supervisors, Technical Officers, Engineers, Executives and Entrepreneurs. Industry experience and required qualifications are essential to follow these courses.



- **Quantity Surveying Certificate Course**

This training programme has designed for the benefit of Technical Officers, Draughtsman, Supervisors, Middle & Lower level technical personnel and others engaged in the construction sector. Two years experience in the field of construction and acceptable technical qualifications are required to follow this course. The course duration is six months (One day a week, totally-24 days).

Course contents : Preparation of BOQ for small & medium construction works, Preparation of bidding documents, Estimation & costing, Manage work place information & communication. The training course covers the syllabus of NVQ Level 4 standard.

- **Quantity Surveying Diploma Course**

This training programme has designed for the benefit of Technical Officers, Draughtsman, Supervisors, Middle & Lower level personnel and others engaged in construction activities. CHPD Certificate Course in Q.S, CHPB BOQ & Estimation, NCT-QS, NT-QS, NVQ level 4 equivalent qualifications are required to follow this course. The course duration is ten months (One day a week, totally-40 days).

Candidates are required to sit for an entry test to enroll this course. Entry test is not required for CHPD, Q.S. Certificate course holders.

Course contents : Preparation of BOQ for major construction works and civil works, Preparation of bidding documents, Procurement Methods, Interim valuation, Manage work place information & Communication, Plan work to be performed in the work place, Provide leadership & facilitates work teams, Project. The training course covers the syllabus up to NVQ Level 5 standard.

- **Quantity Surveying Advanced Diploma Course**

The training programme has designed for the benefit of Technical Officers, Assistant Quantity Surveyors, Middle & Lower level personnel and others engaged in construction activities. Completion of CHPD Diploma Course, CHPB Pre & Post Contract courses and Diploma in QS conducted by a recognized institution are required to follow this course. The course duration is one year (one day a week, totally-60 days).

Course contents : Contract Law, Construction Economics, Management Principles, Prepare Project Cost & Estimate, Manage Project Cost, Bid Submission, Selection of a Contractor, Valuation, Variation, Advance Measurement, Procurement & Tender Evaluation, Manage Sub Contracts, Claims, Financial Accounts, Computer Applications, Facilitate the establishment and

maintenance of the learning Culture at the work place , Solve Problems – make decisions, Construction Planning Techniques and Course completion project. The training course covers the syllabus up to NVQ Level 6 standard.



- **Training Programme for Supervisors**
 - **Construction Works management - Part Time**

The course is the designed for the benefit of those who are already engaged in construction activities as constructionsupervisors.

Thisone-year course consists of one year institutional training only. Three years relevant working experience and having educational qualifications up to G C E (O/L) are eligible to follow this training course. The course covers all aspects of modern construction industrial practices & knowhow up to NVQ level 4 standards.



Course contents: Construction Mathematics, Construction Management, Construction Technology, Water Supply & Sewage Disposal, Surveying & Leveling, Engineering Materials, Cost Management, Construction Drawing, Road Construction & Maintenance, Construction Equipment Management, Quality Assurance, BOQ - Measurements & Pricing, Industrial Safety, Health & Environment, Planning Works & Recourses, Construction English.

Course Benefits: Entrepreneurship though ICTAD construction contractor grading & registration, Entry Qualification for the Diploma in Quantity Surveying, Opportunities for Local & Foreign jobs, to become a competent employee in the field of construction.

- **Training Programme for Executives**
 - **Diploma in Advanced Construction Management**

This training programme has designed for the benefit of Executive officers, Project Managers, Engineers, Architects, Quantity Surveyors and other professionals attached to higher positions of Construction Industry Organizations.



Course contents : Occupational Safety, Health and Accident Prevention at work site, Value Engineering & construction Economics, Insurance in Construction Contracts, Dispute resolution & Arbitration, Team Building & Leadership Development, Training & Development of Subordinates, Management of Construction Equipment, Environmental Management, Risk Management, Management Concept & Foundation Labour Management (pre & Post), Tendering Procedures, Management of Sub-contractors, Condition of Contract, Contract Administration, Contract Law, Construction Planning, Network Analysis, Recourses Planning, Financial Planning, Computer Application in Construction Planning, Progress Control, Quality Control, Nano Technology & Construction Industry Applications.

- **Training Programme in Auto CAD 2d & 3D Solid Modeling**

The Course is designed to fulfill & improve practical knowledge on how to use Computer Aided Design & Drafting techniques for construction design purposes.



Course Benefits : Enhance Competency& knowledge, Short Duration, Limited Groups & Individual Attention, Opportunity to gain expertise knowledge& experience. A Valuable Certificate will be awarded.

Course contents : Introduction to Computer Aided Design & Drafting, Introduction to AutoCAD s/w, Geometric Shapes, Editing Tools, Layers, 3D modeling with AutoCAD (Surfaces, Solids), Annotating in AutoCAD with Text & Hatching, Templates & Design Centre, Advanced plotting techniques (Layouts, Viewports) Office standards, Dimensioning, Blocks/ Drafting symbols/ Attributes/ Extracting data, CAD-3D Modeling and rendering with 3d-Max, Printing& Plotting.

- **Training Programmes in Microsoft Project 2007/2010**

The Course is designed to cater to the construction industry requirement of personnel having practical experience in Construction Planning & Monitoring using MS-Projects s/w.

Course Benefits : Enhance Competency, Short Duration, Limit Groups & Individual Attention, Opportunity to gain expertise knowledge. A Valuable Certificate will be awarded.

Course contents : Introduction, Setting up Project Files, Creating Tasks, Creating Resources, Assigning Tasks to Resources, Working with Views, Fine-Tuning the Project Schedule, Tracking and managing projects, Viewing and sharing Project Information.

- **Custom-Designed Training Programmes**

CHPD has been able to design & deliver tailor-made training programmes successfully in order to accomplish specific training requirements received from public & private sector institutions engaged in construction activities.



- **Seminars and Workshops**

Seminars and workshops have been organized monthly to deliver knowledge and practical experience on various topics to personnel engaged in various employment categories spread throughout the construction industry. The methodology of transferring knowledge is done by conducting lectures, demonstrations, hands-on practicals, discussions and question & answer sessions.



CHPD performance in the year 2014 is as follows.

CHPD Performance in Year 2014

No	Description	No. of Programmes - 2014		No. of Participants - 2014		Financial Achievement 2014 (Rs. M)	
		Target	Physical	Target	Physical	Target	Physical
01	Quantity Surveying Courses						
	❖ Certificate Course	04	04	100	127	2.5	3.140
	❖ Diploma Course	04	04	100	149	4.0	6.155
	❖ Advanced Diploma Course	01	01	20	15	1.2	0.900
02	Construction Works Management Courses						
	❖ Full Time Courses	01	01	25	14	1.50	0.840
	❖ Part Time Courses	01	01	25	18	1.50	1.080
03	Diploma in Advanced Construction Management	01	01	20	14	1.20	0.840
04	Computer Courses						
	❖ MSProject	04	03	60	39	0.72	0.468
	❖ Auto cad	04	04	60	52	0.90	0.735
05	Custom Designed Training Programmes						
	❖ Safety @ Work site(Galaxy Ent. In house programme)		01		10		0.015
06	Seminar & Work Shops						
	❖ Concrete Technology	01	01	125	139	0.375	0.410
	❖ Tender preparation	01	01	100	147	0.300	0.441
	❖ Plumbing Technology	01	01	100	135	0.300	0.405
	❖ Electrical Technology	01	01	100	104	0.300	0.312
	❖ Safety @ Work Site	01	01	100	117	0.300	0.351
	❖ Modern Painting Technology	01	01	100	140	0.300	0.280
	❖ Pricing Variations	01	01	100	189	0.300	0.561
	❖ Delay Claims	01	01	100	73	0.300	0.219
	❖ Electrical Technology - Advanced	01	01	25	18	0.075	0.054
	Total				1500		17.206
07	Other Income						
	❖ Hire of Lecture Hall					1.50	1.151
	❖ Hire of Hostals					0.75	1.384
	❖ Hire of Buildings for other organizations					1.20	1.415
	❖ Sale of Publications					0.050	0.049
	Total						4.000
	Grand Total						21.205

5.5 HUMAN RESOURCE AND ADMINISTRATION DIVISION

• Introduction

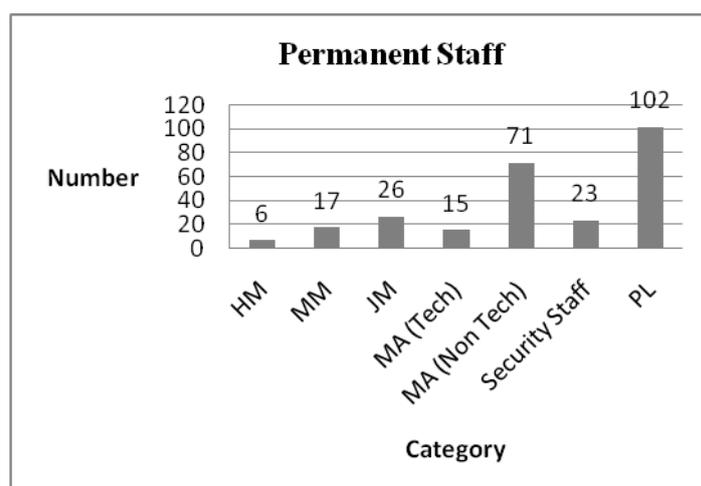
Human Resource and Administration Directorate at ICTAD is entrusted upon the functions related to the Human Resource Development and Administration of the Organization. Human Resource Planning, Human Resource Development, Articulating strategies for Resourcing/ Retention / Rewarding / Training and Development, Human Talent Management, Human Capital Management of the organization are the major functions of the Directorate. Smooth function of the Human Resources and Administration activities of the organization was enabled the management to take strategically, business and operational level decision making.

The total number of the permanent staff is 266 employees (including the Chairman and the Working Director).

During the period from 01.01.2014 to 31.12.2014, 19 employees were recruited, 03 employees retired 09 employees resigned from the organization.

• Summary information on Permanent Staff

Staff Category	Number
Senior Manager (HM)	06
Manager (MM)	17
Junior Manager (JM)	26
Management Assistant(Technical)	15
MA 2-2	71
Management Assistant (Non Tech)	23
MA 1-2	69
Security Services	04
Primary Level (Skilled) (PL 3)	29
Primary (Semi Skilled) (PL 2)	
Primary (Un Skilled) (PL 1)	
Total	266



Identifying the knowledge and skills gaps of the staff to carry out assigned tasks, the Local & Foreign training programmes have been planned and implemented to increase their capacities and capabilities in the year 2014, details of which is mentioned in the attachment.

The Institute was able to train apprentice trainees belongs to Technician, Computer Application Assistant and Receptionist at NAITA as a corporative social responsibility of the institution.

The Administration Division was also contributed generating income for the institution.

An amount of Rs. 1,795,175/- was generated by hiring and proper management of Auditorium, Conference Rooms, Seminar Rooms and Circuit Bungalow at Kataragama.

• Capacity Building/Skills Development Programmes

- *In house training programmes*

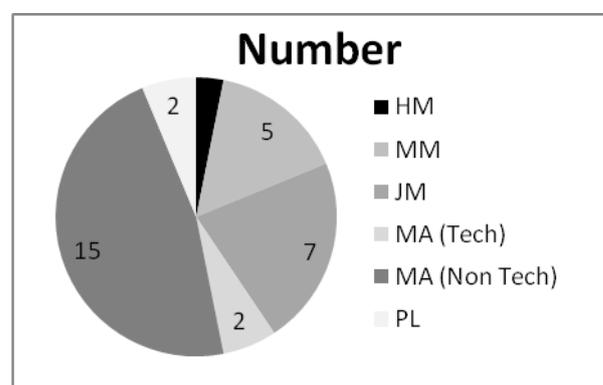
Following in house training programmes were organized by ICTAD.

- ❖ A special lecture was conducted at ICTAD Auditorium on 10.03.2014 by Mr. Madu Amarasekara, being the Resource Person in view of parallel to the International Women's Day programme.
- ❖ One day seminar on Effective Office Management Systems & Official Responsibilities was conducted on 23.07.2014 at ICTAD Auditorium. This programme was organized with the objective of developing the knowledge and skills of the relevant staff on office procedures and related matters. Staff belonged to Senior Manager, Manager, Junior Manager, Management Assistants (Tech) and Management Assistants (Non Tech) categories had participated in this programme. Mr. A P A Gunasekera, a veteran Public Service retired officer had conducted the seminar.
- ❖ Half day workshop was successfully conducted at ICTAD Auditorium with the assistance of Nutrition Division of the Health Ministry on 19.09.2014 on Healthy Food Habits. A group of officials including few Nutritionists delivered lectures which were very important towards forming a healthier workforce in the organization.
- ❖ A guest lecture by Professor Sarath Wijesooriya of the University of Colombo was conducted in view of National Reading Months of October 2014 at ICTAD Auditorium on 07.10.2014 to develop good reading habits among ICTAD staff.
- ❖ In order to promote National Health Programmes in government institutions in accordance with the Mahinda Chinthanaya future vision, a lecture was conducted with the participation of Dr. Batuwanthudawa on 04.12.2014.

The local training opportunities provided for ICTAD staff

Following local training opportunities were provided for ICTAD staff to enhance their knowledge
Lists are attached.

Employee Category	Number
HM	1
MM	5
JM	7
MA (Tech)	2
MA (Non Tech)	15
PL	2



• Foreign Training Programmes

Whilst providing local training opportunities, ICTAD had provided 12 training opportunities for its staff through various short term fellowship/scholarship training programmes to gain international exposure to develop their knowledge and skills through which they are able to inject new working system and methodologies which could be applicable for most of its system.

Local Training opportunities provided during the year 2014

Serial No.	Name	Designation	Division	Training Programme	Institute	Date/ Period	Course Fee	Remarks
1	Mrs. N. N. Kalubowila.	Engineering Assistant (civil)	Advisory Services	Contract & Procurement Management course.	ICTAD	30 days from 2014.02.20	55,000.00	Free
2	Mrs. W. S .Jayathunga	Training Officer (Civil)	Advisory Services	Contract & Procurement Management course.	ICTAD	30 days from 2014.02.20	55,000.00	Free
3	Mr. S .J. R. De Silva	Management Assistant	Training	Basic course on stores Management	CETRAC	2014.02.21	_	Free
4	Mrs. K. A. C. K. K. Kulathilaka	Deputy Director	Development	Associate Professional Training course	Green Building Council of Sri Lanka	17,18,24 & 25 January and 15th February	30,000.00	
5	Mr.D.K.P.Gamlathge	Management Assistant	Finance	Workshop on payment of salaries & Allowances for staff of statutory board corporation & fully owned Government Companies	SDFL	2014.03.24	10,000.00	
6	Mr.W.A.A.Dilrukshi		HR & A					
7	Mr. I P S K Hemachandra	Training Officer	CETRAC	Training Programme on Leadership & Personality Development	SDFL	2014.03.24	18,000.00	
8	Mr. S A Wasantha Kumara	Engineering Assistant						
9	Mr. H N Udaya Kumara	Instructor						
10	Miss. K. A. C. De Alwis	Legal Officer	HR & A	2014 National Labour	Labour Tribunals	2014.05.03 ,04	7,000.00	
11	38 Employees	AD and above		Human Resources Development through Proper Disciplinary Management	Centre for Studies in Disciplinary Management	2014.05.24	40,000.00	

12	Mr. K A D Premawansa	Senior Security Guard	CETRAC	Certificate course of Stores	CETRAC	2014.05.30	21,000.00	Free
13	Mr. S J R De Silva	Management Assistant	Training					
14	Mr. N.S. Wathukarawattha	Assistant Director	Training	Diploma in Adjudication	ICTAD	2014.06.14 - 2014.11.02	-	Free
15	Mrs. D. D. Samaraweera	Assistant Director	Advisory Services					
16	Miss. K. A. C. De Alwis	Legal Officer	HR & A					
17	Miss. W K V Jayathissa	Librarian	HR & A	Workshop on Reasearch Metholodology for Library Field	NLDSB	2014.06.26	1,500.00	
18	Miss. Udari Panduwawala	Assistant Librarian						
19	Mr. T B Dayashantha	Driver		Driving	CETRAC	2014.07.03		
20	Mrs. N R Ramlan	Management Assistant	Finance	Secretarial Practice	SDFL	31 July 05th 12th 19th August 2014	105,000.00	
21	Mrs. J P S Karunaratne	Management Assistant	Training					
22	Mrs. P K Kekunawela	Management Assistant	HR & A					
23	Mrs. S D Alahapperuma	Management Assistant	HR & A					
24	Mrs. K A C Kiriella	Management Assistant	Advisory Services					
25	Mrs. W L L Ranjani	Management Assistant	CETRAC					
26	Mrs. J R P Jayalath	Management Assistant	Development					
27	Mrs. U Weerasinghe	Management Assistant	HR & A					
28	Mrs. K G N Chandrika	Management Assistant	CETRAC	Spoken English	British council	2014.10.11 - 2014.12.19	37,600.00	
29	Mrs. W.Sagarika Jayathunga	Training Officer	Advisory Services	Seminar on Facility Management	Incorporation Engineers Sri Lanka	2014.06.25	1,900.00	

30	Mrs. Priyani Mangalika	Management Assistant	HR & A	Workshop on Role & Responsibilities of Leave clerk	SDFL	14,15 August 2014	8,500.00	
31	Mr. A.Senevirathne	Management Assistant	Finance	Workshop on the Role & Responsibilities of Cashier	SDFL	2014.09.26	5,000.00	
32	Mr. W A A Wijesinghe	Administrative Officer	HR & A	Advanced National Diploma in Human Resources management	NIBM	2014.10.12	55,000.00	
33	Mr. S K S Amarasekara	Director(Development)	Development	FIDIC Training Module 1	ACESL	22,23 September 2014	25,000.00	
34	100 Employees	HODD & MA		Office Methods & Responsibilities	-	2014.07.23	12,000.00	
35	M. H A R A Jayasekara	Helper	CETRAC	Training course in sound Management in Studios and PA systems.	SLBC	20 Days from September 2014	10,000.00	
36	Miss. W.K.V. Jayathissa	Librarian	HR & A	NILIS Symposium	NILIS	2014.11.21	2,500.00	

Foreign Training

Serial No.	Name	Designation	Division	Training Programme	Date/ Period
01	Mr. W. N. E. Croos	Assistant Director (OT)	OTC	Provision of Technical Training at the Manufactures Training facility in India.	2014.09.21 - 2014.09.26
02	Mr. P. A. P. Weerasekara	Manager (CETRAC)	CETRAC		
03	Mr. K. W. D. Sucharitharatne	Assistant Director			
04	Mr. I. P. S. K. Hemachandra	Training Officer			
05	Mr. H. N. Udaya Kumara	Instructor			
06	Mr. S. M. L. R. Sudasinghe	Technical Assistant			
07	Mr. S. L. Senadeera	Demonstrator			
08	Mr. C. T. Patric	Demonstrator			
09	Mr. P.A.P. Weerasekara	Manager (CETRAC)	CETRAC	Supply of Delivery of Machinery and Equipment to Local Authorities - Sri Lanka/ Inspection of Machineries in China.	2014.11.05 - 2014.11.12
10	Archd. H. K. Balachandra	Director General	HR & A	20th Asia Construct Conference - Hong kong	2014.11.13,14
11	Mr. S. K. S. Amarasekara	Director (Development)	Development		
12	Mr. P. A. P. Weerasekara	Manager (CETRAC)	CETRAC	Supply and Delivery of Machinery & Equipment to Local Authorities- Sri Lanka/ Inspection of machineries in China.	2014.12.07 - 2014.12.14

5.6 FINANCE DIVISION

Notes to the Financial Statements

1. Corporate Information

1.1 Reporting Entity

The Institute for Construction Training and Development (ICTAD) was established as a Public Corporation under the State Industrial Corporation Act No: 49 of 1957 with the Publication of the Notice of Incorporation in the Gazette Extra Ordinary No: 718/5 of June 1992. The ICTAD coming under the purview of Ministry of Construction, Engineering Services, Housing and Common Amenities and the registered office of the ICTAD is located at No 123, Wijerama Mawatha, Colombo 07.

1.2 Financial Year

The Financial year of the ICTAD is the 12 months period ended by 31st December 2014.

2. Significant Accounting Policies

2.1 Basis of preparation of Financial Statements

The Financial Statement of the ICTAD is prepared in Sri Lanka Rupees on a historical cost basis and presented in Sri Lankan Rupees.

2.2 Statement of Compliance

The Financial Statement of the ICTAD has been prepared in accordance with the Sri Lanka Public Sector Accounting Standards (SLPSAS).

2.3. Assets and Basis of Valuation

2.3.1 Property Plant and Equipment are recorded at cost less depreciation in the financial statement.

The cost of Property Plant and Equipment are the revaluation value or cost of purchase with any incidental expenses.

- 2.3.2 The provision for depreciation is calculated by using the straight line method on the cost of all Property Plant and Equipment, in order to write off such amounts over the following estimated useful lives by equal installments. Effective rate from the year 2014 are as follows.

Description	Life Period	Rate (%)
Land		0.0
Buildings and Improvement of Buildings	40	2.5
Furniture Fittings, Office Equipments	5	20.0
Machinery & Equipments	8	12.5
Audio Visual Equipments	4	25.0
Tools and Implement	5	20.0
Motor Vehicles	8	12.5

The depreciation charges are determined separately for each significant part of an item of Property, Plant and Equipment and begin to depreciate when it is available for use. Depreciation is not provided for Freehold Land.

2.4 Inventories

Inventories consist of spare parts, maintenance items, cleaning materials and stationery stock etc are stated on Average cost basis.

- 2.5 As regards leasehold land, lease rental is written off in equal installments over the period of the lease.

2.6 Receivables

Receivables are stated at the amounts they are estimated to realize, net of provision for bad and doubtful receivables.

The debtors' up to 31.12.2010 has been transferred to clearance account for clearance.

2.7 Provision for Bad and Doubtful Debts

The provision for bad and doubtful debts is calculated and provided for in the accounts as follows: -

Period of Outstanding	Provision Made
Less than 12 Months	Nil
1 to 2 years	5%
2 to 3 years	
3 to 4 years	
4 to 5 years	
Over 5 years	100%

2.8 Cash and cash equivalent

Cash and cash equivalent consists of Investment, cash at banks and cash in hand.

2.11 Deferred Income

Deferred Income consists of the Capital Grant received from the General Treasury for capital expenditure.

The Deferred Income is recognized as income on a systematic and rational basis over the useful life of the assets in case of capital grant and amortizes the deferred income set up for capital purchases.

2.12 Retirement Gratuity

Provision has been made in the Financial Statements for retirement gratuities equivalent to an amount calculated based on a half month's salary of the last month Financial Year of all employees for each for each completed year of service, commencing from the first year of service. However under the payment of Gratuity Act No 12 of 1983, the liability to an employee arises only on completion 5 years of continued service.

2.13 Government Grant

- **Recurrent Grant**

The Recurrent Grant received from the government is reflected in the Income Statement as the source of income of the ICTAD.

- **Capital Grant**

The Capital Grant received from the government in cash and kind has been set up as Deferred Income which is recognized as income on a systematic and rational basis over the useful life of the assets.

- **Capital Grant**

The acquisition of Property Plant & Equipment under the Capital Grant is Rs. 90,048,786.23.

2.14 Revenue Recognition

Institute generates Revenue from the following sources, and recognizes such revenues for accounting purposes on the accruals basis.

- (a) Hire of Machinery
- (b) Course Fees
- (c) Sale of Publications
- (d) Hire of Auditorium, Conference Rooms and Seminar Rooms.
- (e) Seminars and Work Shops

2.15 Expenditure

All expenditure is recognized on the accrual basis.

2.16 Adjustments made to the Cumulative Expenditure

Adjustment of Rs. 37,361,544.96 has been to the cumulative expenditure account.

2.17 Legal Matters

Legal issues pertaining to matters of employees were pending at Courts Labour Tribunals the Labour Department and the Human Rights Commission of Sri Lanka as at 31st December 2014. Details are attached herewith.

Institute for Construction Training and Development (ICTAD)
List of Cases as at 31.12.2014

	Case No	Court/Institution	Step
01	Mr.P. D. R. Bharatha	Labour Department	Arrears payment of Gratuity. <u>We have obtained time to consider the payment.</u>
02	Mr.W. D. Vitharana	Labour Department	Arrears payment of EPF. <u>Submitted documents to Labour Dept. relating to the calculation of balance EPF payment.</u>
03	Mr.W. D. Vitharana	Labour Tribunal	Termination of Services. <u>Case at Trail stage.</u>
04	Mr.N. K. Miranda	Labour Tribunal	Termination of Services. <u>Case at Trail stage.</u>
05	Mr.N. K .Miranda	Labour Department	Payment relating to an assignment. <u>We have filed our Submissions with Labour Dept.</u>
06	Mr.N. K. Miranda	Human Rights Commission	Payment relating to an assignment. <u>We have filed our Submissions with HRC.</u>
07	P. B. H. Kulasinghe	Labour Tribunal and High Court of Colombo	Termination of Services. <u>Reinstated the employee.</u> <u>The back wages have to be paid.</u> <u>(sought a legal opinion from the Labour Dept on this).</u>

**INSTITUTE FOR CONSTRUCTION TRAINING AND DEVELOPMENT
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31,2014**

DESCRIPTION	NOTE	2014 Rs.	2013 Rs.
ASSETS			
Current assets			
Cash in hand and at bank	1	64,105,008.89	5,837,816.16
Investment-Treasury Bills(Depreciation Fund)	2	15,707,803.00	15,707,803.20
Trade & other Receivables	3	20,649,479.87	37,850,124.96
Stocks	4	138,766,770.41	147,851,060.57
Prepayments		2,025,158.01	1,038,991.63
		241,254,220.18	208,285,796.52
Good in Transits		51,200,000.00	
Capital Work-in Progress		13,575,529.65	33,196,408.61
Non-Current assets			
Property, Plant and equipment	5	975,811,414.04	620,369,481.47
Total assets		1,281,841,163.87	861,851,686.60
LIABILITIES			
Current liabilities			
Creditors and Accruals	6	145,823,549.89	70,058,967.21
		145,823,549.89	70,058,967.21
Non current liabilities			
Provision for Gratuity Payable	7	59,743,932.55	58,306,766.50
Refundable Foreign Aid		2,663,658.98	2,663,658.98
		62,407,591.53	60,970,425.48
Total liabilities		208,231,141.42	131,029,392.69
Net Assets		1,073,610,022.45	730,822,293.91
Net ASSETS/EQUITY			
Deferred Income-Treasury Grant	8	402,651,563.02	371,215,686.51
Grants	9	271,556,720.38	271,556,720.38
Revaluation-Fixed Assets		626,096,667.91	259,369,929.03
Accumulated surpluses/(deficits)	10	(226,694,928.86)	(171,320,042.01)
Total net assets / equity		1,073,610,022.45	730,822,293.91

The Significant Accounting Policies and the Notes from Pages 6 to 20 form an integral part of these Financial Statements.

Certification

We certify that the above Financial Statements give a true and fair view of affairs as at December 31, 2014 and its Surplus/(deficit) or the year ended December 31,2014

B.S.S.Hewage
Actg. Director (Finance)
Institute for Construction Training and Development

Archt.H.K.Balachandra
Director General
Institute for Construction Training and Development

The Board of Management is responsible for the preparation and presentation of these Financial Statements. This Financial Statements were

approved by the Board of Management and signed on their behalf.

C. H de Tissera
Chairman & Board Director
Construction Industry Development Authority
Successor to Institute for Construction
Training and Development
27th February 2015

G.Wanninayake
Vice Chairman & Board Director
Construction Industry Development Authority
Successor to Institute for Construction
Training and Development

INSTITUTE FOR CONSTRUCTION TRAINING AND DEVELOPMENT			
STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED DECEMBER 31,2014			
Description	Note	2014 Rs.	2013 Rs.
Income	11	207,724,114.78	174,419,915.46
Less:			
Expenses of Revenue Generation Activities	12	213,612,043.59	195,288,458.05
Profit/(Loss) Income Generation		(5,887,928.81)	(20,868,542.59)
Treasury Grant- CETRAC		14,100,000.00	17,900,000.00
Ministry Grant		16,320,000.00	
Treasury Grant- OTC		-	6,900,000.00
Treasury Grant- Head Office		17,929,999.28	
Treasury Grant- Maintenance		21,400,000.00	23,340,000.00
		63,862,070.47	27,271,457.41
Treasury Grant- Recurrent		28,016,000.00	27,500,000.00
Other Income	13	40,915,766.24	46,369,011.37
Less:			
Administration Expenses	14	51,999,585.96	48,856,149.00
Other Expenses	15	29,696,337.44	29,007,082.32
Finance Cost		409,844.18	111,770.01
Profit/(Loss) Before Provision for Depreciation		50,688,069.13	23,165,467.45
Less:			
Depreciation		68,931,081.81	44,992,562.88
Profit/Loss Before Provisions for Doubtful Debts		(18,243,012.68)	(21,827,095.43)
Less:			
Provision for bad and doubtful Debts		(229,670.79)	(2,102,448.25)
Net profit/(loss) for the period		(18,013,341.89)	(19,724,647.18)

INSTITUTE FOR CONSTRUCTION TRAINING AND DEVELOPMENT					
Statement of Changes in Net Assets / Equity for the Year Ended December 31, 2014					
	Accumulated Surplus/(Deficit Rs.	Revaluation-Fixed Assets Rs.	Deferred Income -Treasury Grant Rs.	Grant Rs.	Total Rs.
Balance at December 31, 2013 Carried forward	(171,320,042.01)	259,369,929.03	371,215,686.51	271,556,720.38	730,822,293.91
Revaluation	-	366,726,738.88		-	366,726,738.88
Surplus/(Deficits) for the period	(18,013,341.89)	-		-	(18,013,341.89)
Changes in accounting Estimates	(37,361,544.96)	-		-	(37,361,544.96)
Treasury Grant	-	-		-	-
Deferred Income -Treasury Grant	-	-	31,435,876.51	-	31,435,876.51
	-			-	-
Balance at December 31, 2014 Carried forward	226,694,928.86	626,096,667.91	402,651,563.02	271,556,720.38	1,073,610,022.45

INSTITUTE FOR CONSTRUCTION TRAINING AND DEVELOPMENT INDIRECT METHOD CASH FLOW STATEMENT FOR THE PERIOD ENDED 31.12.2014		
	2014 Rs.	2013 Rs.
Cash Flows From Operating Activities		
Surplus/(deficit) from ordinary activities	(18,013,341.89)	(19,724,647.18)
Adjustments for		
Depreciation	68,698,468.17	44,759,949.24
Lease Rent	232,613.64	232,613.64
Gratuity Allocation	5,735,956.05	5,602,988.75
Interest Income-Treasury Bills	(1,124,471.79)	(1,593,439.69)
	-	-
Doubtful Debts Allocation	(229,670.79)	(2,102,448.25)
Deferred Income	(31,464,123.49)	(35,510,574.24)
Prior year Adjustment	(37,361,544.96)	(250,467.35)
Operating Profit/(Loss) Before Working Capital Changes	(13,526,115.06)	(8,586,025.08)
Increase/(Decrease) in Payable	75,764,582.68	9,346,610.78
(Increase)/Decrease in other Current Assets	(25,763,088.10)	(5,327,423.97)
Cash Generated from Operations	36,475,379.52	(4,566,838.27)
Gratuity Paid	(4,298,790.00)	(2,978,583.75)
Net cash from operating activities	32,176,589.52	(7,545,422.02)
CASH FLOW FROM INVESTING ACTIVITIES		
Purchase of Plant and equipment	(38,133,820.74)	(40,000,192.49)
Proceeds from sale of plant and equipment	108,424.20	-
Interest Income-Treasury Bills	1,215,999.75	1,624,108.50
Net cash flows from investing activities	(36,809,396.79)	(38,376,083.99)
CASH FLOW FROM FINANCING ACTIVITIES		
Treasury Grant	62,900,000.00	40,010,000.00
	-	-
Net cash flows from Financing activities	62,900,000.00	40,010,000.00
Net cash increase Decrease) in cash and cash Equivalents	58,267,192.73	(5,911,506.01)
Cash and cash equivalents at beginning of period	5,837,816.16	11,749,322.17
Cash and cash equivalents at end of period	64,105,008.89	5,837,816.16

A/c Code	Description	Such. No.	2014 Rs.	2013 Rs.
	NOTE 1			
	Cash in hand and at bank			
			-	-
684	Bank of Ceylon Kollupitiya account		3,671,357.92	1,309,135.05
685	Bank of Ceylon Batharamulla (CETRAC)		27,572,655.44	819,549.44
686	BOC Torrington		1,884,506.30	3,230,541.71
			33,128,519.66	5,359,226.20
694	Cash in Hand Palawattha		17,400.00	88,300.00
691	Cash in Hand (H/O)		3,092,490.68	263,134.76
			3,109,890.68	351,434.76
693	Cash in Hand (OTC.)		27,863,943.35	124,500.00
692B	Petty cash imprest	10	2,655.20	2,655.20
			27,866,598.55	127,155.20
			64,105,008.89	5,837,816.16
	NOTE 2			
	Investment			
			-	
551	Treasury Bills (Depreciation Fund)	11	15,707,803.00	15,707,803.20
			15,707,803.00	15,707,803.20

A/c Code	Description	Such. No.	2014 Rs.	2013 Rs.
	NOTE 3			
	Trade & other Receivables			
	Debtors			
	Debtors control			
620a	Debtors control -HO	12	645,058.75	1,474,408.75
620b	Debtors control -CHPD	13	565,225.03	1,067,673.00
620c	Debtors control -CETRAC	14	4,086,652.56	2,839,922.70
620d	Debtors control -OTC	15	6,576,206.28	4,024,584.62
621	Debtors Clearance A/C	16	5,298,287.88	6,139,897.23
623	Health insurance Receivable	17	784,066.60	597,597.90
624	Treasury Grant Receivables			14,608,000.00
634	Receivable Income Contract Reg.Fees	18	1,111,573.13	
625	Salary Arrears Receivables	19	76,960.90	407,845.57
642	Sundry debtors	20	115,401,553.26	117,059,557.97
647	Inland Revenue			4,149,645.00
648	Vat Receivable	21	82,456.24	
			134,628,040.63	152,369,132.74
	Deposits			
632	Deposits for services	22	480,966.70	389,250.00
			480,966.70	389,250.00
	Advances			
628	Advances to suppliers	23	381,907.48	486,709.97
629	Advances to services	24	10,139.50	7,639.50
656	General advances	25	214,615.00	200,124.00
671	Advances to training programme	26	80,405.00	103,255.00
672	Advances to Quality Dev. Project	27	100,000.00	100,000.00
			787,066.98	897,728.47
	Staff debtors			
650	Festival advances	28	222,534.70	235,534.70
652	Traveling advances	29	3,425.00	3,425.00
654	Fuel advances	30	41,030.00	44,206.00
658	Distress loan	31	4,472,819.00	4,127,921.98
659	Book loan		1,000.00	
			4,740,808.70	4,411,087.68
679	Provision For Doubtful Debts		140,636,883.01 (119,987,403.14)	158,067,198.89 (120,217,073.93)
			20,649,479.87	37,850,124.96
	NOTE 4			
	Stocks			
1120	Stock (OTC)	32	46,799,773.07	54,430,282.81
1120	Stock (CETRAC)	33	82,249,187.37	81,910,199.57
1120	Stock (Head Office)	34	9,717,809.97	11,510,578.19
			138,766,770.41	147,851,060.57

A/C	Property, Plant and Equipment	Sch. No.	Cost	Addition	Revaluation 2014		Disposal	Total Cost	Depreciation	Cum..	Net balance	Net balance
			01/01/2014	2014	Rs.	Rs.	Rs.	Rs.	31/12/2014	2014	Depreciation	31/12/2014
			Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
500	Land		77,000.50	-				77,000.50	-	-	77,000.50	77,000.50
502	Buildings	1	1,161,081,863.41	37,481,443.12	611,000,000.00	(1,086,738,201.42)		722,825,105.11	16,143,520.30	64,320,898.58	658,504,206.53	270,439,544.83
503B	Improvements of Premises	2	1,535,817.63	-	-			1,535,817.63	38,395.44	154,002.53	1,381,815.10	1420210.54
504	Motor vehicles	3	73,125,000.95	-	-			73,125,000.95	9,140,625.00	15,584,375.00	57,540,625.95	66,681,250.95
506	Furniture, fix. & off. equip.	4	119,154,813.78	13,915,248.96	-		(108,424.20)	132,961,638.54	11,844,123.66	76,166,837.16	56,794,801.38	54,832,100.28
508	Machinery and equipment	5	298,967,411.14	-	-			298,967,411.14	26,430,860.49	124,393,879.58	174,573,531.56	201,004,392.05
509	Audiovisual equipment	6	17,966,563.02	1,483,328.06	-			19,449,891.08	1,160,912.07	15,198,631.50	4,251,259.58	3,928,843.59
510	Tools and implements	7	141,606,531.70	4,806,501.91	-			146,413,033.61	3,390,755.25	128,579,528.85	17,833,504.76	16,417,758.10
1124	Library Books -Head Office	8	1,435,929.79	68,177.65	-			1,504,107.44	262,090.00	524,180.00	979,927.44	1,435,929.79
1122	Library Books -CETRAC	9	1,310,450.00	-	-			1,310,450.00	287,185.96	287,185.96	1,023,264.04	1,048,360.00
			1,816,261,381.92	57,754,699.70	611,000,000.00	(1,086,738,201.42)	(108,424.20)	1,398,169,456.00	68,698,468.17	425,209,519.16	972,959,936.84	617,285,390.63
501	Lease hold land		8,015,771.86		-			8,015,771.86	232,613.64	5,164,294.66	2,851,477.20	3,084,090.84
								1,406,185,227.86	68,931,081.81	430,373,813.82	975,811,414.04	620,369,481.47

A/c Code	Description	Such. No.	2014 Rs.	2013 Rs.
	NOTE 6			
	Creditors and accruals			
702	Income Received in Advance	35	3,456,219.20	6,304,770.00
703	Income Received in Advance Contract Reg. Fees		44,073,965.02	
704	Retention payable	36	2,184,671.53	1,824,578.19
710	Creditors Control	37	2,640,379.74	12,005,552.09
711	Sundry creditors	38	80,751,848.08	31,887,267.92
714	Accrued expenses	39	10,245,774.45	14,647,663.94
730	E.P.F.Payable	40	1,808,593.11	1,707,385.96
732	E.T.F.Payable	41	217,031.76	204,886.89
734	Stamp Duty			13,950.00
740	VAT Payable			1,259,163.22
743	Payee Tax Payable	42	13,067.00	11,249.00
706	Tender Deposits Refundable	43	432,000.00	192,500.00
			145,823,549.89	70,058,967.21
	NOTE 7			
715	Provision for Gratuity Payable	44	59,743,932.55	58,306,766.50
			59,743,932.55	58,306,766.50
	NOTE 8			
816	Deferred Income-Treasury Grant		402,651,563.02	371,215,686.51
			402,651,563.02	371,215,686.51
	NOTE 9			
	Grants			
813	U.N.D.P.Grant		73,179,523.80	73,179,523.80
815	Assets Received from the Ministry		207,540.00	207,540.00
840	JBIC Grant		32,665,581.62	32,665,581.62
818	GIZ Grant		14,286,462.94	14,286,462.94
812	Net Assets Taken Over (ICTAD)		149,907,162.02	149,907,162.02
803	JICA Donation		1,310,450.00	1,310,450.00
			271,556,720.38	271,556,720.38
	NOTE 10			
	Accumulated Fund			
	Balance at the beginning of the Year		(171,320,042.01)	(70,505,081.09)
	Adjustments		(37,361,544.96)	(81,090,313.74)
	Surplus/ (Deficit) for the Year		(18,013,341.89)	(19,724,647.18)
	Balance at end of the Year		(226,694,928.86)	(171,320,042.01)

A/c Code	Description	2014 Rs.	2013 Rs.
	NOTE 11		
	Income		
100	Income from Projects	8,928,571.42	
102	Hire of Machinery	13,124,396.00	10,568,139.26
103	Repair Charges	285,638.39	551,680.49
104	Hire of auditorium and seminar rooms	5,952,193.11	8,033,984.67
105	Trade testing income	116,500.00	119,250.00
106	Course fees	50,220,037.00	46,075,511.64
108	Seminars	13,325,057.50	8,534,113.57
107	Small Scale Contractor Registration (C-11)	30,558.00	57,203.04
109	Contractor subscription	93,615,554.55	80,675,565.52
110	Rent	3,992,540.00	3,230,080.00
112	Sale of publications	8,381,919.01	7,706,256.65
114	Hire of Computers	390,464.26	
115	Circuit Bungalow	314,000.00	252,210.00
128	Income from NVQ Training Programme	3,000,000.00	1,733,620.00
135	Dome tries Charges	3,858,323.71	3,777,021.55
120	Consultancy services	709,892.86	652,565.64
178	Client Support Services		
124	Arbitration/Mitigation Fees	350,000.00	683,267.86
125	Project Management Services	1,083,468.97	1,481,845.57
136	ICTAD Pool of Adjudicator	45,000.00	62,200.00
169	Construction Works Identity Card		225,400.00
		207,724,114.78	174,419,915.46
	NOTE 12		
	Expenses of Revenue Generation Activities		
	Personnel Emoluments		
200	Salaries and wages	49,881,575.81	48,138,652.85
201	Cost of Leaving Allowance	15,875,714.47	13,634,756.49
203	Attendance Incentive	2,610,773.73	2,307,296.62
206	Dust allowance	158,850.00	200,763.50
208	Acting allowance	306,586.87	391,417.54
210	Other allowance	2,229,387.41	543,700.00
220	Holiday Pay & Overtime	4,388,637.22	3,467,768.58
220a	Holiday Pay & Overtime	4,012,435.91	3,663,529.14
224	Membership subscription to professional bodies	36,136.60	30,798.80
226	Bonus Payments	2,222,937.00	1,500,323.00
330	E.P.F	8,215,563.32	7,933,528.77
332	E.T.F	1,647,821.24	1,587,291.66
334	Gratuity	4,148,783.58	3,588,742.50
336	Pension	50,804.90	16,935.00
		95,786,008.06	87,005,504.45

A/C Code	Description	2014 Rs.	2013 Rs.
Traveling expenses			
236	Traveling (local)	334,866.00	356,225.25
236a	Traveling (Income Generated)	1,296,202.50	905,374.00
		1,631,068.50	1,261,599.25
Supplies and requisites			
240	Photocopying expenses	2,155,995.09	2,446,992.37
242	Stationery	1,599,682.35	1,344,625.55
244	Office requisites	425,732.73	458,197.11
245	Web Based Cons.Contractors Registration	166,143.46	5,821,501.68
246	Printing, Typing and Translating	1,822,910.32	136,500.00
248	Books and Periodicals	305,846.40	288,089.02
249	Disposable & Destroy	682,962.60	
250	Audiovisual consumable	88,461.10	40,700.21
251	Establishing a National Data Bank		5,165,000.00
280	Insurance (assets)	330,004.12	168,524.97
		7,577,738.17	15,870,130.91
Maintenance Expenditure			
260	Building	5,013,138.23	8,814,203.20
262	Furniture, fixtures and office equipment's	1,181,710.96	1,132,479.65
264	Passenger vehicles	1,612,636.11	2,050,010.06
266	Other vehicles	176,191.00	42,850.00
268	Plant ,Machinery and Equipment	8,209,628.74	5,242,471.96
270	Tools and Implements	32,281.31	23,714.00
272	Repairs & Main.Others	2,015.00	
		16,227,601.35	17,305,728.87
Contractual Services			
290	Fuel, oil and running expenses of passenger vehicles	3,379,814.32	2,605,837.30
292	Fuel, oil and running expenses Other vehicles	8,572,372.93	5,148,069.50
294	Rental and hire charges (vehicles)	2,056,433.05	311,265.60
296	Postage	1,097,435.50	661,079.01
298	Telephone	1,039,422.85	794,003.40
299	Internet Charges	198,257.70	121,649.68
306	Electricity	12,232,201.31	11,798,729.91
308	Water Tax	1,688,558.52	1,841,737.01
310	Health and sanitation	3,901,681.64	3,010,066.80
312	Security Service	2,003,701.38	2,260,346.82
		36,169,879.20	28,552,785.03

A/C Code	Description	2014 Rs.	2013 Rs.
Training Activities			
360	Scholarships and training local)	193,500.00	106,000.00
362	Scholarships and training (foreign)	243,085.00	193,654.40
390	Fees and allowances to consultants	4,425,717.74	4,594,750.00
392	Fees and allowances to teaching staff	8,852,105.00	8,412,600.00
394	Fees and allowances to Support staff	81,900.00	49,600.00
396	Development Cost	118,500.00	289,600.00
410	Training material	162,182.10	94,178.99
412	Spares for Training	6,500,000.00	4,823,566.60
414	Fuel for training	4,200,000.00	4,959,116.89
416	Training Aides		
418	Hand Tools & Small Equipments	81,726.92	127,217.57
424	Uniforms to trainees	809,155.10	72,000.00
425	Refreshments for Training Programme	6,666,017.00	5,825,536.00
426	Others		31,598.00
440	Trainee Allowances	3,289,500.00	1,052,850.00
441	Lecture Hall Charges etc.	1,346,407.33	597,225.70
443	Hire of Instruments	112,349.00	37,920.00
		37,082,145.19	31,267,414.15
Others			
344	N.B.T.	2,914,754.00	3,514,899.00
346	Uniforms to staff	638,987.42	650,493.63
348	Tea to staff	1,187,057.01	1,213,210.25
350	Health Insurance	769,978.24	328,369.67
351	Bad Debts	860,609.35	2,641,218.18
354	Others	15,050.00	20,010.90
369	Exhibition	222,694.14	238,405.50
370	Advertising and publicity	7,439,377.47	3,689,997.50
372	Entertainment	1,741,891.00	348,765.94
373	Seating allowance	2,705,883.00	1,097,360.00
378	Insurance General	65,936.18	
379	Service Charges(Reg.of Contractors C-11)		75.00
380	Legal & professional fees	45,000.00	
381	Economic Service Charges		
382	Licence fees	30,218.08	54,361.42
384	Miscellaneous expenses	182,551.76	41,459.95
385	Rent & rates	77,009.47	76,614.33
388	Lodging	240,606.00	110,054.12
		19,137,603.12	14,025,295.39
Total Expenses of Revenue Generation Activities		213,612,043.59	195,288,458.05

A/C Code	Description	2014 Rs.	2013 Rs.
	NOTE 13		
	Other Income		
116	Non refundable tender fees	108,638.32	101,142.87
118	Fines, surcharges and others	18,475.00	28,986.00
111	Deferred Income	31,464,123.49	35,510,574.24
119	Interest Income-Treasury Bills	1,124,471.79	1,593,439.69
122	Miscellaneous	750,886.58	733,151.57
123	Profit/Loss Disposal of Fixed Assets		-
126	Miscellaneous(Sponsorships)	1,870,000.00	3,198,000.00
141	Miscellaneous Income(Without VAT)	431,328.20	214,217.00
167	Identity Card for Contractors	23,100.00	19,500.00
169	Construction Workers Identity Card	242,600.00	
170	Sale of Contractor Directory		
329	ICTAD Quality Journal	120,000.00	245,000.00
377	Income From ICTAD Qul.Dev.Project	4,762,142.86	4,725,000.00
		40,915,766.24	46,369,011.37
	NOTE 14		
	Administration Expenses		
	Personnel Emoluments		
200	Salaries and wages	26,986,650.80	24,937,995.88
201	Cost of Leaving Allowance	8,343,011.81	6,833,429.75
203	Attendance Incentive	1,426,001.55	1,344,473.21
208	Acting allowance	388,264.70	422,080.52
210	Other allowance	224,190.00	82,150.00
220	Holiday Pay & Overtime	4,120,579.50	3,154,289.82
220a	Holiday Pay & Overtime	129,529.68	1,200,308.16
224	Membership subscription to professional bodies	19,410.97	19,569.60
226	Bonus Payments	1,187,397.00	811,526.00
330	E. P. F	4,382,468.15	4,012,342.90
332	E. T. F	809,003.20	798,862.94
334	Gratuity	1,587,172.47	2,014,246.25
		49,603,679.83	45,631,275.03
	Traveling expenses		
236	Traveling (local)	455,872.50	403,108.38
236a	Traveling (Income Genarated)		104,231.50
		455,872.50	507,339.88
	Supplies and requisites		
240	Photocopying expenses	754,026.06	674,857.34
242	Stationery	224,596.59	271,956.69
244	Office requisites	114,402.79	850,226.02
246	Printing Typing & Translating	9,499.00	193,335.40
248	Books and Periodicals	213,220.00	219,654.64
249	Disposal & Destroy	170,866.01	
250	Audiovisual consumable	63,719.59	84,651.67
280	Insurance (assets)	389,703.59	422,852.33
		1,940,033.63	2,717,534.09
	Total -Administration Expenses	51,999,585.96	48,856,149.00

A/C Code	Description	2014 Rs.	2013 Rs.
	NOTE 15		
	Other Expenses		
	Maintenance Expenditure		
260	Building	5,407,439.16	2,483,819.13
262	Furniture, fixtures and office equipment's	1,002,935.24	956,212.78
264	Passenger vehicles	2,752,963.28	2,260,011.88
268	Plant ,Machinery and Equipment	9,609.50	8,000.00
272	Others		
		9,172,947.18	5,708,043.79
	Contractual Services		
			-
290	Fuel, oil and running expenses of passenger vehicles	4,998,104.73	5,818,851.57
294	Rental and hire charges (vehicles)	6,144.00	198,500.00
296	Postage	278,766.66	156,446.22
298	Telephone	830,755.08	766,290.86
299	Internet Charges	282,262.06	256,696.69
306	Electricity	5,090,930.68	4,982,806.92
308	Water Tax	369,436.56	438,445.73
310	Health and sanitation	1,368,283.48	908,277.93
312	Security Service	539,668.89	370,006.46
		13,764,352.14	13,896,322.38
	Training Activities		
360	Scholarships and training (local)	174,000.00	72,400.00
362	Scholarships and training (foreign)	33,875.00	
392	Fees and allowances to teaching staff		15,000.00
396	Development Cost		19,297.67
410	Training material	2,016.23	1,445.54
416	Traing Aides	420.00	
428	Expneses for Special Jobs	92,000.00	250,000.00
439	Staff Welfare		10,000.00
440	Trainee Allowances	911,632.27	711,500.00
441	Hall Charges		30,000.00
443	Hire of Instruments	4,113.00	
425	Refrstments for Training Programme		4,195.00
		1,218,056.50	1,113,838.21

A/C Code	Description	2014 Rs.	2013 Rs.
	Others		
344	N.B.T.	90,414.00	102,419.00
346	Uniforms to staff	353,203.62	252,641.65
348	Tea to staff	512,137.00	602,868.00
350	Health Insurance	714,896.18	321,535.84
351	Bad Debts		2,916,470.99
353	Surcharges		66,352.50
354	Others	9,050.00	33,965.00
369	Exhibition	149,399.50	81,923.68
370	Advertising and publicity	2,429,605.00	2,467,314.18
372	Entertainment	540,855.00	491,396.02
373	Seating allowance	224,900.00	292,800.00
374	Audit fees	189,999.64	175,000.00
378	Insurance General	3,258.98	
380	Legal & professional fees	26,551.00	117,806.40
381	Economic Service Charges	-	
382	License fees	215,004.40	144,205.09
384	Miscellaneous expenses	9,025.23	95,048.59
385	Rent & rates	4,082.07	1,876.40
388	Lodging	68,600.00	125,254.60
390	Fees and allowances to consultants		
425	Refreshments for Training Program me		
		5,540,981.62	8,288,877.94
	Total - Other Expenses	29,696,337.44	29,007,082.32



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கணக்காய்வாளர் தலைமை அறிப்பதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT



මගේ අංකය } EH/F/ICTAD/FA/14
எனது இல. }
My No. }

මගේ අංකය }
உமது இல. }
Your No. }

දිනය } 4th September 2015
திகதி }
Date }

The Chairman
Institute for Construction Training and Development

Report of the Auditor General on the Financial Statements of the Institute for Construction Training and Development (ICTAD) for the year ended 31 December 2014 in terms of Section 14(2)(c) of the Finance Act ,No.38 of 1971

The audit of financial statements of the Institute for Construction Training and Development (ICTAD) for the year ended 31 December 2014 comprising the statement of financial position as at 31 December 2014 and the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 13(1) of the Finance Act, No. 38 of 1971 and Section 29(2) of the State Industrial Corporation Act, No. 49 of 1957. My comments and observations which I consider should be published with the annual report of the Institute in terms of Section 14(2) (c) of the Finance Act appear in this report. A detailed report in terms of Section 13(7) (a) of the Finance Act will be issued to the Chairman of the Institute in due cause.

1:2 Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Sri Lanka Public Sector Accounting Standards and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

1:3 Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Sri Lanka Auditing Standards consistent with International Standards of Supreme Audit Institutions (ISSAI 1000 – 1810). Those Standards require that I comply with ethical requirements and plan and perform the audit to



obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Institute's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Institute's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of financial statements. Sub-sections (3) and (4) of Section 13 of the Finance Act, No.38 of 1971 give discretionary powers to the Auditor General to determine the scope and extent of the audit.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

2. Financial Statements

2.1 Audit Opinion

In my opinion, the financial statements give a true and fair view of the financial position of the Institute for Construction Training and Development (ICTAD) as at 31 December 2014 and its financial performance and cash flows for the year then ended in accordance with Sri Lanka Public Sector Accounting Standards.

2.2 Comments on Financial Statements

2.2.1 Sri Lanka Public Sector Accounting Standards (SLPSAS)

SLPSAS 7 –Property, Plant and Equipment - In terms of Paragraph No. 49 of the Standard if an item of property, plant and equipment is revalued, the entire class of property, plant and equipment to which that asset belongs should also be revalued. However, the buildings to the book value of Rs.111, 825,105 included in the property, plant and equipment valued at Rs.685,343,662 shown in the financial statements had not been revalued. Further, both cost method and the revaluation method had been used for ascertaining the carrying value of the property, plant and equipment.



2.2.2 Accounting Deficiencies

The following observations are made

- (a) The ledger balance of the stock as at 31 December 2014 had been brought to the financial statements instead of being taken the physically verified stock balance as at that date. As such the accuracy of the closing stock amounting to Rs. 138,714,770 shown in the financial statements and its impact to the financial statements could not be ascertained.
- (b) According to the annual stock verification reports of the year under review, 47 stock items had been identified as redundant. However, a provision in this regard had not been made in the financial statements.
- (c) The assets valued at Rs.1,410,778 out of the assets amounting to Rs.14,286,462 received to the Institute from the Gesellschaft fur Internationale Zusammenabeit (GIZ) Project in 2013 had remained in the stock even as at 31 December 2014 without being capitalized.

2.2.3 Accounts Receivable and Payable

The following observations are made.

- (a) According to the age analysis furnished, the sundry creditors amounting to Rs.2,550,614 were outstanding for more than three years as at 31 December 2014. Out of that, a sum of Rs. Rs.1,719,187 was remained unsettled for more than five years.
- (b) Debtor balance of the Construction Equipment Training Centre (CETRAC) as at 31 December 2014 amounting to Rs.568,847 had arisen due to the credit facility extended to the participants of the respective training programme and as such the recoverability of those outstanding debtor balance was in doubtful.
- (c) Certain courses relating to construction training had been conducted by the Centre for Habitat Planning and Development (CHPD), a centre established by the Institute for training. The course fee of Rs. 175,000 had been outstanding as at 31 December 2013 without being recovered even by 31 December 2014.
- (d) A sum of Rs. 114,529,393 receivable from National Equipment and Machinery Organization (NEMO) relating to hiring of motor vehicles and plant and machinery during the period from 1997 to 2004 had remained unrecovered even as at 31 December 2014. However, a full provision had been made in the financial statements for those outstanding balances.



2.2.4 Non-compliance with Laws, Rules, Regulations and Management Decisions etc.

Instances of non-compliances observed in audit are given below.

Reference to Laws, Rules, Regulation and Management Decisions	Non-compliance
Finance Act, No.38 of 1971	
(a) Section 11	A sum of Rs.15,707,803 had been invested in Treasury bills during the year under review without being obtained the required approval from the Ministry of Finance .
(b) Section 13(2)	The audit fees for the period from 1998 to 2011 amounting to Rs.1,417,983 had not been paid even up to the end of the year 2014.

3. Financial Review

3.1 Financial Results

According to the financial statements presented, the operations of the Institute for the year under review had resulted in a deficit of Rs.20,384,756 as compared with the corresponding deficit of Rs.19,724,647 for the preceding year, thus indicating a deterioration of Rs.660,109 in the financial results for the year under review. The increase of expenditure by Rs. 47,377,348 as against the increase of income and Treasury grant by Rs 26,364,017 and Rs.21,609,999 respectively was the main reason attributed for this deterioration in the financial results.

3.2 Analytical Financial Review

The following observations are made.

- (a) The operating deficit of the Institute was Rs.20 million resulting from the utilization of 266 staff, total assets worth of Rs.1227 million and the Government contribution of Rs.91 million received during the year under review.
- (b) The deficit of the Institute for the year under review represented 1.6 per cent of the total assets as compared with 3 per cent for the preceding year, thus indicating a favorable position of 1.4 per cent.



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සාමාන්‍ය පාලන අංශයේ අධ්‍යක්ෂ ජනරාල්
Auditor General's Department

4. Operating Review

4.1 Management Inefficiencies

The following observations are made.

- (a) Effective action had not been taken to refund a balance of Rs.2,663,659 to the General Treasury which remained in the foreign aid account since the year 1996.
- (b) Two thousand copies of Contractors' Directory had been printed in the year 2009 at a total cost of Rs.4,351,000 without being assessed the actual requirement. Therefore, 966 copies of that had remained idle in the stores as at end 31 December 2014 even though the contained therein had already been outdated.
- (c) The operating losses of CETRAC for the year 2014 was Rs.26,435,396 and the net profit ratio was negative 101 per cent. However, reason for the failure had not been discussed at the senior management meetings.
- (d) National Environment Construction Technical Theme Park had been evolved in introducing and displaying the model construction types, utilizing modern and traditional buildings materials and techniques in present day context and to shone and distribute knowledge on construction with the society. The above Project had been commenced in December 2011 and scheduled to be completed within three years. The following observations are made in this regard.
 - (i) All component of the Project other than construction of administrative building to be undertaken by the stakeholders in the construction industry. The Government had agreed to finance Rs.60 million for the administrative building of the Project and Rs.40 million of that had already been released to the ICTAD as at 31 December 2014. The construction works were still in progress even though the period allocated for this Purpose already had been elapsed.
 - (ii) The Project had planned to build five model houses during the Project period. However, only four model houses had been commenced to build and two of them had only been completed within the stipulated period of three years. The remaining model houses had not been constructed even as at 31 May 2015.
 - (iii) Activities such as construction of houses with rain water harvesting system, displaying in the effective use of solar power as energy efficiencies, establish model wind power generation plant, construction of earth roads for dry zone areas which were included in the Project proposal had not been completed even at the end of May 2015.



- (iv) Ownership of the Theme Park was not clearly identified.
- (e) "Mahabhimani" National Construction Award Ceremony had been conducted for the second time by the ICTAD in the year 2014. An expenditure of Rs.11,322,890 had been incurred in order to achieve the objectives such as encourage the persons in the industry, change the social attitudes and create attractive environment to construction industry etc. However, a sum of Rs.5, 961,712 or 53 per cent out of that total expenditure had been incurred for publicity which appeared to be the excessive.

4.2 Transactions of Contentious Nature

The following observations are made.

- (a) The Institute had incurred a sum of Rs.1,156,250 for advertising the "Deyatakirula" Programme and World Habitat Day Programme on the request made by the line Ministry.
- (b) Five cheques valued at Rs.4,671,161 issued for advertising expenses of "Mahabhimani" Programme in 2014 had been subsequently cancelled in January 2015 and reason for cancellation of this cheque was not made available for audit.
- (c) According to the financial statements presented for audit, the financial results of the ICTAD for the year 2014 was a deficit of Rs.20,384,756. However, in the aim of paying annual bonus to its staff the Institute had prepared a separate income statement by showing a net profit of Rs. 31,529,349 for that year. Accordingly a sum of Rs.3,380,459 had been paid as annual bonus to its staff in contrary to the Management Service Circular No. 05/2014 of 21 November 2014.

4.3 Human Resources Management

The following observation is made.

The approved and actual cadre of the Institute as at 31 December 2014 was 360 and 266 respectively. It was observed in audit that 25 vacancies out of 94 including sixteen posts in executive level such as Internal Auditor, Director Finance, Deputy Director of Operation (Training Center) etc. were in acting basis as at 31 December 2014 since several years without being taken adequate action to fill those vacant posts.



5. Accountability and Good Governance

5.1 Annual Implementation Plan

According to the Annual Implementation Plan of the Construction Equipment Training Centre (CETRAC), the key activities of the Advisory Division were providing adversary services, consultancy services and maintenance management services for the construction industry. However, the income earned by the CETRAC during the year 2014 from these services was only Rs.354,870.

5.2 Budgetary Control

Significant variances were observed between the budgeted and actual income and expenditure of the Institute for the year under review, thus indicating that the budget had not been made use of as an effective instrument of management control.

6. Systems and Controls

Deficiencies in systems and controls observed during the course of audit were brought to the notice of the Chairman of the ICTAD from time to time. Special attention is needed in respect of the following areas of control.

- (a) Accounting
- (b) Accounts Payable and Receivable
- (c) Maintenance of Accounting Records
- (d) Issue of Invoices
- (e) Control over Fixed Assets
- (f) Human Resource Management


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