



National Institute of Occupational Safety and Health

Annual Report

2013



NIOSH

**National Institute of
Occupational Safety and
Health • Sri Lanka**

National Institute of Occupational Safety and Health

Hon. Gamini lokuge

Minister – Ministry of Labour and Labour Relations

Hon. Sarath Weerasekera

Deputy Minister – Ministry of Labour and Labour Relations

Mr. W.J.L.U. Wijayaweera

Secretary, Ministry of Labour and Labour Relations

Dr. N. C. Amarasinghe

Chairman, National Institute of Occupational Safety and Health

Director General, National Institute of Occupational Safety and Health

Audit Committee

- Dr. N. C. Amarasinghe - Director General, National Institute of Occupational Safety and Health
- C. Senanayake – Chairman, Deputy Director, National Planning Department
- W.D.B.J. Weliwatta – Observer, Audit superintend Auditor General Department
- E. W. A. G. Punyasiri – Internal Auditor, Ministry of Labour and Labour Relations
- P. M. K. Perera – Assistant Director, National Institute of Occupational Safety and Health

Bank

People's Bank – Narahenpita

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National Institute of Occupational Safety and Health

Introduction

National Institute of Occupational Safety and Health was established as an affiliated body of the Ministry of Labour and Labour Relations by National Vocational Safety and Health Institution Act No. 38 of 2009. Our institution is always dedicated to create a better working environment to each and everybody by way of maintaining ways and means of better health and safety for preventing occupational accidents, diseases and creating better working conditions by following proper safety policies and methodologies and employers and employees are given necessary education through this type of training for their interest.

We are extremely happy to inform that we have been able to provide productive service to the consumers to their best satisfaction by performing the above activities in a more successful manner as an entity. It is evident from the fact that even though this institution is a very short period of time it has been able to achieve a considerable success which we can happy of. The follow up study will further prove this fact that a large number of institutions have constantly obtained the services of National Institute of Occupational Safety and Health.

However, from its very inception two institution to date have rendered an important role towards the most of import and export companies of the industry sector situated in the Export Processing Zone and companies in the plantation sector. During the recent past we have undertaken various programmes and steps to create awareness in terms of protection and Safety of the health of employees in the respective institutions in collaboration with those institutions. During this year too we have endeavored much for the betterment of our services and the review them and they took interest in services to be done during the current year which is included herein.

Vision.....

“To provide Occupational Safety, health and welfare to all”

Mission.....

“Empowering tripartite stakeholders through education, training and research in order to prevent all sorts of employment barriers for the sake of ensuring safety and health of work places and improving productivity”

Objective.....

-  Assisting the relevant Minister in the activities pertaining to formulation of national policy on National Occupational Safety and health.

-  Carrying out study researches and analysis required for formulating national policy on National Occupational Safety and health.

-  Implementation of all education, training and awareness programmes pertaining to Occupational Safety, health and welfare.

Role of the National Institute of Occupational Safety and Health

- ✚ Improving the condition of machinery in use by carrying out researches and studies in order to protect employees, designing of protective gears and directing employees to use such protective gears in such ways and means being developed.
- ✚ Taking necessary action to maintain environmental conditions such as sound, light, dust, heat and humidity at desirable levels supervising them by conducting relevant researches and developments. Taking action to mitigate or reduce harmfulness around working conditions.
- ✚ Raising awareness to regularize the employee stance according to labour science and directing the employers to provide equipment use for such purposes to suit them.
- ✚ Development of observations and appropriate measures to create a healthy workforce.
- ✚ Maintaining better safety and health conditions after observing working environment.
- ✚ Raising awareness occupationally among persons on safety and health and training them. Although raising awareness in persons on every site about Occupational Safety and Health is practically difficult the officers who have proper training in this subject carry out this task in all works sites.

Message from the Minister of Labour & Labour Relations.



Maintaining a healthy work force by creating background that pave sway for leading a healthy life for each and everybody is envisaged through the Future vision based on the Mahindra Chinthana policy to work in terms of the National Policy of Occupational safety and Health.

Accordingly the National Occupational Safety & Health Institute has decided to accomplish that task. In these endeavour employers, employees as well as the management should ensure that a risk – free work site and a risk – free sector is created. They are also entrusted with the task of raising awareness among the employees about it and protecting them.

The responsibility thereof does not vested with the worker community itself but the government too should bear the responsibility. Similarly, it is the duty of the Government to provide infrastructure facilities. This process can also be underpinned by way of legal policy. To this end a national policy and suitable ways and means are required to ensure the protection of workers at work.

This does not mean that the employers are solely responsible for it. The government in them mannerly holds the responsibility for the same. Also, the knowledgeable personnel concerned about these particular fields have a responsibility to work towards the health and the safety of workers. On the other hand the Institute of Occupational Safety & Health is vested with the task of ensuring their safety by raising awareness among employees and employers to improve occupational safety and health of the working people.

I do hereby extend my sincere thanks to the Ministry and its staff that took a leading role in realizing all these initiatives. I wish to express my gratitude to tripartite shareholders of employer and employee representatives, public Institutions, international labour Organization and non – governmental organizations. Last but not least my thanks should go to my brotherly Mps and Ministers who extended their support and encouragement towards this worthy cause.

Hon .Gamini Lokuge
Minister of Labour & Labour Relations.

Message from the Secretary to the Ministry of Labour & Labour Relations and President of the Institute of occupational Safety & Health.



It is with great pleasure that I present this progress Report – 2013 of the Institute of Occupational Safety and Health under this Ministry which is to be tabled in Parliament at the Committee Stage discussion on the Budget – 2014 of the Ministry of Labour & Labour Relations.

During the previous year the institute of Occupational Safety and Health dedicated to create a better working environment within the Institute with the aim of bringing about a healthy work – force.

During the course of the last several years the Institute of Occupational Safety & Health has rendered a commendable service which in turn immensely contributed to the productivity of the country.

I wish to extend my sincere gratitude to the Hon. Minister of Labour & Labour Relations, Gamini Lokuge for his able guidance, leadership and assistance extended to achieve these goals.

My thank should also go to the Additional Secretary and all other Heads of Departments including their staff for their dedication and cooperation towards this worthy cause.

Moreover my thanks are due to the Director General of the Occupational safety and Health Institute for the invaluable service rendered by the Department of the Institute of Occupational Safety & Health and the staff thereof.

W. J .L. U. Wijayaweera

Secretary Ministry of Labour & Labour Relations

And president, Institute of Occupational Safety & Health.

Message from the Director General of the Institute of occupational Safety & Health.



I am extremely happy to present this progress Report – 2013 of the Institute of occupational Safety & Health under this Ministry which is to be tabled in Parliament at the committee stage of the debate on budget – 2014 of the Ministry of Labour and Labour Relations.

During the period under review we had been engaging in a great deal of services in order to reduce the frequency of accidents at work and combat diseases while educating the working community and employers and the circumstance which may endanger the lives of workmen.

Taking measures to manage various kinds of dangers in the working environment by identifying them to reduce exposure to circumstances of dangers are the priorities in our objectives.

Our Institute takes prompt action to identify Occupational diseases that break out due to various exposures and disclose them forthwith.

Besides, the Institute of Occupational safety and Health is dedicated to conduct various training programmers for the purpose of uplifting Occupational safety & Health lectures on important matters, training sessions for safety officers in order to manage occupational accidents and diseases to improve the country's productivity.

I am extremely grateful to the staff and the Heads of the Ministry and the Department including my staff who extended their untiring support for the development of our Institution.

I wish to express my gratitude to the Hon. Minister of the Ministry of Labour and Labour Relations, Gamini Lokuge, the Secretary to the Ministry of Labour and Labour Relations, President of the Institute of Occupational Safety and health Mr.W.J.L.U.WiJayaweera for their leadership guidance and cooperation extended to realize the above goals.

Dr.N.C.Amarasingha
Director General
National Institute of Occupational Safety & Health.

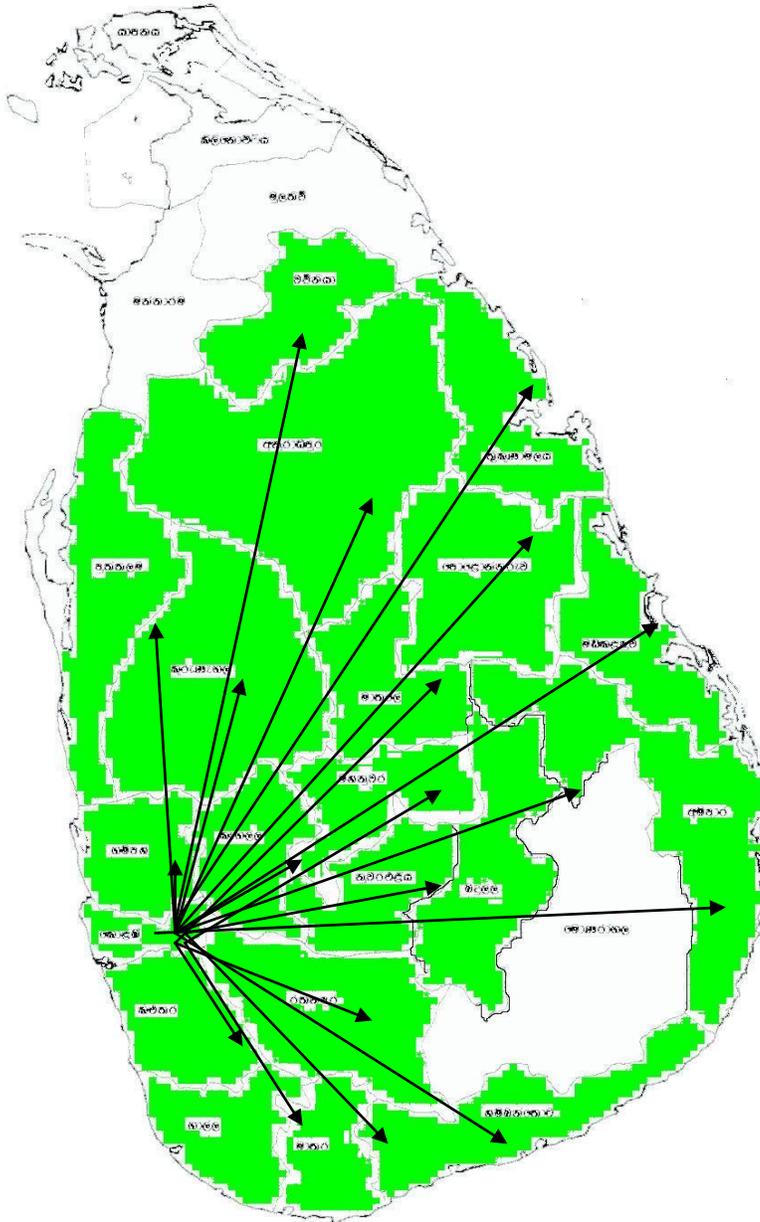
Board of Directors

National Institute of Occupational Safety and Health

1. Mr. W.J.L.U. Wijayaweera	Chairman/Secretary	Ministry of Labour and Labour Relations
2. Mrs. P. Weerasinghe	Commissioner General of Labour	Ministry of Labour and Labour Relations
3. Mr. Ravi Peiris	Director General	Employers Association
4. Mr. W. H. Piyadasa	Chairman	Public Workers Independent Trade Association
5. Mr. Lessli Devendra	Chairman	Sri Lanka Independent Trade Association
6. Dr. Mrs. N. Wickramasinghe	Occupational Diseases Specialist	Asiri Hospital, Narahenpita
7. Prof. S. Herath	Head of the Sociology Department	Faculty of Sociology, University of Colombo
8. Mr. H. K. Balachandra	Director General	Institute of Construction Training and Development
9. Mrs. W. L. S. Wijesundara	Commissioner of Labour	Industrial Safety Division, Ministry of Labour and Labour Relations
10. Mrs. C. Senanayake	Deputy Director	Department of National Planning

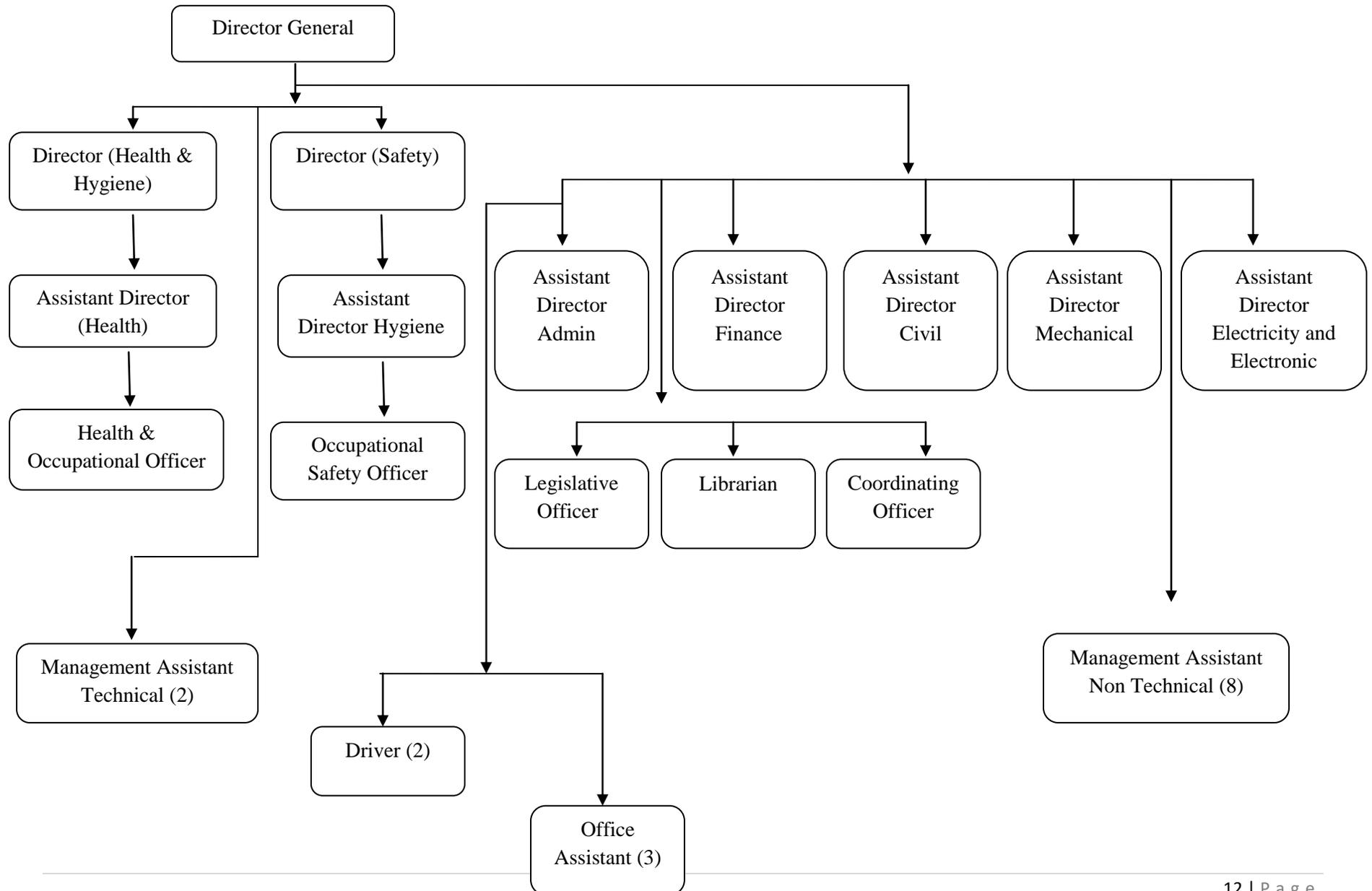
11. Dr. Mr. A. Jayalal	Deputy Director General	Community Health Service Division, Ministry of Health Care and Nutrition
12. Mr. H. H. Ruchira Withana	Senior Assistant Secretary	Technology Division Ministry of Industrial Development
13. Dr. Mr. D. B. T. Wijerathna	Director-Agro & Agriculture Agricultural Development	Agricultural Development & Agrarian Ministry
14. Dr. Mrs. N. C. Amarasinghe	Director General	National Institute of Occupational Safety and Health

Workplaces in Which Environmental Surveys Were Carried Out In Sri Lanka In 2013



- The above map depicts the various places of the island where in environmental measure surveys were arrived out by our institution.

Organization Chart



Programmes and Activities of the National Institute of Occupational Safety and Health

- Diploma Course on Occupational Safety and Health
- Certificate Course on Occupational Safety and Health
- Advance Certificate Course on Occupational Safety and Health in the Plantation Sector
- Training Boiler men
- Work Study programme on industry
- Training nurses in the field of industry
- Occupational Safety and Health for hospital staff
- Occupational Safety and Health for office staff
- Occupational Safety and Health in laboratories
- Handling of Chemical Safely
- Safety and Health for food consumers
- Stress Management Training Programme
- Environmental Surveys
 - Using equipment ‘ Indoor Air Quality ’ for testing the quality of air and ‘ Flu Gas Analyser meter ’ for emission test
 - Testing the dust level in the industry and using dust pumps
 - Using ‘ Sound Level Meter ’ to test sound level
 - Using ‘ Heat Stress Meter ’ indicator to test the level of heat
- Medical Test
 - Test on hearing
 - Blood Analysis
 - Evaluation test on fitness for work
 - Test on lungs punctuation
 - Vision test
- Case Management and Administration Service in the National Institute of Occupational Safety and Health

Courses, Workshops and Seminars Conducted during the Year 2013

✚ Details of Training Courses which are being conducted by national institute of occupational safety & health.

Courses	Duration	Recruitment Qualifications	Diploma/ Certificate
Diploma Course on Occupational Safety and Health	10 months	Having followed the Certificate Course of our institution. Having a recognized Degree. 05 years experience in the relevant field.	Diploma
Certificate Course on Occupational Safety and Health	03 months	Any A/L qualified person interested in Occupational Safety and Health	Certificate
Certificate Course for nurses in the industrial field	05 weeks	Being a nurse in the industrial field	Certificate
Advanced Certificate Course on Occupational Safety and Health in the plantation sector	03 months	Persons who engaged in the plantation sector	Certificate

✚ Diploma Course on Occupational Safety and Health

Two Diploma Courses on Occupational Safety and Health were conducted this year too. New applicants were recruited for these courses in the months of February and September 2013. 36 and 22 Executive Officers representing various fields according to the qualifications of the courses mentioned above participated in these courses respectively. Also, one of the significant features of participation was that majority of participants consisted of executive officers in the Defense sector in this course in September. In this course theoretical knowledge as well as practical knowledge is given by us and as a part of this course two fields tours are also arranged for the group of students participated in the course. Accordingly, students were conducted to Colombo Doc Yards and Seeduwa Lord Star on such field tours in the month of February of this year.

They have successfully completed the course and the other group is to complete their course by the end of next year, whereby they would be able to create a more protective work site in their work places by following those courses and it would be of much importance for the safety of workers.

Our institution has been able to provide a set of personal training as Occupational Safety Officers to contribute their valuable service to various fields. On the other hand, those who seek employment abroad would be much benefitted since it is an added qualification to them. Presently there are a number of students serving in foreign countries after having completed this course of study.



🚦 Certificate Course on Occupational Safety and Health

In 2013 two courses on Occupational Safety and Health were conducted. Duration of each was 15 weeks. In one of these courses, 17 students participated and the other was attended by 25 students. All these participants successfully completed the course. The successful completion of the course by the said participants has resulted in minimizing occupational accidents at work places of those who underwent the above course. Majority of them are employed as safety officers. Anyone interested in Occupational Safety and Health with Advanced Level qualifications can follow this course.



🚦 Certificate Course for nurses in the Industrial Sector

National Institute of Occupational Safety and Health which comes under the Ministry of labour and Labour Relations. This institute which has been established to ensure the safety of the working classes in this country is gaining popularity among the people. Therefore, our institution has decided to commence a course of study for the sake of professional in nursing in industrial sector that perform an important role in the health sector moving with the patients constantly as well as courses in relation to production, garments and plantations. The first batch of the group successfully completed this course during the last year and the second batch was enrolled in 2013. This course was commenced on 03rd April 2013 and it was attended by 07 nurses. This course lasted for 05 weeks and the participants successfully completed the course during the period.



Higher certificate on occupational safety and health of plantation sector

During the year 2013, this course on Occupational Safety and Health was conducted with a participation of 26 Executive Officers in the plantation sector. This course included 03 months training period and those who registered for it, completed it in a successfully manner. It has been organized in order to include theoretical and practical training in the course of the training period.

The participants were given practical training by way of a two day field trip. Through this endeavor it was possible to improve Occupational Safety and Health for those who are engaged in plantation sector and thereby paving way to make use of factories in a productive manner. This position was revealed through a follow up study which carried after this training.



ADVANCED CERTIFICATE IN OCCUPATIONAL SAFETY AND HEALTH FOR THE PLANTATION SECTOR
(2013 Batch)

Back Row (L-R) – Mr. N. W. Subashda, Mr. C.S. Athukoral, Mr. R.P.Priyatha, Mr. S. Virubalamany, Mr. V. Vinithe Lakshman, Mr. Sandanan Sandeysa,
Mr. I. G. J. Kumarasiri, Mr. A. Subesekumar, Mr. T. Gunaratnam, Mr. A. Dissanayagam, Mr. C. Lowrance, Mr. N. Nalendra, Mr. V. M. Dharmasooka,
Mr. K. Latha Prinsala, Mr. N.S.A.M. Eswaranatha, Mr. H. W. Simalaratne,
Front Row (L-R) – Mr. B. K. Prasanna Samarajewe, Ms. G.D. Siharani Nissimala (NIOSH), Mrs. L. A. S. Kanthie, Mrs. S. Ilakkumbura, Mr. Jim Delaney (Project Director,
PCT II, WISC), Dr. N. Champika Amarasinghe (Director General - NIOSH), Mr. Dushy Ferrerichandana (EIP Sri Lanka),
Mr. T. Nalin (Senior Program Officer - PCT II, WISC), Mr. V. M. Karunanarayanan (Former Deputy Commissioner of Labour & Chief Fac. Inspecting Engineer),
Mr. G. K. L. Chandani, Ms. R.M. Jamburegoda (Research Officer - NIOSH), Mr. R. M. Wijesinghe.



This course has opened avenues for obtaining promotions in the field to regulate the working environment in the proper manner of those who are engaged in plantation sector as well. Moreover by identifying post as “Occupational Safety Officer” more value has been assigned to that post. Another progress that was evident from these initiatives was that it was possible to bring about more productivity among employers and employees. By now, a hand - book of guidelines has been launch for the sale of those who have completed this course and action was taken to distribute it among the factories in the plantation sector. Moreover action is being taken to grant them NVQ Status in addition to the certificate awarded at the end of the course.

+ Diagnosis Camps / Export Processing Zones

Diagnosis camps were held in several places in the island during the whole year at Biyagama, Awissawella, Koggala, Pallekele and Katunayake with the sponsorship of Shrama Vasana Fund and National Institute of Occupational Safety and Health focusing on hearing, eyes, and blood and lungs checks.

At the request of the Institute, dental checkups and tubocologis TB (tuberculosis) checkups were also carried out and those who attended the clinics were provided opportunities to attend a valuable lecture delivered by veterans in the medical field.

At the end, they were awarded certificate – ‘fitness assessment’ for their participation in all these diagnosis camp which became successful and important annual activity. At this event, selected employees were given spectacles free of charge with the assistance of Shrama Vasana Fund.



The particulars of these camps are given on the following table of data.

Table (a) - Diagnosis Camps held in 2013

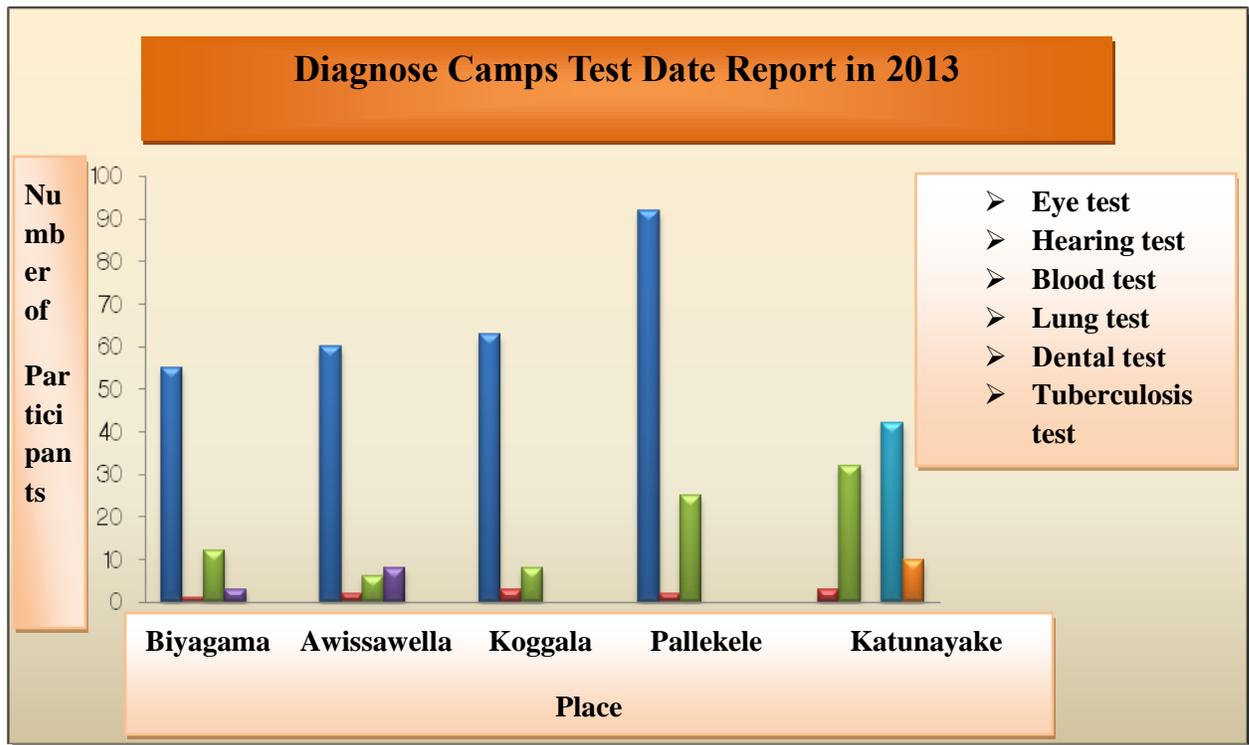
	Place	No. of Participants
2013.03.21	Biyagama Export processing Zone	250
2013.04.30	Awissawella Export processing Zone	200
2013.06.03	Koggala Export processing Zone	200
2013.09.06	Pallekale Export processing Zone	119
2013.10.07	Katunayaka Export processing Zone	120

The table above depicts the data regarding the durations, venues and the number of persons participated in the diagnosis camp which was held throughout the year.

Test	Biyagama			Awissawella			Koggala			Pallekale			Katunayake		
	No of participant	Un fit to work	%	No of participant	Un fit to work	%	No of participant	Un fit to work	%	No of participant	Un fit to work	%	No of participant	Un fit to work	%
Eyes	80	55	69	120	60	50	65	63	97	109	92	84	-	-	-
Hearing	43	01	02	33	02	06	31	03	10	50	02	04	114	03	03
Lungs	85	12	14	35	06	17	35	08	23	75	25	33	115	32	28
Blood	25	03	12	29	08	28	-	-	-	-	-	-	-	-	-
Tuberculosis	-	-	-	-	-	-	-	-	-	-	-	-	90	10	11
Dental	-	-	-	-	-	-	-	-	-	-	-	-	111	42	38
Total															

Table (b) – Diagnosis Camps Test Data Report in 2013

Number of participants The above data contained in table (b) indicates particulars about diagnosis camps held in 2013. Most of the test had to be carried on people around Katunayake export processing zone. It also indicates categorically the number of people participated, the number of patients identified and the number of people participated as a percentage of all those who participated. Moreover information thereof can be given in the following manner too.



Free Diagnosis Camp

This Diagnosis Camp was conducted at Madolkale in 2013 focusing on the Tamil employees of the tea estate in the district of Kandy. For this full sponsorship was provided by our institution. Eye, Tuberculosis and dental checkups were carried out on 2000 participants. 90 pairs of spectacles were distributed for eye patients identified at the Clinic



✦ Training Workshops conducted during current year

Waste Management Programme conducted focusing on Colombo

A five day workshop was conducted under this project to educate the Engineers of pipe born water system of the Colombo Municipal Council, on Occupational Safety and Health commencing from 12th February at the National Institute of Occupational Safety and Health.



Twenty Officers participated in this event. The main objective of this programme was to advise them with correct ways and means to control diseases that may occur according to their nature of employment and their work environment as well as to bring about a qualitative employment by having them engaged in productive duties thereby ensuring employer – employee relatives for Healthy workforce.

✦ Training of Boiler man

This was conducted as a one day workshop at the southern Training Centre on 04.10.2013 to improve occupational safety of 45 people including Boiler man and related personnel in tea factories including Watawela and Kelaniwela in the Hatton area with the financial assistance of National Sharama Vasana Fund.

They were given theoretical and practical knowledge in the operation and use of boilers.

✦ Industrial Work Study Programme

Two programmes of this nature were held in 2013 at Kindsbury Hotel Premises Galle Face Colombo and National Institute of Occupational Safety and Health. Prof. David Kepal participated as the Chief Guest of this programme which held in our institute. In the course of this programme he delivered a speech which included many important points. This programme was of immense success with the lecturers that were delivered by Dr. N.C. Amarasinghe and Miss. Ramya Jamburegoda.



And also at the premises of Galle Face Kindsbary Hotel industrial workstudy programme about 100 officers participated representing various sectors. Attention was focused on correct stands (Egronomic) when working at places.

Waste Management Programmes

- Programme (1)

This programme was held at National Institute of Occupational Safety and Health in March 2014 with the participation of about 55 officers serving in various institutions. This programme which was conducted as a one day workshop was attended by executive level professionals. Dr. Mrs. N. C. Amarasinghe, Director General, Ms. Ramya Jamburegoda and Dushyanthi Ranpatige (ITI), Mr. Shayan Appuhamy contributed to this programme as resource persons.

- Programme (2)

Under this project, this workshop was held for the sake of officers working in “Nor Lanka ” with the participation of about 50 officers on 11thune 2013 at National Institute of Occupational Safety and Health. This one day workshop was attended by 60 executive grade level professionals as well.



Annual Exhibition

The Exhibition “Medical 2015” was held at the Sri Lanka Exhibition and Convention Centre in this year too and the assistance of our institution was extended towards that endeavour. The exhibition lasted for 10 days and a large number of people came to our stall. The staff of our

office could make the people aware of our services being rendered. Our stall received attention of more people than anticipated and it was praised by 60th local companies as well as foreigners. We were lucky enough to be benefitted than we expected.



Launching the website

Launching the website of our institution which is of much importance to our institution, was carried out at the National Institute of Occupational Safety and Health on 08th February 2015 in a grand way under the auspices of the Hon. Gamini Lokuge, Minister of Labour and Labour Relations and Mr. W.J.L.U. Wijayaweera, the Secretary to the Ministry of Labour and Labour Relations. This event would paved way for the protection and the development of Occupational Safety for the sake of both employee and employer sectors while in turn providing a great deal of benefits to those living in this country and foreign countries.



Conference on Occupational Safety and Health

This Conference can be described as one of the programme conducted by us paying more attention in the year. During the course of this week we held medical clinics, mobile workshops and prevention of occupational accidents and occupational diseases programmes aiming at educating the working people throughout the country. Main objective of this endeavor is to usher in a better working environment.

To mark “National Occupational Safety and Health week”, the inaugural festival thereof was commenced on 09th October 2013. This festival was held under the auspicious of Dr. Mrs. N. C. Amarasinghe, the Director General of National Institute of Occupational Safety and Health with the participation of invitees.



Mrs. Perl Weerasinghe, Commissioner General of Labour Department, Mr. Lesli Devendre, president, Independent Workers’ Union, Mr. Ravi Peries, Director General of Lanka Worker’s Union and Mr. Donglin Li, Sri Lanka Director of Maldives of International Labour Organization participated as a special invitee to this event. In addition to that this conference consisted of lectures of Dr. Mr. NihalJayathilaka, Secretary to the Ministry of Health, Mr. W. J. L. U. Wijayaweera, Secretary to the Ministry of Labour and Labour Relations, Prof. Mrs. Rohini D. Senevirathna, Dr. Mr. A. T. Suraweera, Chancellor of Institute of Information Technology, Sri Lanka, Mr. Hoi Muyung Jung, Deputy Director of Occupational Safety and Health sector of Ministry of Man Power in Singapore and Korean Agent of 3M company.

Media Conference

A media Conference which was headed by Hon. Gamini Lokuge, Minister of Labour and Labour Relations and Mr.W. J. L. U. Wijayaweera, Secretary to the Ministry of Labour and Labour Relations, was held on 03rd of October 2013. This had been a programme to educate the people to mark the ‘National Occupational Safety and Health week ’



Mrs. Perl Weerasinghe, Commissioner General of Labour Department, Mrs. Sujatha Wijayasundara, Head of the Industry Safety Division, Dr. Mrs. N. C. Amarasinghe, the Director General of National Institute of Occupational Safety and Health participated in this occasion.

During the course of this, Director General of National Institute of Occupational Safety and Health briefed on the steps already taken by the National Institute of Occupational Safety and Health, Labour Department and Ministry of Labour and Labour Relations to minimize the occupational accidents.

Awarding of Diploma Certificate

A ceremony to award Diploma Certificate to those officers who are in Executive Grade positions and those who are engaged and aspiring to be engaged in Safety Officers after their completion of the Diploma Course, was held at the Galadhari Hotel at Galle Face on 09th October this year in a Jubilant way. Hereby 23 persons of 04th group who successfully completed the Diploma Course on Occupational Safety and Health were awarded Diploma

Certificates. This event was headed by Hon. Secretary to the Ministry of Labour and Labour Relations and certain number of managers of companies working in collaboration with our institution also participated in this event. The other feature of significance in this ceremony was that the service of resource person who contributed for the courses of study was also appreciated.

During the year , our institution conducted the programmes such as Training of Boiler man, programme on industrial studies, Waste management programme, Certificate Awarding Ceremony, annual exhibition, Launching the website, conference on Occupational Safety and Health, media briefing . In addition to that workshops on Occupational Safety and Health there were many workshops on Occupational Safety and Health conducted throughout the year by us for foreign university students and the employers and employees engaged in hotel Sector.

Occupational Safety and Health Study Library

The Library which housed on the Ground Floor of the National Institute of Occupational Safety and Health consists of useful books, periodicals, leaflets, bulleting, thesis, reproductions, modules, chemical Safety data notes and articles on data for the use of students on week-days.

- Occupational Health
- Industry
- Environment
- Public
- Suitable environment for work
- Technical Safety
- Protection from Chemicals
- Occupational Diseases
- Legislation of Industrial Laws
- Toxicology
- Water and Sanitation

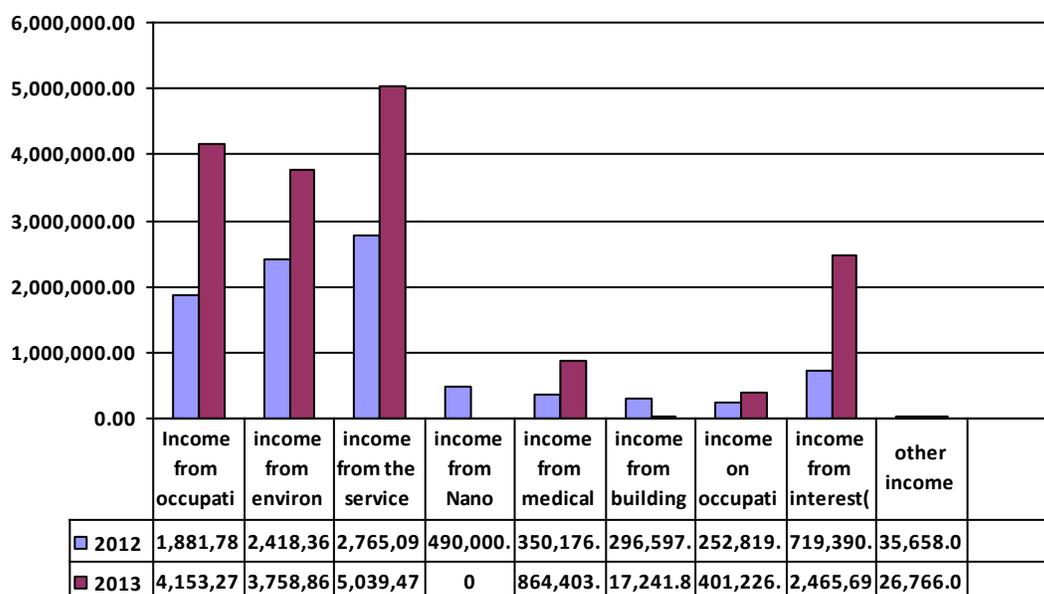
**Institutions from which National Institute of Occupational Safety and Health
Obtained the services for environmental measures and Occupational Safety**

- | | |
|---|---|
| ✚ Access Engineering Pvt. Ltd –
Nugegoda, Henamulla | ✚ D. V. Computerize Label Pvt. Ltd -
Orugodawatta |
| ✚ Antlar Fabric Printers Pvt. Ltd –
Piliyandala | ✚ BASF Lanka Pvt. Ltd - Colombo
02 |
| ✚ Brandix Intimate Apparel –
Anurdhapura, Polgahawela,
Rabukkana, Batticaloa | ✚ Ilastomeric Technologies Ltd -
Piliyandala |
| ✚ Brandix Essential Limited -
Hambantota | ✚ E. B. Crazy and Ltd - Millawa |
| ✚ Brandix Casual Ware Limited -
Seeduwa, Rideegama, Ekala,
Giritale, Rathmalana | ✚ Onela Apparels - Seeduwa |
| ✚ Courts Trades Export Pvt. Ltd –
Colombo 10, Colombo 04 | ✚ Union Apparel Pvt. Ltd -
Maharagama, Seethawaka,
Marawila |
| ✚ Kupid Exports Pvt. Ltd -
Balapitiya, Mawathagama | ✚ Union North Pvt. Ltd – Union
Industrial Washing Pvt. Ltd –
Waikkala |
| ✚ Ceylon Tea Service Pvt. Ltd -
Paliyagoda | ✚ Upali Consumer Product Pvt. Ltd -
Colombo 13 |
| ✚ Kalarsoon Pvt. Ltd - Piliyandala | ✚ V. V. Karunaratne Pvt. Ltd -
Kelaniya |
| ✚ Chaina Harbor Engineering Ltd -
Hambantota | ✚ R. M. Holding Pvt. Ltd -
Negombo |
| ✚ Cristal Martin Pvt. Ltd -
Katunayake, Galagedara | ✚ Holcim Lanka Pvt. Ltd - Galle |
| ✚ CBT Food International Pvt. Ltd -
Ranala | ✚ Rainbow Fashion Pvt. Ltd -
Ipalogama |
| ✚ D.S. Garment Industries Pvt. Ltd -
Attidiya | ✚ Rich Light Export Pvt. Ltd-
Kerirawa |
| ✚ D. D. C. Pvt. Ltd - Udammitta | ✚ M. D. Export Pvt. Ltd - Kalutara |

- ✚ EAM Maliban Textile Pvt. Ltd -
Deraniyagala
- ✚ GithmaEmbroiding Pvt. Ltd -
Dehiwala
- ✚ HI Fashion Holding Pvt. Ltd -
Homagama
- ✚ Halis Agriculture - Biyagama
- ✚ Haydramani Group Pvt. Ltd -
Kahathuduwa, Awissawella,
Sithawaka, Katunayake
- ✚ Halis MGT Kinitin Mill Pvt. Ltd –
Nebada
- ✚ Interpast Asia Pvt. Ltd -
Kolonnawa
- ✚ J. K. Garment Pvt. Ltd -
Kurunegala
- ✚ Jifee Product SL Pvt. Ltd -
Meerigama, Kobeigane, Pannala
- ✚ Korean Spa Accessories Pvt. Ltd -
Ranala
- ✚ LTL Project Pvt. Ltd - Colombo
10
- ✚ Lidin Lady Intimate Lanka Pvt. Ltd
- Katunayake
- ✚ Mona Plastic Pvt. Ltd -
Colombo 03
- ✚ Motherin Night Garment Pvt. Ltd -
Colombo 05
- ✚ Noratel Lanka Pvt. Ltd -
Katunayake
- ✚ Nelna farm Pvt. Ltd - Ranwala
- ✚ Orient Garment Pvt. Ltd -
Mirijjawila
- ✚ Orit Garment Pvt. Ltd -
Seethawaka
- ✚ Timex Garment Pvt. Ltd -
Mawathagama
- ✚ Young And International Lanka
Pvt. Ltd
- ✚ Star Garment - Katnayake,
Kaduwela
- ✚ Rich Light Apparel Pvt. Ltd -
Rathnapura
- ✚ Union Chemical Lanka Ltd -
Colombo 02
- ✚ Latex Plant - J-ela
- ✚ V. T. Manufacturing Pvt. Ltd -
Kothmale
- ✚ Siyalish Garment Pvt. Ltd -
Horana
- ✚ S. K. Union Garment Pvt. Ltd-
Anamaduwa
- ✚ Screenline Holding Pvt. Ltd -
Kelaniya
- ✚ SGI Lanka Pvt. Ltd - Katunayake
- ✚ Star Fashion Clothing -
Kaduwela

Financial Analysis 2012 – 2013

	2013	2012
Income from Occupational Safety and Health Course	4,153,272.60	1,881,785.93
Income from Environmental Measurements	3,758,862.00	2,418,363.00
Income from the services rendered by co-operative Agreement made with other institutes	5,039,475.71	2,765,096.66
Income from Nano Technology Project	-	490,000.00
Income from Medical Test Activities	864,403.88	350,176.00
Income from Building Rent	17,241.82	296,597.59
Income on Occupational Safety and Health Day	401,226.92	252,819.83
Income from Interest (NOISH Development Fund)	2,465,694.60	719,390.41
Other Income	26,766.00	35,658.00
total	16,726,943.53	9,209,887.42



Statement of Financial position

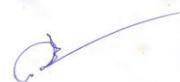
National Institute of Occupational Safety and Health

Balance Sheet as at 31st December 2013

		2013	2012
		Rs	RS
Assets			
Current Assets			
Cash and cash equivalents	Note 1	1,136,807.76	3,482,695.31
Receivables	Note 2	2,329,013.15	723,390.91
Development Fund		<u>19,253,243.90</u>	<u>10,000,000.00</u>
		<u>22,719,064.81</u>	<u>14,206,086.22</u>
Non Current Assets			
Treasury Accounts		267,500.00	
Plant Machinery & Equipment	Note 3	13,881,852.94	8,500,217.32
Capital Expenses Done by Ministry		-	1,171,423.33
		<u>14,149,352.94</u>	<u>9,671,640.65</u>
Total Assets		<u>36,868,417.75</u>	<u>23,877,726.87</u>
LIABILITIES			
Current Liabilities			
Payables	Note 5	1,481,439.04	1,936,879.45
		<u>1,481,439.04</u>	<u>1,936,879.45</u>
Total Liabilities			
Net Assets		<u>35,386,978.71</u>	<u>21,940,847.42</u>
NET ASSETS			
Accumulated surplus	Note 4	33,736,978.71	21,940,847.42
Donation medical equipment – National Science Foundation		<u>1,650,000.00</u>	-
		<u>35,386,978.71</u>	<u>21,940,847.42</u>



W.J.L.U. Wijayaweera
Chairman
NIOSH



P.M.K. Perera
A.D. Finance
NIOSH

Statement of Financial Performance

National Institute of Occupational Safety And Health As At 31st December 2013

<u>Revenue</u>	2013	2012
Treasury Grant	5, 639,601.93	7,348,623.37
Operational income	<u>16,726,943.53</u>	<u>9,209,887.42</u>
	<u>22,366,545.46</u>	<u>16,558,510.79</u>
Less:		
<u>Expenses</u>		
Administration expenses	8,344,790.46	4,724,329.44
Financial charges	300.00	
Depreciation	<u>1,299,406.08</u>	<u>832,301.65</u>
Total expenses	<u>9,644,496.54</u>	<u>5,556,631.09</u>
Surplus for the year	12,722,048.92	11,001,879.70

Notes to the financial Statements

1. Significant accounting policies

1.1. Reporting entity

The National Institute of Occupational Safety and Health was established on 28th April 2005, under the Ministry of Labour Relations & Manpower Sri Lanka. NIOSH is committed to better working conditions for all people, through increasing awareness of and adherence to proper health and safety measures. The institute is located No.97, Jawatta Road, Colombo-05

1.2. Principal activities and nature of operations

NIOSH is committed to better working conditions for all people, through increasing awareness of and adherence to appropriate health and safety legislation. There activities include the dissemination of updated information and advisory and consultancy services. They educate and train employers, employees and all other categories of people who will benefit from such training as well as co-operate in investigations studies surveys and research in the field of Occupational Safety and Health (OSH).

1.3. Basis of preparation

(a) Statement of compliance

The financial statements of the institute comprise the balance sheet, income statement, statement of changes in equity, cash flow statement, and note to the financial statement. These statements are prepared in accordance with Sri Lanka accounting standard for smaller enterprise (SLASSE) laid down by the institute of chartered accountants of Sri Lanka (“ICASL”).

(b) Basis of measurement

The financial statements have been prepared on the historical cost basis. No adjustments have been made for inflationary factors in the financial statements.

(c) Functional and presentation currency

These financial statements are presented in Sri Lankan rupees, which is the company’s functional currency.

(2) Property, plant and equipment

i. Recognition And Measurement

Items property, plant and equipment are measured at cost less accumulated depreciation and accumulated depreciation and accumulated impairment losses.

The cost of an item of plant and equipment comprise its purchase price and any directly attributable cost of bringing the assets to working conditions for its intended use

Expenditures incurred to replace a component of an item of property, plant and equipment that is accounted for separately is capitalized with the carrying amount of the component being written off. Other subsequent expenditure is capitalized only when it increases the future economic benefits embodied in the item property, plant and equipment. All other expenses as incurred.

ii. Depreciation

Depreciation is recognized in the income statement on a straight-line basis over the estimated useful lives of the asset.

The estimated useful lives for the current and comparative periods are as follows:

	Year
Plant & Machinery	10
Computer equipment	5
Furniture and fitting	10
Sound system items	5
Medical equipment	10
Other Assets	10

Depreciation policy is no depreciation for purchase year & fully depreciation in disposal year.

iii. Fixed assets

The institute has some assets which is transfer from ministry & department of Labour in time to time when beginning the institute. In 2013 some assets are capitalized & depreciated under the prior year adjustment in balance sheet.

iii. New Medical equipment purchase

The National foundation Institute transferred the fund to purchased Rs.1, 650,000 for purchase new Nano technology medical equipment which amount already received & accrued under the balance sheet due to the not purchased as at 31/12/2013.



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கணக்காய்வாளர் தலைமை அறிபதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT



මගේ අංකය } LS/C/NIOSH/FA/
எனது இல. } 1/13/2
My No. }

ඔබේ අංකය }
உமது இல. }
Your No. }

දිනය }
திகதி }
Date }

29 December 2014

Chairman,
National Institute of Occupational Safety and Health

Report of the Auditor General on the Financial Statements of the National Institute of Occupational Safety and Health for the year ended 31 December 2013 in terms of Section 14(2)(c) of the Finance Act. No. 38 of 1971

The audit of financial statements of the National Institute of Occupational Safety and Health for the year ended 31 December 2013 comprising the Statement of Financial Position as at 31 December 2013 and the Statement of Financial Performance 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 17(3) of the National Institute of Occupational Safety and Health Act, No. 38 of 2009. 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 was furnished to the Chairman of the Institute on 26 March 2014.

1.2 Management's Responsibility for 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-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 judgements, including the assessment of the risks of material misstatements 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 the 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 Opinion

In my opinion, the financial statements give a true and fair view of the financial position of the National Institute of Occupational Safety and Health as at 31 December 2013 and its financial performance and cash flows for the year then ended in accordance with Sri Lanka Public Sector Accounting Standards.

2.2 Non-compliance with Laws, Rules, Regulations and Management Decisions

The following non-compliances were observed.

Reference to Laws, Rules and Regulations	Non-compliance
(a) Finance Act, No. 38 of 1971 (i) Section 10(5)	Even though the temporary surplus money should be deposited with the General Treasury to be obtained as and when required the surplus of Rs.12,733,876 for the current year had not been so deposited.



- (ii) Section 11 A sum of Rs.9,253,244 had been invested in fixed deposits during the year under review without the approval of the Minister of Labour and Labour Relations given with the concurrence of the Minister of Finance.
- (b) Financial Regulations of the Democratic Socialist Republic of Sri Lanka
-
- (i) Financial Regulations 103(1)(e), 104(1)(a), 104(4) and 105(1)(c) Action in terms of the regulations had not been taken on Laptop Computer misplaced on 23 April 2012.
- (ii) Financial Regulation 756 A Board of Survey of the Library books of the Institute had not been conducted.
- (c) Treasury Circular No. IAI/2002/02 of 28 November 2002 The Institute had not maintained a Register of Assets for Computer Accessories and Software.

3. Financial Review

3.1 Financial Results

According to the financial statements presented, the operations of the National Institute of Occupational Safety and Health for the year ended 31 December 2013 had resulted in a surplus of Rs.12,722,049 as compared with the corresponding surplus of Rs.11,001,880 for the preceding year, thus indicating an improvement of Rs.1,720,169 in the financial results for the year under review. The increase of the surplus had been mainly due to the increase of income of sundry courses by 92 per cent.



3.2 Financial Review

The ratio of expenditure to the income in the year 2012 had been 34 per cent and that had increased to 43 per cent in the year 2013. The income earned in the current year had improved by a sum of Rs.5.8 million over that of the preceding year.

4. Operating Review

4.1 Properties not formally vested

The land and the buildings in which the Institute premises is established belongs to the Department of Labour and action had not been taken either for effecting the transfer of the property or to enter into an agreement.

4.2 Staff Administration

The following observations are made.

- (a) The approved cadre in 13 posts had been 25 and action had not been taken up to the date of audit for filling 15 vacancies that existed over several years.
- (b) Even though the Health and Sanitation Officers included in those vacancies are essential for the achievement of the objectives of the Institute those officers had not been recruited.

5. Accountability and Good Governance

5.1 Corporate Plan

A Corporate Plan for a period not less than three years had not been prepared in terms of Section 5.1.1 of the Public Enterprises Circular No. PED/12 of 02 June 2003.



5.2 Tabling of Annual Reports

The Annual Reports of the Institute from the year 2010 had not been tabled in Parliament and the Annual Report for the year 2011 had been forwarded to the Ministry on 28 February 2013

6. Systems and Controls

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

- (a) Planning
- (b) Financial Management
- (c) Staff Administration
- (d) Motor Vehicles Control

A handwritten signature in blue ink, appearing to read 'W.P.C. Wickramaratne'.

W.P.C. Wickramaratne
Acting Auditor General