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2017

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ஆண்டறிக்கை
Annual Report





NATIONAL TRANSPORT MEDICAL INSTITUTE

2017

ANNUAL REPORT

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National Transport Medical Institute



Introduction

As a Government Statutory Institution that has been established under the National Transport Medical Institution Act No. 25 of 1997, the prime objective of this institution is issuance of medical certificates conducting proper medical examinations for heavy vehicle and light vehicle drivers. Head Office and 25 island wide branch offices has been established for this purpose.

Chairman and the Board of Directors

Chairman	- Dr. G.W.A.R. Pushpakumara
Board of Directors	- Mr. K.G. Dharmathilake (Ex- officio member) Senior Assistant Secretary (Administration), Ministry of Transport - Mr. Sanath Perera (Ex- officio member) Additional Director General, Dept. of Trade and Investment Policies, General Treasury - Mr. W.D.A. Dhananjaya (Ex- officio member) Assistant Superintendant of Police (Motor Traffic) Police Head Quarters - Mr. M.A.P.Hemachandra (Ex- officio member) Chairman, National Transport Commission - Mr. Mangala Wijesighe (appointed member) - Dr. M.M.I.K. Wanninayake (appointed member) - Mr. S.H.K.Samaraweera (appointed member)
Secretary to the Board of Directors	- Ms. Chintha Damayanthi

Senior Management of the Institute

Chief Medical Officer	- Dr. (Mrs.) K. S. M. Samarasekara MBSS (NCMC), OH & S (Colombo)
Accountant	- Ms. C. P. I. N. Perera BSc. Business Management, University of Sri Jayawardhanapura Member, Association of Accountant Technicians (MAAT)
Internal Auditor	- S. A. P. S. Dissanayake Bcom (Special), University of Kelaniya Licenced Business Accountant Member, Association of Accountant Technicians (MAAT)
Administrative Officer	- Mrs. H. H. R. K. Herath BSc. Business Management, University of Sri Jayawardanepura Higher Diploma in Human Resources Management (National Institute of Business Management)
Registered address of the Institution	- No. 170, Highlevel Road, Nugegoda
Official Telephone No.	- 0112-852868
Official Telephone No.	- 0112-809305
Official email address	- ntmi@sltnet.lk
Official web site	- www.ntmitransmed.org
Official Bank	- Bank of Ceylon

Message of the Chairman

I took measures to achieve the goals of the Institution providing the required services in relevant to issuance of medical reports conducting advanced and qualitative medical examinations for heavy vehicle drivers as well as the light vehicle drivers via the Head Office and the branches throughout the country in accordance with the power vested by the National Transport Medical Institute Act of 1997 in line with the Mission of the Institution.

Accordingly, accomplished qualitative service through implementation of strategic plans required to achieve the objective of the Institution following actions to maintain good health condition for all the drivers in Sri Lanka with the improvement of quality of service provided to the clients inculcating positive attitudes among the staff serving in the Institution.

As the Chairman of the Institution, I sincerely thank the Board of Directors, Senior Management who represented the respective year for the commendable support extended to achieve the progress in year 2017 while focusing the attention to provide efficient and qualitative service to the customers of the Institute.

Mr. G. Y. A. R. Pushpakumara

Chairman

National Transport Medical Institute

Vision

"Placing a healthy driver behind each steering wheel"

Mission

"To be the leader in the transport medical field and to issue medical certificates after a qualitative medical examination to ensure the physical and mental condition of all driver applicants"

Objectives

- Examine physical and mental fitness of all the candidates applying for driving licences.
- Improve the quality and security stratagem of the medical certificate issued to candidates.
- Achieve quality of the service through effective human resources management.

Functions of the Institute

- a) To provide medical services to drivers and operators of all types of vehicles including heavy vehicles.
- b) To examine physical and mental fitness of drivers of all types of vehicles including heavy vehicles and issue certificates to them.
- c) To conduct medical examinations for drivers and operators of all types of vehicles and make recommendations regarding their fitness and suitability.
- d) To provide necessary medical services and assistance in cases of road accidents relating to any type of motor vehicles.
- e) To ensure that all types of motor vehicles are driven or operated only by persons physically and mentally fit and competent, by the institution itself or in consultation with other organizations.
- f) To appoint a qualified Panel of Medical Officers for districts and provinces to deliver the functions of the institute
- g) To provide medical advices and recommendations on industrial hygiene and industrial accidents.
- h) To provide instructions and guidance on the assessment of compensation or loss to paid out in relevant to accidents.

- i) To formulate standards and prescribe parameters pertaining to transport medical activities to be adopted by the relevant implementing authorities.
- j) To provide medical services and assistance to drivers and operators engaged in private bus companies registered under the companies established under the Conversion of Public Corporations or Government Owned Business Under takings into Public Companies Act No.23 of 1987 or registered under the National Transport Commission Act No 37 of 1991

Current Performance

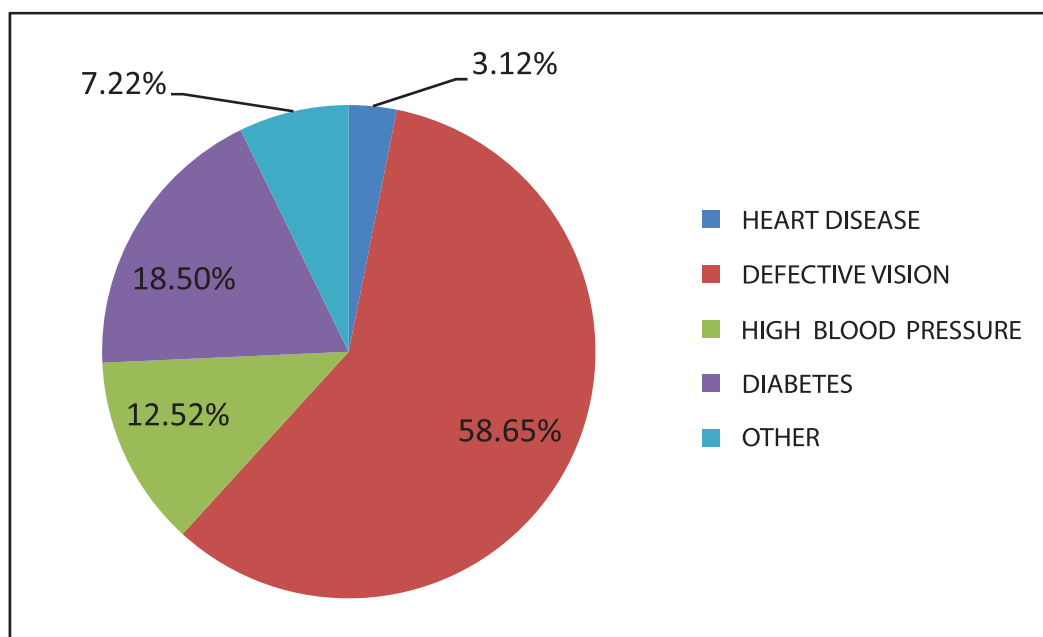
An overview of the issuance of medical certificates to the applicants of driving licences following medical examinations has been given bellow;

Medical examinations conducted up to 31 December 2017

Panel/ district which conducted the Medical examinations	No. of Medical Examinations conducted	No. of drivers failed at medical examination on medical grounds and No. of drivers applied for driving licences	Percentage of drivers failed at the medical examination
Head Office	110,619	9,872	8.92
Kandy	32,645	3,365	10.31
Galle	29,926	2,338	7.81
Kurunegala	63,308	5,517	8.71
Anuradhapura	32,960	4,383	13.30
Hambantota	30,599	2,180	7.12
Ratnapura	25,586	1,703	6.66
Badulla	20,302	1,702	8.38
Moneragala	14,792	1,327	8.97
Ampara	18,849	2,218	11.77
Batticaloa	21,295	1,777	8.34
Werahera	60,472	8,799	14.55
Matara	26,575	2,024	7.62
Vauniya	10,233	987	9.65
Mannar	4,772	332	9.96

Trincomalee	14,712	1,838	12.49
Kilinochchi	6,974	497	7.13
Jaffna	22,261	2,560	11.50
Gampaha	75,277	7,878	10.47
Kaluthara	28,259	2,579	9.13
Matale	21,550	2,284	10.60
Kegalle	20,719	2,196	10.60
Mulativu	4,813	591	12.28
Nuwara Eliya	11,974	1,326	11.07
Polonnaruwa	17,269	2,239	12.97
Puttlam	25,045	1,592	6.36
Total	751,786	74,104	9.86

- Total number of medical examinations conducted up to 31 December 2017 is 751,786 and 9.86% out of this were recommended as not fit to engage in driving jobs on medical grounds by the medical officers. According to these statistics it has been proved that 9-10 persons out of 100 applicants are unfit for driving due to their health condition.



Poor eyesight has been identified as the main reason that contributes the unfit health condition.

- Analyzing the number of customers referred by the Department of Police and the Courts it has been identified that 9% - 12% of them do not have mental and physical fitness to drive a vehicle. Therefore we have contributed to minimize the road accidents by certifying the drivers who are medically unfit are not driving vehicles.

No. of customers referred to medical tests by the Department of Police and Courts.						
Year	Up to 31 December 2016			Up to 31 December 2017		
Month	No. of Clients	Failed No.	% of failed Clients	No. of Clients	Failed No.	% of failed Clients
January	265	25	9.43	390	24	6.15
February	276	21	7.61	313	37	11.82
March	299	19	6.35	338	41	12.13
April	256	27	10.55	238	33	13.86
May	318	18	5.66	365	37	10.14
June	321	36	11.21	370	45	12.16
July	338	50	14.79	413	59	14.28
August	364	31	8.52	390	41	10.51
September	341	22	6.45	360	52	14.44
October	352	30	8.52	414	40	9.66
November	358	33	9.22	354	46	12.99
December	271	35	12.92	263	24	9.13
Total	3,759	347	9.23	4,208	479	11.38

- **Presidents Official Mission “ Janapathi Nila Mehewara" in districts**

District	Time period	No. of Divisional Secretariats	No. of Clients
Kurunegala	06.04.2017 - 02.12 2017	25	12,385
Vauniya	22.04.2017 - 21.10.2017	04	898
Kilinochchi	20.05.2017 - 13.08.2017	04	362
Mulativu	22.05.2017 - 28.08.2017	06	1,139
Mannar	09.09.2017 - 01.10.2017	05	679

- During the year, out of 25 branch offices networking have been completed in Kandy, Galle, Kurunegala, Anuradhapura, Hambantota, Badulla, Ampara, Batticaloa, Verahera, Matara, Vauniya, Mannar, Trincomalee, Kilinochchi, Jaffna, Gampaha, Kaluthara, Mulativu and Puttalam branch offices. Networking Polonnaruwa branch office that is the final branch office has been completed by the first week of the 2018. Actions are being taken for networking with the Department of Motor Traffic.
- Office space has been allocated for Mannar Branch Office in the first floor of the building belongs to the District Secretariat, Mannar and Rs. 4.03 has been spent on refurbishing works. The office was established in this building on 13 July 2017.



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தேசிய கணக்காய்வு அலுவலகம்

NATIONAL AUDIT OFFICE



මගේ අංකය
எனது இல.
My No.

CTP/A/NTMI/FA/01/2017/20

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

21 September 2018

The Chairman,
National Transport Medical Institute.

Report of the Auditor General on the Financial Statements of National Transport Medical Institute for the year ended 31 December 2017 in terms of Section 14(2) (c) of the Finance Act, No. 38 of 1971.

The audit of financial statements of the National Transport Medical Institute for the year ended 31 December 2017 comprising the statement of financial position as at 31 December 2017 and the statement of financial performance, statement of changes in equity 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 the Section 13(1) of the Finance Act, No. 38 of 1971 and Section 18 of the National Transport Medical Institute Act, No. 25 of 1997. 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.

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 Auditing 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 judgement, 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 Opinion

In my opinion, the financial statements give a true and fair view of the financial position of the National Transport Medical Institute as at 31 December 2017 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 presented

2.2.1 Sri Lanka Public Sector Accounting Standards

The following observations are made.

(a) Sri Lanka Public Sector Accounting Standard 01

A sum totalling Rs. 724,799,416 invested in Treasury Bills and fixed deposits for periods ranging from 03 months to 01 year, should have been shown under current assets in terms of Section 76 of the Standard. Contrary to that, the said sum had been shown under non-current assets.

(b) Sri Lanka Public Sector Accounting Standard 07

As the useful life of non-current assets had not been revised annually in terms of Section 65 of the Standard, 05 items of fixed assets costing Rs. 30,903,039 had still been in use albeit fully depreciated. Action had not been taken to rectify the estimated error in that connection as per Sri Lanka Public Sector Accounting Standard 03.

2.2.2 Accounting Deficiencies

The following observations are made.

- (a) The advance amounting to Rs. 9,395,308 paid to a private institution in the year under review relating to a construction contract, had been debited to the receivable account instead of being debited to the advance account.



2.3 Accounts Receivable and Payable

The following observations are made.

(a) Action had not been taken even up to 01 June 2018 for recovery of the sum of Rs. 742,312 receivable to the National Transport Medical Institute relating to the years 2011 and 2012.

(b) Medical services fees amounting to Rs. 4,263,078 had remained receivable to the National Transport Medical Institute from the Sri Lanka Transport Board as at 31 December 2017, whilst season ticket fees totalling Rs. 10,253,596 had remained payable by the Institute to the Sri Lanka Transport Board. Action had not been taken to settle a sum of Rs. 1,470,832 continued to exist from the year 2012 in the said sum.

(c) A sum totalling Rs. 7,758,267 had remained recoverable from a driving school in Kalutara relating to the period 2011-2017 in respect of supplying security services, and a building given on lease sans a written agreement.

2.4 Non-compliances with Laws, Rules, Regulations, and Management Decisions

The following instances of non-compliances were observed.

Reference to Laws, Rules, and Regulations	Non-compliance
(a) Section 11 of the Finance Act, No. 38 of 1971, and Section 8.2.2 of the Public Enterprises Circular, No. PED/12, dated 02 June 2003.	When funds of the Institute are invested, consent of the Minister of Finance together with approval of the relevant Minister should be obtained. Contrary to that, a sum of Rs. 764,290,371 had been invested by the Institute in fixed deposits, Treasury bonds, and Treasury bills by the end of the year under review upon approval of the Board of Directors.



(b) Financial Regulations of the
Democratic Socialist
Republic of Sri Lanka.

(i.) Financial Regulation 715 (2) An assigned officer should perform the duties of acceptance and issue of goods. However, a specific person had not been assigned to the post of Store Keeper. Stock items had been maintained under several officers separately, and those items had not been stored properly.

(ii.) Financial Regulation 396 Action had not been taken in terms of Financial Regulations on 08 cheques valued at Rs. 92,852 that had not been encashed for over 06 months.

(c) Public Finance Circular, No. PF/PE 5, dated 10 January 2000.

(i.) Based on Circulars issued by the Ministry of Health sans Treasury approval, a sum totalling Rs. 5,047,040 had been paid to 12 medical officers of the Institute in the year at Rs. 35,000 per month as allowances for official transport and attendance.

(ii.) Contrary to the provisions of Circulars, a sum totalling Rs. 861,400 had been paid as special duty allowances in the year to 26 Pharmacists, Radiologists, and Medical Laboratory Technicians at Rs. 3,500 per month.



(iii.) A sum of Rs. 3,459,300 had been paid to medical officers during the year as additional allowances without obtaining Treasury approval in accordance with the Circular. Approval of the Board of Directors relating to the payment of said allowances had not been made available to Audit.

(d) Public Administration The special advance given to public officers Circular, No. 29/2014, dated 29 December 2014. should be Rs. 4,000, but that amount had been increased up to Rs. 25,000 following the decision of Board of Directors, thereby paying a sum totalling Rs. 1,962,500 to the officers as special advances during the year.

(e) Public Administration Contrary to provisions of the Circular, approval Circular, No. 07/2015, dated 26 March 2015. had been given under the decision of Board of Directors to grant festival advance amounting to Rs. 30,000 to the officers subject to be recovered in 10 installments, and a sum totalling Rs. 6,624,000 had been paid in the year as advances.

3. Financial Review

3.1 Financial Results

According to the financial statements presented, the financial result of the National Transport Medical Institute for the year ended 31 December 2017 had been a surplus of Rs. 236,394,046 as compared with the corresponding surplus of Rs. 281,778,132 for the preceding year. As such, the financial result for the year under review indicated a deterioration of Rs. 45,384,086 as compared with the preceding year. The increase in the administrative expenditure by a sum of



Rs. 20,916,399, and the decrease in medical services income by a sum of Rs. 25,496,331 had mainly attributed to the said deterioration.

The analysis on the financial results of the year under review and 04 preceding years indicated that the surplus of the year 2013 amounting to Rs. 111,147,463 had grown up to Rs. 236,394,046 by the year 2017. When employee remuneration and depreciation on non-current assets had been adjusted to the financial result, the contribution of the year 2013 amounting to Rs. 262,063,043 had gradually increased up to Rs. 580,079,715 by the year 2016, but the contribution had decreased by Rs. 26,991,003 in the year under review reaching the value of Rs. 553,088,712.

4. Operating Review

4.1 Performance

4.1.1 Functionality and Review

The activities such as, to provide medical services and assistance to drivers and operators operating or driving all categories of motor vehicles, to provide advice and special guidelines relating to the quantum of compensation or damages payable in cases of accident, to appoint a panel of suitable medical officers to various districts and provinces for the purpose of discharging its functions, to render medical advice and recommendations on industrial hygiene and industrial accidents, to ensure either by itself or in consultation with other agencies that motor vehicles of all descriptions are operated or driven only by persons who are physically and mentally fit and competent, to set standards and prescribe parameters regarding transport medicine to be adopted and implemented by the relevant implementing authorities, that should have been carried out in terms of Section 3 of the National Transport Medical Institute Act, No. 25 of 1997, had not been carried out in the year under review.



4.2 Management Activities

The following observations are made.

- (a) In terms of Sections 3 (b) and (c) of the National Transport Medical Institute Act, No. 25 of 1997, it was stated to be the functions of the Institute to examine drivers and operators of all categories of motor vehicles including heavy duty vehicles and furnish certificates of physical and mental fitness to such drivers and operators, and to carry out medical examinations on them and furnish recommendations regarding their suitability and fitness. However, in terms of Sections 124 & 126 of the Motor Traffic Act, No. 28 of 1951, the Institute had not been fully authorized to issue certificates for the light vehicles, a function that yields 62 per cent of the total revenue. But, no action had been taken to obtain that authority.
- (b) A plot of the land allocated for parking vehicles of the Medical Institute had been given on lease from the year 2012 to a private institution to park vehicles without calling for tenders at a monthly rent of Rs. 75,000. But, no written agreement had been entered into.
- (c) Even before the year 2004, a monthly lease rent of Rs. 5,000 had been charged in regard to a building given on lease by the Medical Institute to the National Transport Board. No written agreement had been entered into by both parties in that connection, and action had not been taken to revise the lease rent to be on par with current market value by obtaining an assessment report relating to the lease rent.
- (d) The lease agreements relating to the buildings in which the branch offices in Jaffna and Batticaloa had been maintained, had expired on 31 July 2017 and 31 October 2017. The lease agreement for the office in Jaffna had been extended for a period of one year at the monthly lease rent of Rs. 35,000 whilst the lease period of branch office in Batticaloa had been extended up

to 20 October 2020 by increasing the lease rent of Rs. 35,000 up to Rs. 85,000 without following the procurement procedure.

- (e) A land parcel in extent of 0.0083 hectares had been purchased at a sum of Rs. 20,250,000 on 04 July 2017 for the construction of branch office in Gampaha. However, no action had been taken to begin constructions thereof up to the date of audit, 20 April 2018.

4.3 Staff Administration

The following observations are made.

- a) The approved cadre and actual cadre as at 31 December 2017, had been 215 and 481 respectively, thus indicating 266 excess employees.
- b) As the posts of General Manager, and Chief Accountant had remained vacant, delegation of administrative and financial authority remained problematic.
- c) A Scheme of Recruitment and Promotion had not been approved, and 123 permanent officers had been appointed by exceeding the approved cadre. Furthermore, without being approved by the Department of Management Services, 143 officers had been recruited on requirement under the basis of contract, daily wages, and part-time hourly rates.

5. Sustainable Development

5.1 Achievement of Sustainable Development Goals

Every Government institution should comply with the 2030 Agenda for Sustainable Development adopted by the United Nations, and the Institute had been aware as to how to act in regard to the activities under its purview.

6. Accountability and Good Governance

6.1 Procurement and Contract Process

6.1.1 Procurement

The following observations are made.

- a) A Procurement Timetable had not been prepared in terms of Guideline 4.2.3 of the Procurement Guidelines.
- b) According to the Procurement Plan for the year 2017, it had been planned to make procurements through national competitive bidding for printing medical certificates at the estimated cost of Rs. 12,000,000. Accordingly, procurement notices had been published on 01 December 2016 in order to print 900,000 medical certificates for light vehicles, 100,000 medical certificates for heavy vehicles, and 6,000 covers for route permits on 23 November 2016. The following matters were observed in that connection.
 - (i.) The standard bid documents of the National Procurement Agency mentioned in Guideline 5.3.1 of the Procurement Manual should have been made use of though, it had not been so done.
 - (ii.) In terms of Guideline 5.3.11 of the Procurement Manual, a bid security of 1 – 2 per cent of the estimated amount should have been obtained though, a refundable cash deposit of Rs. 25,000 equivalent to 0.2 per cent of the estimated amount had been obtained.
 - (iii.) Bids had been furnished by 04 institutions. Following the recommendation of the Technical Evaluation Committee, it had been decided on 27 December 2016 to print the medical certificates through Lakehouse. However, contrary to Guideline 8.1 of the Procurement Guidelines, the decision had been taken by the Procurement Committee on 29 December 2016 to print the medical certificates through the Department of Government Printing for a sum of Rs. 11,040,000 without giving specific



reasons. But, 350,000 medical certificates for light vehicles, and 60,000 medical certificates for heavy vehicles, had not been supplied on time, whereas 3041 of the certificates supplied, had remained unusable.

- (iv.) In terms of Guideline 5.4.8 (b) of the Procurement Guidelines, the security shall be provided by a performance guarantee issued from an acceptable agency, and valid till twenty eight days beyond the intended completion date. Contrary to that, a performance security had been requested only to be valid for a period of one year ended as at 05 January 2018. As such, the Department of Government Printing had furnished a performance security valid only until 06 January 2018.
 - (v.) Although alternative bids had not been permitted in terms of Guideline 5.3.16 of the Procurement Guidelines, an alternative bid of one bidder had been accepted and evaluated.
- c) The following observations are made on the purchase of T-shirts at an expenditure of Rs. 675,000 to be distributed among officers of the Institute.
- (i.) The total amount of Rs. 675,000 spent on printing 900 T-shirts for the 417 employees had been incurred by the Institute.
 - (ii.) Specifications relating to the procurement of printing T-shirts had been prepared by the Sri Lanka Institute of Textile and Apparel, and a sum of Rs. 21,114 had been paid thereon. However, when bids had been evaluated, the Technical Evaluation Committee and the Procurement Committee of the Department had selected a supplier based on quotations provided by the bidders and the favorability of employees without examining the specifications.



- (iii.) Despite being stated in Guideline 5.4.10 (c) of the Procurement Guidelines that such security in an appropriate amount of not less than 10 per cent of the estimated contract sum may also cover warranty obligations, the Procurement Committee had decided that a performance security of Rs. 33,750 equivalent to 5 per cent of the contract sum totalling Rs. 675,000 be furnished. As such, the supplier had furnished a performance security to that value.

6.1.2 Delayed Projects

Despite being planned to construct buildings each for the offices in Anuradhapura and Kandy in the year under review, those constructions had not been commenced even up to the date of audit, 20 April 2018 due to failure in obtaining approval. Those offices are being maintained at the buildings obtained on lease at present, and lease rents totalling Rs. Rs. 580,000, and Rs. 1,020,000 had been spent thereon respectively in the year.

6.2 Budgetary Control

As variances ranging between 14.8 per cent and 229 per cent were observed when comparing the budgeted revenue and expenditure of the Institute with the actuals, it was observed that the budget had not been made use of as an effective instrument of management control.

7. Systems and Controls

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



Areas of Systems and Controls	Observation
(a) Control of Stocks	Failure to take action to maintain stocks of drugs adequately so as to minimize emergency purchases.
(b) Revenue Administration	Buyers had not been selected transparently when the properties belonging to the Institute had been given on lease or rent. Failure to take action to collect revenue on time.
(c) Payment of Allowances to the Employees	Payment of allowances to the employees only on the approval of the Board of Directors contrary to provisions of the Circulars.
(d) Contract Administration	Obtaining janitorial and security services sans service agreements.
(e) Utilization of Funds	Investment of the funds of the Institute externally sans proper approval, and allowing the excess funds in the current accounts to be underutilized.
(f) Utilization of Vehicles	(i.) Failure to adhere to the relevant Financial Regulations, and Circulars. (ii.) Failure to maintain log books and information relating to vehicles.
(g) Procurements	Failure to mention the validity period of bids in the bid documents in terms of Guideline 5.3.10 of the Procurement Manual.

W. P. C. Wickramaratne
Acting Auditor General.

Actions taken in relevant to Audit Quarry

2.2 Comments on Financial Statements

2.2.1 Sri Lanka Public Sector Accounting Standards

- (a) Amounts invested for 03 months and one year in year 2018 has been rectified showing under the Current Assets.
- (b) Sri Lanka Public Sector Accounting Standard 07

Actions were taken to rectify the defect in estimating the Non Current Assets.

2.2.2 Accounting Deficiencies

- (a) Actions were taken to rectify the balance of the Account Receivable including the amount paid to SAW Engineering (Pvt) Ltd in the Advance Account.

2.3 Accounts Receivable and Payable

- (a) The Metropolitan Bus Company is not operated by now and a letter has been forwarded to the Chairman, Sri Lanka Transport Board on 29.10.2016 and 23.08.2017 and to the Senior Manager, Colombo Provincial Office regarding the payments to be received from this company to our institute. However there is no response yet.
- (b) The institute has received a sum of Rs. 373052.22 as the medical service charges to be settled from the Sri Lanka Transport Board for months of Oct-Dec 2016 and a sum of Rs. 584659.00 for months of Jan-June 2017 and a sum of Rs. 3305367.45 for July – Oct 2015, Jan – Dec 2015, July – December 2017 and additional bills for 2015 by cheques.
- (c) Several reminders were forwarded in writing to the Driver Training Institute, Kalutara in relevant to settlement of payments; however they have not made the payment yet and agreed to make the payment. Also written concurrence has been given.

2.4 Non compliances with Rules Regulations and Management Decisions.

- (a) Requests have been forwarded to the General Treasury for investment in Treasury Bills and Fixed Deposits and approval has not been granted yet. Also Rs. 160 Mn has been credited to the Consolidated Fund.
- (b)
 - (i) A person was appointed for issuance and receipt of goods.
 - (ii) Actions were taken to send letters to those who have not claimed for cheques even after exceeding 06 months.
- (c)
 - (i) (iii) Approval of the Board of Directors for adoption of Circulars issued by the Ministry of Health has been forwarded for the Department of Management Services. SL-2 Salary segment has been approved for the Medical Officers of the National Transport Medical Institute as per PA Circular No. 6/2006 in approval of new salary structure as per the Management Circular No. 30 dated 13.01.2017.
 - (ii) The Board of Directors has approved payment of Rs. 3500.00 to Pharmacists and Radiologists. It is hereby informed that action will be taken to obtain the approval including all the matters in preparation of Procedural Rules of the institute in future.

- (d) On 30.06.2016, the Board of Directors has approved payment of Rs. 15,000.00 as the festival advance and Rs. 15,000.00 as an advance for purchasing cloths. This amount was recovered within 10 months period. This process was commenced in 2010 with the approval of the Board of Directors.
- (e) This was approved as a book loan as per the decision of the Board of Directors No.2015/56 dated 18.11.2015. This special advance is provided to the employees as a loan provided by the institute. An interest rate of 4.2% is charged on the balance amount deducting Rs. 4000.00 from Rs. 25000.00 and this loan is recovered within 10 months period.

3. Financial Review

3.1 Financial Result

Details in relevant to change of financial result has been stated in the Final Statement of Accounts.

4. Operating Review

4.1 Performance

4.1.1 Functions and Review

- (a) The functions are being delivered as mentioned in the National Transport Medical Institute Act No. 25 of 1997. While issuing the medical certificates, certify the fitness of applicants and the medical instructions are also provided as required.

4.2 Management Activities

- (b) In rent out the car park to CIB, monthly rental has been calculated as Rs. 75000.00, assuming that the number of days keeping this institute open is 30, Rs 50/- is charged for each vehicle and 50 vehicles are parked per day.

The amount of rent payable to NTMI for the car park is decided on the number of days that keeps the CIB open. Since payment of Rs 75,000.00 for each month is not profitable to the institute this decision was given. However, the institute earns approximately Rs.75,000.00 as the rental. Due to limited 29 days in the month of February and keeping the CIB closed for seven days in month of May, this amount varies in these months. This decision is profitable to the institute. In deciding a fixed amount for each month it will be more disadvantageous in month of April and December.

However, it has been proposed in several instances to award the contract for refurbishment works to an organization selected by calling tenders, it is difficult to give the contract for the car park to an external party without demarcating the extent of land to be renovated in line with the requirements of the institute. Therefore, it is hereby informed that the necessary actions will be taken to provide the car park to an organization selected by calling tenders on an agreement after completion of renovation works that are expected to be commenced in this year.

Further informed that the car park is open from 8.30 am to 8.30 pm and the security officers deployed by CIB are providing security services.

It is expected to take actions as per the decision No.12/2017 of the Board of Directors in relevant to rent out the car park to the CIB

- (c) Actions will be taken in future.
- (d) Actions were taken to call quotations for purchasing a suitable building by newspaper advertisements prior to exceeding the period of lease agreement for the buildings that maintain the branches of the institute and the proper tender procedures could not be followed due to non submission of quotations for building suitable for providing the services of the institute. As the service provided by the relevant district office could not be halted the period of lease for the buildings that housed the branch offices were further extended with the approval of the Board of Directors.
- (e) A plot of land has been obtained to construct a suitable building for Gampaha District Office, positive response have not been received to the requests forwarded to the General Treasury for the construction of a new building in this land.

4.3 Staff Administration

- (a) The number of employees in year 2017, mentioned in the Audit Quarry as 481 includes the officers serving on daily hour basis. 112 of the total staff consist of Medical Officers who are serving in daily hour basis. Among these 112 officers, only the required numbers of Medical Officers are deployed for service as per daily requirement of a branch. As the service of two Medical Offices has to be obtained for a branch office per day service of about 50 Medical Officers has to be obtained and therefore it is not practical to calculate the total number of employees as 481.

Several Medical Officers are serving in hourly basis for one permanent Medical Officer, considering the number of clients attended per day it is more beneficial for the institute to obtain the service of medical officers on hourly basis.

Also it is difficult to recruit medical officers permanently to the institute due to lack of medical officers in difficult areas.

- (b) The cadre including General Manager and Chief Accountant was approved by the letter of the Department of Management Services dated 13.01.2007. However recruitment procedure could not be approved for these posts. Due to this reason recruitment were not made to these posts and with the expansion of branches, requests for approval of cadre were made time to time. At last cadre have been approved for the institute by the letter dated 23.11.2017 subsequent to various revisions and post of Director (Finance and Administration) has been approved instead of the posts of General Manager and Chief Accountant and approval of the Department of Management Services has obtained for the relevant Recruitment Procedure and the Ministry has forwarded it again to the Department of Management Services for further revisions. Actions will be taken to recruit to the post immediately after receiving the relevant approval. As per the National Transport Medical Institute Act No. 25 of 1997 the Chief Executive Officer is the Chairman of the Institute. There is no issue in relevant to distribution of administration and financial authority as stated in the audit reports.

- (c) With the decision of then Minister to issue medical fitness certificated to the applicants of light vehicle driving licence only from our institute with effect from 21.03.2013, the number of clients were increased and therefore actions were taken to recruit new staff to the institute to provide more qualitative and efficient service and cadre has been approved by now.

The institute had to obtain the service of 1061 Medical Officers in the private sector and to establish branch offices at districts which do not have branch offices. Total number of 25 branch offices is operated at present. The existing staff is not sufficient to deliver the service to increased number of clients and after several revisions cadre has been approved for the institute by letters dated 23.11.2017 and 15.05.2018 as a result of requests made time to time for approval of the cadre.

6. Accountability and Good Governance

6.1 Procurement and Contract Process

- (a) A time table has been prepared for procurements in year 2017.
- (b)
 - (i) Time for opening bids has been included in the newspaper advertisement and the bidding documents as stated in the Procurement Manual.
 - (ii) Matters in 5.2.1 of the Procurement Manual have been included and the Medical Forms that have been printed earlier have been provided as samples.
 - (iii) Approval was granted to print the medical certificates based on lowest rates by the institute as a government institute.
 - (iv) Instructions were given to follow 5.4.8 of the Procurement Guidelines.
 - (v) Instructions were given to follow 5.3.16 of the Procurement Guidelines in future.
- (c)
 - (ii) Since the institute does not have knowledge to prepare the specifications for T-Shirts for its employees in year 2017 this was assigned to institute of Sri Lanka Institute of textile & Apparel (SLITA). Instructions were given to use these specifications in subsequent printings.
 - (iii) Instructions were given to follow 5.4.19 (c) of the Procurement Guidelines 2006 in future.

6.1.2 Delayed Projects

A land was purchased to construct a building for Anuradhapura Branch Office and positive response has not received yet for the requests made to the General Treasury for its approval.

6.2 Budgetary Control

7. Systems and Control

- (a) Pharmaceuticals are not purchased as an emergency purchases. It is difficult to maintain adequate stocks since this institute also issues the medicines prescribed by the Consultants Physicians outside the institute. Due to these reasons approval was granted by the then Chairman to purchase pharmaceuticals valued at Rs 40,000.00 at a one time. At present all the pharmaceuticals are purchased from the State Pharmaceutical Corporation.
- (b) Actions are being taken to recover the income to be charged and SLTB has agreed on this.
- (c) Payments have been done on approval of the Board of Directors.
- (d) Enter into contract agreements to obtain cleaning services and security services.
- (e) Money required for the institute has been invested in current account and Treasury Bills.
- (f) i/ii Presented at the audit
- (g) Time period has been mentioned in the documents for calling tenders

Actions Taken to Increase Performance of the National Transport Medical Institute - 2017

- Purchasing a 27 purchases land plot belongs to the Sri Lanka Transport Board in Bandiyamulla Depot premises to construct a new building for Gampaha branch office.
- Obtaining a land belongs to Divisional Secretariat Anuradhapura on long term lease to construct a new building for Anuradhapura branch office
- Settlement of land in Kandy and approval of the Department of Public Enterprises has been sought to construct buildings for Kandy, Gampaha and Anuradhapura branch offices.
- Quotations have been called for purchasing generators for Gampaha, Matara, Rathnapura, Puttalam, Kurunegala, Ampara and Kalutara branch offices where highest number of candidates are attended to obtain services.
- Establish Kegalle and Puttalam branch offices in proper building to cater the public more efficiently.
- Formulation of Training Policy for the National Transport Medical Institute.
- With the aim of providing qualitative service, recruitment to the vacant posts of Medical Laboratory Technicians exists in all branch offices.
- Purchasing electric ovens for the laboratories in Puttalam, Pollonnaruwa, Nuwara Eliya, Mullaitivu, Kegalle, Matale, Kaluthara, Killinochchi, Jaffna, Trincomalee, Matara, Mannar, Vauniya, Ampara, Batticaloa, Moneragala, Badulla, Ratnapura and Galle branch offices aiming at improving safety of the clients.
- Purchasing safety lockers for Badulla, Moneragala, Batticaloa, Ampara, Vauniya, Mannar, Matara, Trincomalee, Killinochchi, Matale, Kegalle, Mullaitivu, Nuwara Eliya, Pollonnaruwa and Puttalam branch offices to ensure financial security of the institute.

National Transport Medical Institute
STATEMENT OF FINANCIAL POSITION
YEAR ENDED 31ST DECEMBER 2017

	Notes	2017 Rs.	2016 Rs.
ASSETS			
Non Current Assets			
Property Plant & Equipment	4	138,889,742.13	124,936,257.33
Work in progress - Construction		5,202,398.41	4,639,631.64
Investments	5	764,290,370.92	658,274,427.43
Investment for Gratuity Fund	6	70,488,082.36	56,044,889.89
Total Non Current Assets		978,870,593.82	843,895,206.29
Current Assets			
Inventories	7	10,991,301.10	10,781,843.50
Accounts Receivables	8	26,658,872.03	14,623,916.52
Other Receivables	9	91,734,777.59	69,901,928.37
Cash & Cash Equivalencies	10	31,850,205.98	112,218,963.80
Total Current Assets		161,235,156.70	207,526,652.19
TOTAL ASSETS		1,140,105,750.52	1,051,421,858.48
CAPITAL & RESERVES			
Capital		62,099,697.33	62,099,697.33
General Reserve		22,682,287.89	22,682,287.89
Accumulated Profit		936,801,269.32	860,407,222.92
Total Equity		1,021,583,254.54	945,189,208.14
Non Current Liabilities			
Provision of Gratuity	11	61,258,173.70	51,549,589.09
Fidelity Fund Payable	11	95,576.26	80,350.00
		61,353,749.96	51,629,939.09
Current Liabilities			
Accounts Payable	12	37,230,518.52	34,734,816.66
Accrued Expenses	13	8,774,164.83	7,878,159.23
Other Payable	14	11,164,062.67	11,989,735.36
		57,168,746.02	54,602,711.25
TOTAL EQUITY & LIABILITIES		1,140,105,750.52	1,051,421,858.48

It is certified that the Financial Statements of National Transport Medical Institute have been prepared and presented in compliance with Sri Lanka Public Sector Accounting Standards.


 **C.P.N. Perera**
 Accountant
 National Transport Medical Institute
 No 170, Highlevel Road,
 Nugegoda.

Accountant

The Accounting Policies on pages 34 to 35 and Notes to the Financial Statements on pages 36 to 46 from an integral part of these Financial Statements. The Board of Directors is responsible for the preparation and presentation of these Financial Statements. Signed on behalf of Board by ;



 Board of Director


K.A.S.S.K. Perera
 Additional Director General
 Department of Development Finance
 Ministry of Finance
 The Secretariat
 Colombo 01.

Board of Director

National Transport Medical Institute
STATEMENT OF FINANCIAL PERFORMANCE
YEAR ENDED 31ST DECEMBER 2017

<u>Revenue</u>	Notes	2017 Rs.	2016 Rs.
Main Medical Service Income	15	593,687,869.00	619,184,200.00
Profit from Pharmacy	23	650,162.02	1,284,908.15
Loan Interest	17	1,038,607.22	821,311.04
FD & TB Interest	18	80,605,179.53	65,430,455.15
Other Income	19	1,253,873.36	2,013,884.55
TOTAL REVENUE		677,235,691.13	688,734,758.89
<u>Expenses</u>			
Administrative Expenses	20	299,680,610.47	278,764,210.97
Establishment Expenses	21	126,069,115.30	121,854,914.12
Other Expenses	22	15,091,918.96	6,337,501.86
TOTAL EXPENSES		440,841,644.73	406,956,626.95
NET PROFIT		236,394,046.40	281,778,131.94

The Accounting policies and notes on page 34 through 46 form an integral part of the Financial Statement.


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Accountant


C.P.I.N. Perera
Accountant
National Transport Medical Institute
No 170, Highlevel Road,
Nugegoda.

National Transport Medical Institute
CHANGES IN EQUITY STATEMENT
YEAR ENDED 31ST DECEMBER 2017

	Capital	General Reserve	Accumulated profit/(Loss)	Total
Balance as at 1 st January 2016	62,099,697.33	22,682,287.89	778,629,090.98	863,411,076.20
Net profit for the period 2016			281,778,131.94	281,778,131.94
Contribution to the Consolidated fund of Treasury			(200,000,000.00)	(200,000,000.00)
Balance as at 31 st December 2016	62,099,697.33	22,682,287.89	860,407,222.92	945,189,208.14
Balance as at 1 st January 2017	62,099,697.33	22,682,287.89	860,407,222.92	945,189,208.14
Net profit for the period 2017			236,394,046.40	236,394,046.40
Contribution to the Consolidated fund of Treasury			(160,000,000.00)	(160,000,000.00)
Balance as at 31 st December 2017	62,099,697.33	22,682,287.89	936,801,269.32	1,021,583,254.54

The Accounting policies and notes on page 34 through 46 from an integral part of the Financial Statement.


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Accountant


C.P.I.N. Perera
Accountant
National Transport Medical Institute
No 170, Highlevel Road,
Nugegoda.

National Transport Medical Institute
CASH FLOW STATEMENT
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
<u>Cash Flows From Operating Activities</u>		
Net Profit / (Loss) From Ordinary Items	236,394,046.40	281,778,131.94
Adjustments For Depreciation	17,014,055.67	19,537,371.92
Provision For Gratuity	13,172,879.11	4,872,655.02
Profit On Sale Of Asset		(753,035.00)
Interest on Investment	(80,605,179.53)	(65,430,455.15)
Operating Profit Before Working Capital Changes	185,975,801.65	240,004,668.73
Increase/(Decrease) In Inventories	(209,457.60)	(888,517.19)
Increase/(Decrease) In Accounts Receivable	(12,034,955.51)	(3,633,039.57)
Increase/(Decrease) In Other Receivable	(21,832,849.22)	(29,596,379.91)
Increase/(Decrease) In Accounts Payable	2,495,701.86	6,409,766.78
Increase/(Decrease) In Accrued Expenses	896,005.60	(3,375,919.08)
Increase/(Decrease) In Other Payables	(825,672.69)	3,384,043.24
Increase/(Decrease) in Fidelity Fund	15,226.26	10,350.00
Cash Generated From Operation	154,479,800.35	212,314,973.00
Payment Of Gratuity	(3,464,294.50)	(804,936.50)
Contribution to the Consolidated fund of Treasury	(160,000,000.00)	(200,000,000.00)
Net Cash Flow From Operating Activities	(8,984,494.15)	11,510,036.50
<u>Cash Flows From Investment Activities</u>		
Purchase Of Property Plant & Equipment	(30,967,540.47)	(17,377,390.25)
Work in progress - Construction	(562,766.77)	-
Purchase Of Investments (net)	(120,459,135.96)	(6,583,502.61)
Interest on Investment	80,605,179.53	65,430,455.15
Sale Proceed From Sale Of Asset		753,035.00
Net Cash Used In Investing Activities	(71,384,263.67)	42,222,597.29
Net Increase In Cash And Cash Equivalents	(80,368,757.82)	53,732,633.79
Cash And Cash Equivalents At Beginning of Period	112,218,963.80	58,486,330.01
Cash And Cash Equivalents At End of Period	31,850,205.98	112,218,963.80

The Accounting policies and notes on page 34 through 46 from an integral part of the Financial Statement.


.....
Accountant


C.P.I.N. Perera
Accountant
National Transport Medical Institute
No 170, Highlevel Road,
Nugegoda.

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31ST DECEMBER 2017

1 Corporate Information

1.1 General

National Transport Medical Institute was established in terms of the National Transport Medical Institute Act No 25 of 1997 of the government of the Democratic Socialist Republic of Sri Lanka. The registered office of the Institute is located at No 170, High Level Road, Nugegoda.

The Institute expanded its services through out the island and established 25 branch per district and covered whole island. Our Institute has an monopoly to conduct medical test to the drivers.

Our Vision is a healthy driver behind each steering.

Our Mission is " certify physical and mental fitness, conducting qualitative medical tests for all the candidates applied for driving licenses.

1.2 Principal Activities and Nature of Operations

The vision of the organization is to provide transport medical care to the nation. As a preliminary step to achieve the vision, National Transport Medical Institute performs a medical examination on driver applicants at the recruitment and periodically.

In addition to that medically assess the drivers who are being referred by courts and by the traffic police and submit medical reports to courts. National Transport Medical Institute also provide medical fitness certificates for private bus drivers when obtaining their route permit and certify medical fitness of drivers applying from government and private sector organizations. The organization performs a pre employment medical assessment of employees of SLTB.

It also provides an out door patient's treatment unit for employees of SLTB and German Technical school.

2 Statement of Compliance

The Financial Statements of the Institute have been prepared in accordance with Sri Lanka Public Sector Accounting Standards.

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31ST DECEMBER 2017

2.1 Basis of Preparation

The Financial Statements of the Institute have been prepared on a historical cost basis. The preparation and presentation of the Financial Statements are in compliance with the Sri Lanka Public Sector Accounting Standards No 1.

The Financial Statements are presented in Sri Lankan Rupees (LKR).

3 Summary of Significant Accounting Policies

3.1 Property Plant and Equipment

Property Plant and Equipment is initially stated at cost. If the cost incurred are related with the improvement of the capacity of Property Plant & Equipment and life time of the Property Plant & Equipment which are recognized as cost of Property Plant & Equipment. All other repair and maintenance costs are recognized in the profit and loss incurred.

Depreciation is calculated on a straight line basis over the useful life of assets as follows;

Building	-	40 Years
Machinery	-	10 Years
Furniture & Fittings	-	10 Years
Vehicle	-	5 Years
Medical Equipment	-	10 Years
Parapet Wall	-	40 Years
Computer Equipment	-	4 Years

Property Plant and Equipment are depreciated from the date of purchased.

3.2 Inventories

The inventories are valued at cost.

3.3 Benefit of Gratuity

The Institute is liable to pay gratuity in terms of the relevant statute. Special provisions are made for the employees who were transferred from CTB to National Transport Medical Institute at the stage of formation of National Transport Medical Institute. Board decisions are obtained for these special provisions. Based on the both situations the provisions are made in the each year.

National Transport Medical Institute

NOTES TO THE FINANCIAL STATEMENTS (Cont.)

YEAR ENDED 31ST DECEMBER 2017

4

Assets Category	Cost as at 2017.01.01	Purchases for the Year 2017	Cost as at 2017.12.31	Accumulated Depreciation as at 2017.01.01	Depreciation For the Year 2017	Accumulated Depreciation as at 2017.12.31	Net value
Freehold Land	36,654,535.00	21,211,000.00	57,865,535.00	-	-	-	57,865,535.00
Building	28,917,899.84	4,036,000.00	32,953,899.84	4,799,165.28	773,397.49	5,572,562.77	27,381,337.07
Parapet Wall	1,529,839.32	-	1,529,839.32	447,487.90	38,245.99	485,733.89	1,044,105.43
Motor Vehicles	23,176,333.00	-	23,176,333.00	18,913,033.38	1,423,300.00	20,336,333.38	2,839,999.62
Machinery	24,681,096.90	-	24,681,096.90	7,435,903.29	2,135,172.69	9,571,075.98	15,110,020.92
Furniture & Fittings	27,752,617.11	1,746,125.74	29,498,742.85	14,427,363.76	2,279,462.34	16,706,826.10	12,791,916.75
Office Equipments	2,766,900.45	1,533,463.23	4,300,363.68	296,118.10	358,455.88	654,573.98	3,645,789.70
Medical Equipments	6,688,396.48	2,055,675.00	8,744,071.48	3,073,338.01	680,960.03	3,754,298.04	4,989,773.44
IT Related Software	6,640,199.97	-	6,640,199.97	1,831,361.22	1,660,050.16	3,491,411.38	3,148,788.59
Computer Equipments	34,855,924.56	385,276.50	35,241,201.06	17,503,714.36	7,665,011.09	25,168,725.45	10,072,475.61
	193,663,742.63	30,967,540.47	224,631,283.10	68,727,485.30	17,014,055.67	85,741,540.97	138,889,742.13

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

		2017	2016
		Rs.	Rs.
5	Investments		
	Fixed Deposit – BOC	-	5,800,000.00
	Fixed Deposit – NSB	68,118,750.00	71,923,506.25
	Treasury Bills – BOC	335,396,478.12	333,051,071.00
	Treasury Bills – NSB	360,775,142.80	247,499,850.18
		764,290,370.92	658,274,427.43
6	Investment for Gratuity Fund		
	Treasury Bills – BOC	69,788,082.36	55,344,889.89
	Fixed Deposit – NSB	700,000.00	700,000.00
		70,488,082.36	56,044,889.89
7	Inventory		
7.1	Pharmacy Drug Stock		
	Pharmacy Drug Stock-Main	354,957.41	170,925.56
	Pharmacy Drug Stock-Sub 1	64,902.82	53,439.31
	Pharmacy Drug Stock-Sub 2	87,521.70	40,937.45
		507,381.93	265,302.32
7.2	Medical Forms Stock		
	Medical Forms Stock-Main	346,800.00	1,784,234.50
	Medical Forms Stock-Nugegoda	26,903.68	30,317.57
	Medical Forms Stock-Kandy	51,054.03	75,619.21
	Medical Forms Stock-Galle	43,951.98	47,310.60
	Medical Forms Stock-Kurunegala	80,115.94	66,062.49
	Medical Forms Stock-Anuradhapura	59,160.49	56,412.19
	Medical Forms Stock-Hambantota	57,746.13	29,592.68
	Medical Forms Stock-Ratnapura	63,531.85	59,556.58
	Medical Forms Stock-Badulla	55,380.02	70,269.99
	Medical Forms Stock-Monaragala	75,554.92	93,569.99
	Medical Forms Stock-Ampara	52,933.04	52,446.69
	Medical Forms Stock-Batticaloa	72,493.36	62,775.02
	Medical Forms Stock-Werahara	18,752.01	55,935.50
	Medical Forms Stock-Vauniya	44,317.24	57,310.98
	Medical Forms Stock-Mannar	61,583.95	96,097.18
	Medical Forms Stock-Matara	48,233.48	33,299.87
	Medical Forms Stock-Trincomalee	65,381.61	96,690.20
	Medical Forms Stock-Jaffna	65,659.03	55,296.55
	Medical Forms Stock-Gampaha	85,839.11	42,608.07
	Medical Forms Stock-Kilinochchi	14,721.94	24,053.61
	Medical Forms Stock-Kalutara	19,179.25	36,782.63
	Medical Forms Stock-Matale	62,298.86	47,295.14

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017 Rs.	2016 Rs.
Medical Forms Stock-Kegalle	48,848.30	79,857.67
Medical Forms Stock-Mullatiuv	70,383.57	60,696.84
Medical Forms Stock-Nuwara Eliya	69,762.00	49,159.61
Medical Forms Stock-Polonnaruwa	56,871.07	60,409.63
Medical Forms Stock-Puttalam	45,640.75	47,590.63
	1,763,097.61	3,271,251.62
7.3 A 10 Book Stock		
A 10 Book Stock - Main	466,766.00	477,345.75
A 10 Book Stock - Nugegoda	-	2,095.00
A 10 Book Stock - Kandy	3,340.80	3,340.80
A 10 Book Stock - Galle	2,304.50	2,723.50
A 10 Book Stock - Kurunegala	942.75	8,769.60
A 10 Book Stock - Anuradhapura	2,723.50	2,933.00
A 10 Book Stock - Hambantota	4,071.60	4,071.60
A 10 Book Stock - Ratnapura	2,714.40	2,923.20
A 10 Book Stock - Badulla	1,148.40	1,148.40
A 10 Book Stock - Monaragala	2,192.40	2,296.80
A 10 Book Stock - Ampara	939.60	939.60
A 10 Book Stock - Batticaloa	1,148.40	1,148.40
A 10 Book Stock - Werahara	3,340.80	3,340.80
A 10 Book Stock - Vauniya	939.60	2,192.40
A 10 Book Stock - Mannar	835.20	1,566.00
A 10 Book Stock - Matara	1,148.40	1,148.40
A 10 Book Stock - Trincomalee	1,885.50	-
A 10 Book Stock - Jaffna	4,489.20	4,489.20
A 10 Book Stock - Gampaha	1,670.40	1,670.40
A 10 Book Stock - Kilinochchi	835.20	1,148.40
A 10 Book Stock - Kalutara	208.80	208.80
A 10 Book Stock - Matale	1,670.40	1,670.40
A 10 Book Stock - Kegalle	835.20	835.20
A 10 Book Stock - Mullatiuv	419.00	104.40
A 10 Book Stock - Nuwara Eliya	209.50	209.50
A 10 Book Stock - Polonnaruwa	733.25	4,503.55
A 10 Book Stock - Puttalam	523.75	-
	508,036.55	532,823.10
7.4 Computer Receipt Paper Stock		
Computer Receipt Paper Stock - Main	72,933.00	16,100.00
Computer Receipt Paper Stock - Kandy	4,278.00	5,910.08
Computer Receipt Paper Stock - Galle	4,278.00	1,024.29
Computer Receipt Paper Stock - Kurunegala	-	3,940.06

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
Computer Receipt Paper Stock - Anuradhapura	2,139.00	3,330.00
Computer Receipt Paper Stock - Hambantota	-	985.01
Computer Receipt Paper Stock - Ratnapura	4,278.00	4,440.00
Computer Receipt Paper Stock - Badulla	-	3,330.00
Computer Receipt Paper Stock - Monaragala	2,139.00	1,970.03
Computer Receipt Paper Stock - Ampara	-	985.01
Computer Receipt Paper Stock - Batticaloa	2,139.00	4,440.00
Computer Receipt Paper Stock - Werahara	6,417.00	3,330.00
Computer Receipt Paper Stock - Vauniya	2,139.00	5,550.00
Computer Receipt Paper Stock - Mannar	2,139.00	4,440.00
Computer Receipt Paper Stock - Matara	2,139.00	3,330.00
Computer Receipt Paper Stock - Trincomalee	-	1,110.00
Computer Receipt Paper Stock - Jaffna	2,139.00	4,440.00
Computer Receipt Paper Stock - Gampaha	2,139.00	2,955.04
Computer Receipt Paper Stock - Kilinochchi	5,428.00	1,110.00
Computer Receipt Paper Stock - Kalutara	-	3,940.06
Computer Receipt Paper Stock - Matale	2,139.00	4,440.00
Computer Receipt Paper Stock- Kegalle	2,139.00	-
Computer Receipt Paper Stock- Mullaitivu	1,150.00	4,440.00
Computer Receipt Paper Stock- Nuwara Eliya	-	3,330.00
Computer Receipt Paper Stock- Polonnaruwa	2,139.00	2,220.00
Computer Receipt Paper Stock- Puttalam	-	4,925.07
	122,291.00	96,014.65

7.5

Stationery Stock

Stationery Stock- Main	2,473,087.22	1,452,632.05
Stationery Stock- Kandy	25,409.43	19,279.75
Stationery Stock- Galle	8,021.80	1,416.50
Stationery Stock- Kurunegala	141,868.46	120,649.42
Stationery Stock- Anuradhapura	16,641.19	10,071.60
Stationery Stock- Hambantota	30,843.80	11,120.14
Stationery Stock- Ratnapura	58,593.45	63,498.66
Stationery Stock- Badulla	14,270.24	5,486.74
Stationery Stock- Monaragala	17,905.71	12,993.91
Stationery Stock- Ampara	37,997.30	10,803.30
Stationery Stock- Batticaloa	18,910.20	4,507.50
Stationery Stock- Werahara	33,347.45	3,032.50
Stationery Stock- Vauniya	4,925.35	5,502.08
Stationery Stock- Mannar	12,537.29	3,323.40
Stationery Stock- Matara	64,108.43	9,493.30
Stationery Stock- Trincomalee	4,328.95	4,793.00

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

		2017	2016
		Rs.	Rs.
	Stationery Stock- Jaffna	13,654.21	6,366.32
	Stationery Stock- Gampaha	104,171.40	46,173.30
	Stationery Stock- Kilinochchi	11,902.26	1,529.00
	Stationery Stock- Kalutara	14,560.94	1,500.47
	Stationery Stock- Matale	34,248.42	28,385.73
	Stationery Stock- Kegalle	80,286.27	28,101.75
	Stationery Stock- Mullaitivu	7,583.85	523.60
	Stationery Stock- Nuwara Eliya	7,189.20	3,738.75
	Stationery Stock- Polonnaruwa	29,257.55	4,401.75
	Stationery Stock- Puttalam	23,362.38	10,732.76
		3,289,012.75	1,870,057.28
7.6	X-Ray Items Stock		
	X-Ray Stock- Main	4,319.00	54,841.34
		4,319.00	54,841.34
7.7	Laboratory items Stock		
	Laboratory items Stock-Main	2,054,855.77	1,612,522.02
	Laboratory items Stock-Nugegoda	137,767.77	81,020.85
	Laboratory items Stock-Kandy	153,917.03	183,858.68
	Laboratory items Stock-Galle	100,893.36	139,871.17
	Laboratory items Stock-Kurunegala	120,997.72	107,538.72
	Laboratory items Stock-Anuradhapura	175,758.80	156,424.11
	Laboratory items Stock-Hambantota	99,266.38	121,594.34
	Laboratory items Stock-Ratnapura	90,757.71	140,498.07
	Laboratory items Stock-Badulla	64,790.02	46,440.22
	Laboratory items Stock-Monaragala	65,731.50	44,022.79
	Laboratory items Stock-Ampara	53,994.48	61,602.01
	Laboratory items Stock-Batticaloa	48,635.81	118,820.58
	Laboratory items Stock-Werahara	284,218.38	139,005.21
	Laboratory items Stock-Vauniya	63,298.61	62,078.24
	Laboratory items Stock-Mannar	36,938.42	30,529.31
	Laboratory items Stock-Matara	108,592.68	93,847.16
	Laboratory items Stock-Trincomalee	137,373.90	84,992.00
	Laboratory items Stock-Jaffna	54,915.52	31,333.15
	Laboratory items Stock-Gampaha	294,904.43	573,933.32
	Laboratory items Stock-Kilinochchi	54,618.26	62,238.98
	Laboratory items Stock-Kalutara	93,904.79	123,584.15
	Laboratory items Stock-Matale	127,886.33	159,581.53
	Laboratory items Stock-Kegalle	77,420.25	123,213.20
	Laboratory items Stock-Mullatiuv	100,347.57	73,337.77

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
Laboratory items Stock-Nuwara Eliya	54,452.82	12,769.80
Laboratory items Stock-Polonnaruwa	21,533.17	86,640.85
Laboratory items Stock-Puttalam	79,318.78	105,793.96
	4,757,090.26	4,577,092.19
7.8 Medical Equipment Spare Parts stock		
Medical Equipment Spare Parts stock- Main	40,072.00	114,461.00
	40,072.00	114,461.00
8 Accounts Receivables		
SLTB Head Office	8,476,801.03	7,305,477.83
C.G.T.T.I. - Moratuwa	344,516.39	323,818.39
C.G.T.T.I. - Boralla	333,683.10	380,233.10
Central Bus Stand	118,967.00	154,174.00
Colombo North R.T.B.	-	33,950.00
Colombo South R.T.B.	-	30,890.00
Shell Gas Company	1,450.00	1,450.00
Metropolitan Bus Company	742,312.21	742,312.21
Kaluthara Training School	7,758,266.55	5,999,104.05
National Transport Commission	12,000.00	4,600.00
Parliament of Sri Lanka	(6,950.00)	(6,950.00)
Sri Lanka Engineering Corporation	(11,120.00)	(11,120.00)
Provin RD passanger Authority	4,600.00	11,500.00
SAW Engineering (Pvt) Ltd	9,395,307.66	-
Provision for Bad Debts	(510,961.91)	(345,523.06)
	26,658,872.03	14,623,916.52
9 Other Receivables		
Advances to Office works	31,589.30	338,502.38
Receivable Treasury Bill Interest	39,522,354.46	31,654,375.61
Receivable Fixed Deposit Interest	6,436,840.14	5,298,619.58
Receivable Insurance 1/3 from Employees	1,804,757.64	1,102,751.29
Receivable Medical Forms Income	320,000.00	320,000.00
Receivable from Employees	768,592.70	927,925.96
10 Month Distress Loan Receivable	25,752,058.04	18,684,591.63
Special Loan for Flood Disaster	3,702,531.19	-
10000/- Loan Receivable	22,000.00	21,000.00
Book Loan Receivable	1,926,448.16	3,629,464.21
Festival Advance Receivable	1,565,111.55	1,824,672.39
Prepayments Medical Insurance	2,748,688.51	1,787,316.05
Prepayments Vehicle Insurance	223,605.29	214,489.99

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
Prepayments for Service Agreements	1,296,115.58	296,585.03
Prepayments Other	-	329,134.25
Prepayments – Rental Advance	5,414,085.03	3,137,500.00
Other Receivables	-	135,000.00
Security Deposit for Transformer	200,000.00	200,000.00
	91,734,777.59	69,901,928.37
10 Cash & Cash Equivalencies		
10.1 Bank Current A/c		
Bank Current A/c – Income 76883133	8,618,321.41	56,967,644.39
Bank Current A/c – Nugegoda 228044	19,145,709.19	52,060,958.68
Bank Current A/c - Gratuity Fund 228068	2,901,121.46	1,124,145.27
Savings Account - Fidelity Fund	127,772.31	112,316.20
	30,792,924.37	110,265,064.54
10.2 Petty Cash Bank Current A/c		
Petty Cash Bank Current A/c - Kandy	16,000.00	16,000.00
Petty Cash Bank Current A/c - Galle	24,000.00	58,487.07
Petty Cash Bank Current A/c - Kurunegala	15,000.00	15,000.00
Petty Cash Bank Current A/c - Anuradhapura	15,500.00	15,500.00
Petty Cash Bank Current A/c - Hambantota	48,139.24	16,250.02
Petty Cash Bank Current A/c - Ratnapura	20,001.00	20,000.00
Petty Cash Bank Current A/c - Badulla	14,701.00	14,704.37
Petty Cash Bank Current A/c - Monaragala	17,241.83	1,811.03
Petty Cash Bank Current A/c - Ampara	10,300.00	10,100.00
Petty Cash Bank Current A/c - Batticaloa	18,059.12	18,059.12
Petty Cash Bank Current A/c - Vauniya	10,000.00	10,000.00
Petty Cash Bank Current A/c – Mannar	7,500.00	7,500.00
Petty Cash Bank Current A/c - Matara	15,000.00	15,030.00
Petty Cash Bank Current A/c - Trincomalee	25,000.00	25,000.00
Petty Cash Bank Current A/c - Jaffna	30,249.83	53,065.90
Petty Cash Bank Current A/c - Gampaha	25,000.00	25,000.00
Petty Cash Bank Current A/c - Kilinochchi	15,000.00	15,000.00
Petty Cash Bank Current A/c - Kalutara	40,476.51	10,000.00
Petty Cash Bank Current A/c - Matale	35,760.78	15,000.00
Petty Cash Bank Current A/c - Kegalle	15,000.00	15,000.00
Petty Cash Bank Current A/c - Mullatiuv	15,000.50	15,000.00
Petty Cash Bank Current A/c - Nuwara Eliya	25,000.00	37,962.76
Petty Cash Bank Current A/c - Polonnaruwa	16,168.92	16,168.42
Petty Cash Bank Current A/c - Puttalam	24,998.56	488.56
	499,097.29	446,127.25

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

		2017	2016
		Rs.	Rs.
10.3	Petty Cash A/c		
	Petty Cash A/c - Nugegoda	78,662.38	52,829.38
	Petty Cash A/c - Kandy	7,085.91	35,797.91
	Petty Cash A/c - Galle	14,764.42	408.02
	Petty Cash A/c - Kurunegala	15,611.73	1,422.13
	Petty Cash A/c - Anuradhapura	1,355.87	240.10
	Petty Cash A/c - Hambantota	3,110.78	61.31
	Petty Cash A/c - Ratnapura	19,604.50	3,288.31
	Petty Cash A/c - Badulla	24,040.69	12,051.86
	Petty Cash A/c - Monaragala	1,457.86	1,739.32
	Petty Cash A/c - Ampara	16,898.48	6,274.48
	Petty Cash A/c - Batticaloa	1,756.96	2,811.62
	Petty Cash A/c - Werahara	20,940.50	24,340.50
	Petty Cash A/c - Vauniya	5,266.26	521.00
	Petty Cash A/c - Mannar	13,882.13	1,522.07
	Petty Cash A/c - Matara	27,032.00	15,724.00
	Petty Cash A/c - Trincomalee	7,625.65	5.00
	Petty Cash A/c - Jaffna	73.11	20.43
	Petty Cash A/c - Gampaha	24,907.00	1,863.25
	Petty Cash A/c - Kilinochchi	812.48	750.00
	Petty Cash A/c - Kalutara	5,523.49	6,192.29
	Petty Cash A/c - Matale	4,159.22	5,072.81
	Petty Cash A/c - Kegalle	174.80	1,391.77
	Petty Cash A/c - Mullatiuv	227.44	1,245.44
	Petty Cash A/c - Nuwara Eliya	27,177.14	5,289.09
	Petty Cash A/c - Polonnaruwa	15,177.08	1,345.39
	Petty Cash A/c - Puttalam	7,656.44	17,521.44
		344,984.32	199,728.92
10.4	Cash In Hand		
	Cash In Hand - Nugegoda	81,250.00	276,698.09
	Cash In Hand - Galle	-	56,270.00
	Cash In Hand - Kurunagala	49,000.00	126,300.00
	Cash In Hand - Anuradhapura	-	79,000.00
	Cash In Hand - Hambantota	-	106,675.00
	Cash In Hand - Ratnapura	800.00	13,700.00
	Cash In Hand - Badulla	7,200.00	6,750.00
	Cash In Hand - Monaragala	7,200.00	83,775.00
	Cash In Hand - Ampara	4,175.00	47,250.00
	Cash In Hand - Batticaloa	26,775.00	89,850.00
	Cash In Hand - Werahara	-	39,750.00

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
Cash In Hand - Vauniya	-	4,925.00
Cash In Hand - Mannar	-	17,250.00
Cash In Hand - Matara	-	37,850.00
Cash In Hand - Trincomalee	10,800.00	23,250.00
Cash In Hand - Jaffna	-	49,500.00
Cash In Hand - Gampaha	-	33,000.00
Cash In Hand - Kilinochchi	-	33,925.00
Cash In Hand - Kalutara	-	21,750.00
Cash In Hand - Matale	4,000.00	26,250.00
Cash In Hand - Kegalle	22,000.00	27,075.00
Cash In Hand - Mullatiuv	-	63,750.00
Cash In Hand - Nuwara Eliya	-	19,500.00
Cash In Hand - Polonnaruwa	-	24,000.00
	213,200.00	1,308,043.09
11 Non Current Liability		
Provision of Gratuity	61,258,173.70	51,549,589.09
Fidelity Fund Payable	95,576.26	80,350.00
	61,353,749.96	51,629,939.09
12 Accounts Payable		
Security Charges Payable	14,588,902.21	17,734,076.34
Bus Pass Payable	10,253,595.76	9,595,290.06
Alu V Glass Engineering (pvt) Ltd	288,772.23	288,772.23
Ananda Paper Convertors	-	107,725.00
Central Engineering Consultancy Bureau	15,001.25	15,001.25
Colombo North R.T.B.	-	50,000.00
Colombo South R.T.B.	-	30,000.00
Daytona Limited	790.00	14,540.00
Debug Computer Peripherals (Pvt) Ltd	-	15,479.00
E wis Pheripherals (pvt) Ltd	214,725.00	709,525.00
Esna Allied Enterprises (Pvt) Ltd	-	137,270.00
Ew Information systems Ltd	917,527.54	913,026.21
IOM Lanka (Pvt) Ltd	236,333.47	236,333.47
Limax Medica (Pvt) Ltd	69,000.00	1,725,000.00
Medcon (Pvt) Ltd	859,567.50	2,604,750.00
Medsense International (Pvt) Ltd	-	5,800.00
Metropolitan Office (Pvt) Ltd	31,625.00	28,462.50
Other	28,125.00	-
Sarasavi Bookshop (Pvt) Ltd	8,600.50	58,079.60
Shield Medical (Pvt) Ltd	-	75,060.00

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
State Pharmaceutical Co-operation	208,671.46	(170,386.85)
State Trading (General) Corporation Ltd	68,475.35	68,475.35
Sunshine healthcare lanka Ltd	-	62,375.00
TAS Medical suppliers & Co. (Pvt) Ltd	-	15,300.00
T & R Power Engineering (Pvt) Ltd	414,862.50	414,862.50
Bio Medica (pvt) Ltd	9,027.50	-
Department of Government Printing	5,520,000.00	-
Emar Pharma pvt Ltd	1,659,881.25	-
Grakk Computer Forms (PVT)LTD	25,875.00	-
Omino Medicals (Pvt) Limited	1,811,160.00	-
	37,230,518.52	34,734,816.66
13 Accrued Expenses		
Refundable Tender deposit	743,500.00	528,500.00
EPF Payable	4,526,283.50	4,162,929.42
ETF Payable	617,220.52	569,153.99
Payable on Stationery	6,115.50	115,172.00
Payable on Janitorial Expenses	228,348.76	172,003.65
Provision for Audit Fee	553,780.00	303,780.00
Payable on Rent	529,821.45	535,696.45
Payable on Security Charges	144,000.00	144,000.00
Electricity Payable	755,466.21	608,431.94
Telephone Payable	494,961.40	312,870.15
Water Payable	81,517.79	83,721.68
Outside X Ray Chargers	-	266,880.00
Drinking Water Payable	20,152.75	23,416.95
Sanasa Development Bank Payable	5,250.00	10,850.00
Payable on Housing Development	9,496.50	-
Payable on Regional Development	500.00	-
Reimbursed Insurance Payable	57,750.45	40,753.00
	8,774,164.83	7,878,159.23
14 Other Payable		
Salary Control A/c	2,497,208.56	2,253,674.42
Payable Locum Salary & Other	2,258,580.70	3,006,693.10
Salary B/F	265.78	253.37
Medical Camp & Assets Verification allowance Payable	368,100.00	1,144,150.00
Trainee Allowances payable	272,500.00	313,000.00
Traveling payable	263,359.50	139,618.00
Payable on Food & Accommodation	255,510.00	157,940.00
Postage payable	13,695.00	22,177.50
News Paper payable	7,310.00	14,020.00
Fuel payable	-	21,500.00

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
Board Director & Secretary Fee payable	-	62,300.00
Payable on Uniform & ID	1,407.60	
Payable on Maintenance of Medi Equipment	2,463.30	
Payable on Office Requisites	10,696.00	84,602.91
Other Payable	1,510.00	484,713.27
Medical Leave payable	5,100,613.55	4,183,025.11
Welfare payable	-	3,042.00
Stamp Duty Payable	21,396.00	22,771.00
Union Payable - S.L.N.S.S.	47,575.00	47,550.00
Union Payable - J.S.S.	100.00	4,945.00
Maranadara Society Payable	15,650.00	18,050.00
PAYE tax payable	26,121.68	5,709.68
	11,164,062.67	11,989,735.36

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017 Rs.	2016 Rs.
15 Main Medical Service Income		
Light Vehicle Examination	420,676,200.00	475,588,950.00
HGV Medical Examination	26,156,150.00	25,063,500.00
HGV Renewal Medical Examination	104,439,550.00	85,354,500.00
Route Permits	4,158,600.00	3,690,000.00
Accident Medical Examination	108,100.00	1,497,250.00
X-Ray Income	4,400,800.00	5,439,700.00
ECG Income	14,510.00	22,425.00
Medical Examination For Other Institutions	313,800.00	281,250.00
Private Bus Conductor Examination	1,171,400.00	724,500.00
Driver Instructor Examination	329,950.00	452,250.00
NTC Medical Examination	1,768,850.00	1,742,250.00
CTB New Recruitment	825,540.00	112,000.00
CTB Re-employment	43,600.00	8,250.00
Renewal over 10 years	2,352,350.00	2,443,500.00
Medical Examination For Government Institutions	643,750.00	473,250.00
Lab Test Income	3,316,427.00	2,783,235.00
Renewal of Medical Report	64,800.00	105,050.00
Medical Camp Income	12,930,375.00	7,612,200.00
Consultancy & Medical Officer Fee	509,967.00	695,140.00
Learner permit	316,250.00	147,000.00
Foreign Medical Examination	5,845,000.00	3,400,000.00
Court & Police Referral	3,301,900.00	1,548,000.00
	593,687,869.00	619,184,200.00
16 Pharmacy Income		
CTB Head Office Treatment – Credit	1,426,510.90	1,834,212.12
CTB Depot Treatment – Cash	1,060,678.00	1,438,826.00
CGTTI Medical Income – Credit	248,149.00	433,033.00
CBS treatment – Credit	83,221.00	125,400.00
	2,818,558.90	3,831,471.12
17 Loan Interest Income		
10 Month Distress Loan Interest	933,644.74	631,479.88
10000/- Loan Interest	360.00	160.00
Book Loan Interest	104,602.48	189,671.16
	1,038,607.22	821,311.04
18 FD & TB Interest Income		
Interest on Treasury Bills - BOC	41,374,177.96	39,547,941.43
Interest on Treasury Bills - NSB	30,695,565.27	19,545,521.92
Interest on Fixed Deposit - BOC	455,361.72	470,210.00
Interest on Fixed Deposit - NSB	8,080,074.58	5,866,781.80
	80,605,179.53	65,430,455.15

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
19 Other Income		
Car Park Income	1,015,000.00	990,000.00
Income from Disposal Items	-	753,035.00
Rent Income	60,000.00	60,000.00
Other Income	14,373.36	11,609.00
Non refundable Tender deposit	164,500.00	199,240.55
	1,253,873.36	2,013,884.55
20 Administrative Expenses		
Salaries & Wages	140,732,236.55	117,895,509.87
Allowances	105,976,018.49	115,921,469.04
Over Time & Weekend Allowances	3,235,023.10	2,988,288.26
Medical Leave Encashment	5,645,852.26	4,678,465.20
Chairman's Allowance	900,000.00	893,700.00
Bonus	4,509,843.75	4,463,100.00
Trainees Allowances	3,287,750.00	1,893,500.00
EPF 12%	21,843,174.79	21,215,882.20
ETF 3%	5,458,910.78	5,305,448.59
Welfare	1,648,020.38	307,987.35
Free Medical Treatment	1,042,383.35	990,704.02
Medical Bill Reimbursement	1,055,018.02	935,546.44
Medical Camp Allowance	3,639,315.00	1,188,250.00
Transport Allowanses	601,500.00	86,360.00
3 Months Paid Leave Expenses	105,564.00	-
	299,680,610.47	278,764,210.97
21 Establishment Expenses		
Electricity	6,349,834.26	6,044,626.20
Water	739,502.20	808,229.08
Drinking Water	639,050.27	592,972.24
Rate & Taxes	316,395.03	267,435.32
Rent	13,236,982.40	12,167,857.40
Postage	1,282,027.50	1,437,058.85
Telephone	5,039,976.87	2,615,611.27
News paper & Magazines	159,710.00	161,820.00
Janitorial & Maintenance Service Charges	2,242,745.07	1,454,252.58
Travelling	927,298.50	520,615.50
Fuel	1,308,970.21	1,396,670.22
Tea Expenses for Employees	2,391,825.66	2,313,345.41
Food & Accommodation	1,665,478.50	1,375,645.50
Advertisement	370,315.00	284,401.55
Bus Pass Expenses	8,782,763.60	8,124,457.90
Uniform & ID Card	732,220.70	620,467.82
Maintenance of Office Equip & Furniture & Fittings	1,373,233.98	716,775.51
Maintenance of Medical Equip & Machinery	970,075.40	192,834.04

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017	2016
	Rs.	Rs.
Maintenance of Office Vehicle	1,779,514.05	1,665,269.72
Maintenance of Building	333,115.00	192,970.55
Maintenance of Computers	449,268.25	84,798.81
Stationary Expenses	5,558,772.31	5,593,314.35
Medical Forms Consumed	8,278,554.01	8,743,991.12
Photo Paper Consumed	-	90,060.00
Computer Receipt Paper Consumed	894,873.65	1,062,548.73
A10 Book Consumed	24,786.55	27,737.35
Office requisites	963,189.97	2,057,030.34
Laboratory items Consumed	27,163,540.86	26,949,458.49
X-Ray items Consumed	51,371.94	29,144.85
Security Charges	7,727,178.75	6,898,535.97
Board Directors Fees	564,000.00	546,000.00
Audit Committee Allowance	150,000.00	144,000.00
Board Secretary Fees	240,000.00	240,000.00
Verification Allowance	279,300.00	379,150.00
Insurance for Office Vehicle	403,778.13	277,962.26
Insurance for Employees	3,733,620.80	2,596,170.28
Insurance for Money in Transit	131,143.90	123,226.22
Depreciation	17,014,055.67	19,537,371.92
Hiring Charges/Transport	1,157,578.31	1,019,079.50
Entertainment	223,725.00	319,279.14
Training for employees	192,900.00	497,101.17
Outside X-ray Expenses	132,790.00	1,212,930.00
Consultancy Fee	-	300,000.00
Other Expenses	36,153.00	102,836.21
Miscellaneous	57,500.00	69,870.75
	126,069,115.30	121,854,914.12
22 Other Expenses		
Legal & Specialist service Expenses	405,906.00	514,241.00
Bank Charges	1,067,695.00	492,146.34
Audit Fees	250,000.00	250,000.00
Donation	30,000.00	124,000.00
Bad Debtors	165,438.85	84,459.50
Gratuity Adjustment	13,172,879.11	4,872,655.02
	15,091,918.96	6,337,501.86

National Transport Medical Institute
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
YEAR ENDED 31ST DECEMBER 2017

23	Notes	2017 Rs.	2016 Rs.
Pharmacy Income	16	<u>2,818,558.90</u>	<u>3,831,471.12</u>
Opening Stock		265,302.32	842,538.19
(+)Purchases		3,405,037.03	2,890,318.71
(-)Closing Stock		(507,381.93)	(265,302.32)
		<u>3,162,957.42</u>	<u>3,467,554.58</u>
(-) Free Medical Treatment		(994,560.54)	(920,991.61)
Cost of Goods Sold		<u>2,168,396.88</u>	<u>2,546,562.97</u>
Profit from Pharmacy		<u>650,162.02</u>	<u>1,284,908.15</u>

National Transport Medical Institute
BUDGET STATEMENT OF FINANCIAL POSITION
YEAR ENDED 31ST DECEMBER 2017

	Notes	2017 Actual Rs.	2017 Budgeted Rs.
ASSETS			
Non Current Assets			
Property Plant & Equipment	4	138,889,742.13	196,000,000.00
Work in progress - Construction		5,202,398.41	15,500,000.00
Investments	5	764,290,370.92	650,000,000.00
Investment for Gratuity Fund	6	70,488,082.36	57,000,000.00
Total Non Current Assets		978,870,593.82	918,500,000.00
Current Assets			
Inventories	7	10,991,301.10	29,000,000.00
Accounts Receivables	8	26,658,872.03	24,000,000.00
Other Receivables	9	91,734,777.59	40,000,000.00
Cash & Cash Equivalencies	10	31,850,205.98	38,000,000.00
Total Current Assets		161,235,156.70	131,000,000.00
TOTAL ASSETS		1,140,105,750.52	1,049,500,000.00
CAPITAL & RESERVES			
Capital		62,099,697.33	62,099,697.33
General Reserve		22,682,287.89	22,682,287.89
Accumulated Profit		936,801,269.32	883,833,014.78
Total Equity		1,021,583,254.54	968,615,000.00
Non Current Liabilities			
Provision of Gratuity	11	61,258,173.70	50,000,000.00
Fidelity Fund Payable	11	95,576.26	85,000.00
		61,353,749.96	50,085,000.00
Current Liabilities			
Accounts Payable	12	37,230,518.52	14,000,000.00
Accrued Expenses	13	8,774,164.83	7,800,000.00
Other Payable	14	11,164,062.67	9,000,000.00
		57,168,746.02	30,800,000.00
TOTAL EQUITY & LIABILITIES		1,140,105,750.52	1,049,500,000.00

National Transport Medical Institute
BUDGET VS ACTUAL STATEMENT
YEAR ENDED 31ST DECEMBER 2017

		2017 Actual	2017 Budgeted
<u>Revenue</u>	Notes	Rs.	
Main Medical Service Income	24	593,687,869.00	670,421,000.00
Profit from Pharmacy	32	650,162.02	1,270,000.00
Loan Interest	26	1,038,607.22	1,000,000.00
FD & TB Interest	27	80,605,179.53	35,000,000.00
Other Income	28	1,253,873.36	1,325,000.00
TOTAL REVENUE		677,235,691.13	709,016,000.00
<u>Expenses</u>			
Administrative Expenses	29	299,680,610.47	315,056,000.00
Establishment Expenses	30	126,069,115.30	140,403,000.00
Other Expenses	31	15,091,918.96	6,680,000.00
TOTAL EXPENSES		440,841,644.73	462,139,000.00
NET PROFIT		236,394,046.40	246,877,000.00

National Transport Medical Institute
BUDGET CASH FLOW STATEMENT
YEAR ENDED 31ST DECEMBER 2017

	2017 Actual	2017 Budgeted
	Rs.	Rs.
<u>Cash Flows From Operating Activities</u>		
Net Profit / (Loss) From Ordinary Items	236,394,046.40	246,877,000.00
Adjustments For Depreciation	17,014,055.67	13,200,000.00
Provision For Gratuity	13,172,879.11	4,000,000.00
Profit on Sale of Asset	-	-
Interest on Investment	(80,605,179.53)	(35,000,000.00)
Operating Profit Before Working Capital Changes	<u>185,975,801.65</u>	<u>229,077,000.00</u>
Increase/(Decrease) in Inventories	(209,457.60)	(22,218,156.50)
Increase/(Decrease) in Accounts Receivable	(12,034,955.51)	(11,376,083.48)
Increase/(Decrease) in Other Receivable	(21,832,849.22)	29,901,928.37
Increase/(Decrease) in Accounts Payable	2,495,701.86	(20,734,816.66)
Increase/(Decrease) in Accrued Expenses	896,005.60	(78,159.23)
Increase/(Decrease) in Other Payables	(825,672.69)	(3,540,121.68)
Increase/(Decrease) in Fidelity Fund	<u>15,226.26</u>	<u>4,650.00</u>
Cash Generated from Operation	154,479,800.35	201,036,240.82
Payment Of Gratuity	(3,464,294.50)	(2,450,410.91)
Contribution to the Consolidated fund of Treasury	<u>(160,000,000.00)</u>	<u>(200,000,000.00)</u>
Net Cash Flow from Operating Activities	<u>(8,984,494.15)</u>	<u>(1,414,170.09)</u>
<u>Cash Flows From Investment Activities</u>		
Purchase Of Property Plant & Equipment	(30,967,540.47)	(104,263,742.67)
Work in progress - Construction	(562,766.77)	(10,860,368.36)
Purchase Of Investments (net)	(120,459,135.96)	7,319,317.32
Interest on Investment	80,605,179.53	35,000,000.00
Proceeds from Sale of Asset	-	-
Net Cash Used in Investing Activities	<u>(71,384,263.67)</u>	<u>(72,804,793.71)</u>
Net Increase In Cash And Cash Equivalents	(80,368,757.82)	(74,218,963.80)
Cash And Cash Equivalents at Beginning of Period	<u>112,218,963.80</u>	<u>112,218,963.80</u>
Cash And Cash Equivalents at End of Period	<u>31,850,205.98</u>	<u>38,000,000.00</u>

National Transport Medical Institute
BUDGET VS ACTUAL STATEMENT (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017 Actual Rs.	2017 Budgeted Rs.
24 Main Medical Service Income		
Light Vehicle Examination	420,676,200.00	494,000,000.00
HGV Medical Examination	26,156,150.00	26,500,000.00
HGV Renewal Medical Examination	104,439,550.00	103,000,000.00
Route Permits	4,158,600.00	4,600,000.00
Accident Medical Examination	108,100.00	2,450,000.00
X-Ray Income	4,400,800.00	5,750,000.00
ECG Income	14,510.00	20,000.00
Medical Examination for Other Institutions	313,800.00	400,000.00
Private Bus Conductor Examination	1,171,400.00	1,000,000.00
Driver Instructor Examination	329,950.00	325,000.00
NTC Medical Examination	1,768,850.00	1,800,000.00
CTB New Recruitment	825,540.00	875,000.00
CTB Re-employment	43,600.00	20,000.00
Renewal over 10 years	2,352,350.00	2,500,000.00
Medical Examination For Government Institutions	643,750.00	800,000.00
Lab Test Income	3,316,427.00	2,800,000.00
Renewal of Medical Report	64,800.00	100,000.00
Medical Camp Income	12,930,375.00	13,000,000.00
Consultancy & Medical Officer Fee	509,967.00	700,000.00
Leaner permit	316,250.00	280,000.00
Foreign Medical Examination	5,845,000.00	6,000,000.00
Court & Police Referral	3,301,900.00	3,500,000.00
Miscellaneous		1,000.00
	593,687,869.00	670,421,000.00
25 Pharmacy Income		
CTB Head office Treatment – Credit	1,426,510.90	1,500,000.00
CTB Depot Treatment – Cash	1,060,678.00	1,600,000.00
CGTTI Medical Income – Credit	248,149.00	400,000.00
CBS treatment – Credit	83,221.00	120,000.00
	2,818,558.90	3,620,000.00
26 Loan Interest Income		
10 Month Distress Loan Interest	933,644.74	
10000/- Loan Interest	360.00	1,000,000.00
Book Loan Interest	104,602.48	
	1,038,607.22	1,000,000.00

National Transport Medical Institute
BUDGET VS ACTUAL STATEMENT (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017 Actual Rs.	2017 Budgeted Rs.
27 FD & TB Interest Income		
Interest on Treasury Bills - BOC	41,374,177.96	
Interest on Treasury Bills - NSB	30,695,565.27	35,000,000.00
Interest on Fixed Deposit - BOC	455,361.72	
Interest on Fixed Deposit - NSB	8,080,074.58	
	39,231,001.57	35,000,000.00
28 Other Income		
Car Park Income	1,015,000.00	1,200,000.00
Rent Income	60,000.00	60,000.00
Other Income	14,373.36	15,000.00
Non refundable Tender deposit	164,500.00	50,000.00
	1,253,873.36	1,325,000.00
29 Administrative Expenses		
Salaries & Wages	140,732,236.55	160,000,000.00
Allowances	105,976,018.49	96,000,000.00
Over Time & Weekend Allowances	3,235,023.10	3,500,000.00
Medical Leave Encashment	5,645,852.26	6,000,000.00
Chairman's Allowance	900,000.00	900,000.00
Bonus	4,509,843.75	5,000,000.00
Trainees Allowances	3,287,750.00	3,800,000.00
EPF 12%	21,843,174.79	25,000,000.00
ETF 3%	5,458,910.78	6,000,000.00
Welfare	1,648,020.38	3,000,000.00
Free Medical Treatment	1,042,383.35	1,000,000.00
Medical Bill Reimbursement	1,055,018.02	1,250,000.00
Medical Camp Allowance	3,639,315.00	3,000,000.00
Transport Allowances	601,500.00	500,000.00
3 Months Paid Leave Expenses	105,564.00	106,000.00
	299,680,610.47	315,056,000.00
30 Establishment Expenses		
Electricity	6,349,834.26	6,200,000.00
Water	739,502.20	1,200,000.00
Drinking Water	639,050.27	300,000.00
Rate & Taxes	316,395.03	400,000.00
Rent	13,236,982.40	14,600,000.00
Postage	1,282,027.50	1,500,000.00
Telephone	5,039,976.87	4,000,000.00
News paper & Magazines	159,710.00	350,000.00

National Transport Medical Institute
BUDGET VS ACTUAL STATEMENT (Cont.)
YEAR ENDED 31ST DECEMBER 2017

	2017 Actual	2017 Budgeted
	Rs.	Rs.
Janitorial & Maintenance Service Charges	2,242,745.07	2,500,000.00
Travelling	927,298.50	1,500,000.00
Fuel	1,308,970.21	1,500,000.00
Tea Expenses For Employees	2,391,825.66	2,500,000.00
Food & Accommodation	1,665,478.50	1,850,000.00
Advertisement	370,315.00	400,000.00
Bus Pass Expenses	8,782,763.60	9,000,000.00
Uniform & ID Card	732,220.70	800,000.00
Maintenance of Office Equip & Furniture & Fittings	1,373,233.98	1,350,000.00
Maintenance of Medical Equip & Machinery	970,075.40	1,000,000.00
Maintenance of Office Vehicle	1,779,514.05	2,500,000.00
Maintenance of Building	333,115.00	250,000.00
Maintenance of Computers	449,268.25	500,000.00
Stationary Expenses	5,558,772.31	8,000,000.00
Medical Forms Consumed	8,278,554.01	8,800,000.00
Computer Receipt Paper Consumed	894,873.65	6,200,000.00
A10 Book Consumed	24,786.55	
Office requisites	963,189.97	1,700,000.00
Laboratory items Consumed	27,163,540.86	30,000,000.00
X-Ray items Consumed	51,371.94	50,000.00
Security Charges	7,727,178.75	8,500,000.00
Board Directors Fees	564,000.00	588,000.00
Audit Committee Allowance	150,000.00	150,000.00
Board Secretary Fees	240,000.00	240,000.00
Verification Allowance	279,300.00	250,000.00
Insurance for Office Vehicle	403,778.13	400,000.00
Insurance for Employees	3,733,620.80	4,700,000.00
Insurance for Money in Transit	131,143.90	200,000.00
Depreciation	17,014,055.67	13,200,000.00
Hiring Charges/Transport	1,157,578.31	1,000,000.00
Entertainment	223,725.00	200,000.00
Training for employees	192,900.00	600,000.00
Outside X-ray Expenses	132,790.00	1,000,000.00
Other Expenses	36,153.00	75,000.00
Miscellaneous	57,500.00	350,000.00
	126,069,115.30	140,403,000.00
31 Other Expenses		
Legal & Specialist service Expenses	405,906.00	450,000.00
Bank Charges	1,067,695.00	900,000.00
Audit Fees	250,000.00	350,000.00
Donation	30,000.00	30,000.00
Bad Debtors	165,438.85	150,000.00
Property Loan Institute Share	-	800,000.00
Gratuity Adjustment	13,172,879.11	4,000,000.00
	30,183,837.92	6,680,000.00

National Transport Medical Institute
BUDGET VS ACTUAL STATEMENT (Cont.)
YEAR ENDED 31ST DECEMBER 2017

32	Notes	2017 Actual	2017 Budgeted
		Rs.	
Pharmacy Income	25	<u>2,818,558.90</u>	<u>3,620,000.00</u>
Opening Stock		265,302.32	400,000.00
(+)Purchases		3,405,037.03	3,500,000.00
(-)Closing Stock		(507,381.93)	(550,000.00)
		<u>3,162,957.42</u>	<u>3,350,000.00</u>
(-) Free Medical Treatment		(994,560.54)	(1,000,000.00)
Cost of Goods Sold		<u>2,168,396.88</u>	<u>2,350,000.00</u>
Profit from Pharmacy		<u>650,162.02</u>	<u>1,270,000.00</u>

National Transport Medical Institute
BRANCH PROFITABILITY
YEAR ENDED 31ST DECEMBER 2017

	Year Profit 2017	Year Profit 2016
	Rs.	Rs.
Nugegoda	28,991,031.30	18,140,396.98
Kandy	5,269,982.02	8,969,327.80
Galle	8,993,969.74	14,592,761.35
Kurunagala	25,039,845.77	28,160,418.81
Anuradhapura	12,024,580.85	16,507,550.60
Hambantota	11,762,082.17	11,481,100.50
Ratnapura	6,822,451.80	7,711,929.31
Badulla	3,984,194.70	7,710,403.43
Monaragala	2,267,317.49	5,485,731.03
Ampara	3,900,675.72	5,737,353.74
Batticaloa	8,608,877.07	8,512,787.74
Werahara	28,381,587.21	30,589,503.82
Vauniya	119,405.42	2,827,322.42
Mannar	(1,033,157.16)	17,658.10
Matara	5,917,306.85	5,210,005.17
Trincomalee	2,483,430.43	4,450,005.61
Jaffna	9,901,413.59	11,121,329.70
Gampaha	34,874,239.47	37,412,679.74
Kilinochchi	(691,930.33)	2,178,698.52
Kalutara	10,817,075.59	12,266,981.52
Matale	5,398,188.68	6,836,025.70
Kegalle	6,798,268.55	8,643,611.19
Mullatiuv	(261,971.88)	1,397,015.78
Nuwara Eliya	1,967,767.88	3,584,264.83
Polonnaruwa	5,791,430.14	9,493,732.71
Puttalam	8,265,983.33	12,739,535.84
	236,394,046.40	281,778,131.94

