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01. Director General's Review



I am pleased to send this review for the Annual Report 2016 of the Sri Lanka Institute of Development Administration (SLIDA) highlighting the activities conducted during the year 2016. Tracing back our past activities with “*Vidya Dadathi Vinayan*” as the central action theme and “*To be the Centre of Excellence in Public Sector Learning and Development in Asia*”, as the vision, SLIDA has been able to achieve a noticeably high level of performance during the year 2016.

The institution had conducted 50 training programmes in 2016 for public sector executives in which 834 officers have participated. Additionally, SLIDA had conducted 74 training programmes for the non-executive grades where 1744 personnel attended. SLIDA's 06 Diploma programmes were attended by 210 personnel during the period under review. It had also conducted 34 virtual training programmes which reached out to 1027 participants. In 2016, in-service mandatory Capacity Building Programmes in Sri Lanka Administrative Service, Sri Lanka Accountant's Service and Sri Lanka Planning Service have been conducted. These programmes have trained 345 officials. There were sixteen Induction Training Programmes conducted for 745 Management Assistants.

Also, 79 study fellows under 2015-2017 intake and 89 under 2014-2016 intake followed SLIDA's Master in Public Management Degree Programme at our School of Postgraduate Studies.

During the period under review, SLIDA also has conducted 23 internal examinations and 176 external examinations that includes Efficiency Bar Examinations for officers of All Island Services. SLIDA's Language Center conducted Diploma in English for Professionals and, Certificate Course in English for Employment Purposes in which a considerable number of executive and non-executive carders gained English knowledge. On the request of various external public organizations, the institute had conducted 15 management consultancies. In addition to the above, SLIDA also has conducted a training programme for the new recruits to Indian Administrative Service.

With the financial and technical support of the United Nations Development Programme and Japanese International Cooperation Agency, SLIDA extended its public sector capacity building efforts to many parts of Sri Lanka including the North, East and North Central Provinces.

The above accomplishments have provided a strong foundation for the future success of the Institute and also for its recognition in Asia.

Wasantha Perera
Director General

02. SLIDA's Corporate Direction

OUR VISION

To be the Centre of Excellence in Public Sector
Learning and Development in Asia

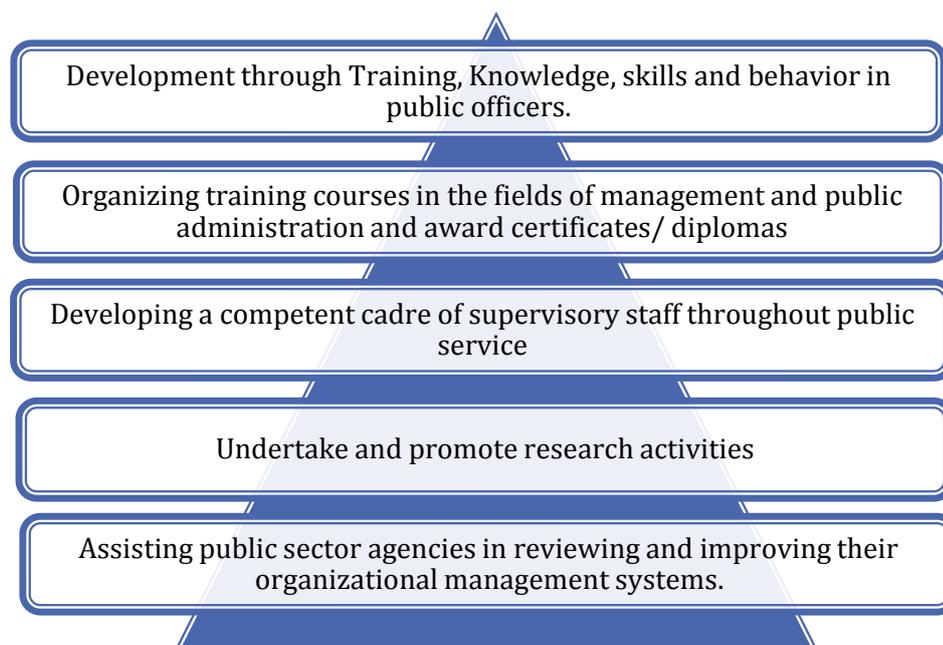
OUR MISSION

Facilitate continuous improvement
for an innovative, futuristic and a citizen-centric
public service
through training, advisory services and research

03. Goals, Objectives and Activities

3.1 Goals

Sri Lanka Institute of Development Administration (SLIDA) is the premier public sector training organization in Sri Lanka, for the development of knowledge and improvement of skills in Public Administration and Management. In addition to management training activities, SLIDA also undertakes management consultancy services and research to develop identifiable functional areas of management as well as review and improve organizational systems.



In order to carry out these functions, we have a highly competitive and trained team of experts specialized in different fields of management skills.

3.2 OBJECTIVES

To develop knowledge, skills and behavioral patterns of public officers through training for the effective performance.

To organize training programmes in the fields of management and public administration.

To provide the services of specialists in various functional areas of management for advice, consultancy and special assignments.

To assist public sector agencies in reviewing and improving their organizational management systems

To provide a platform for critical appraisal and modification of management and organizational theories and practices and public administration systems.

To assist public sector organizations in management development, establishment of work norms, and determination of compensation systems generally to improve their productivity.

To actively collaborate with organizations in Sri Lanka and abroad in management training, research and related activities.

To represent the institute at appropriate national and international bodies and conferences.

To sponsor and to hold conferences, seminars and to publish books and magazines on management and public administration with the assistance of approved national or international organizations where necessary

04. Governing Council

In terms of Section 6 (1) of the Sri Lanka Institute of Development Administration Act No .09 of 1982, the Hon. Minister of Public Administration appointed the following persons as members of the Governing Council for the year 2016

Mr. J.J. Rathnasiri	Secretary, Ministry of Public Administration & Management (Chairman)
Mr. Saman Ekanayake	Secretary to the Prime Minister, Prime Minister's Office, Colombo 07 (Member)
Mr. Neil de Alwis	Secretary, Ministry of Home Affairs- (Member)
Mr. D.C. Dissanayake	Secretary, Ministry of Higher Education and Highways. (Member)
Mr. H.T. Kamal Pathmasiri	Secretary, Ministry of Provincial Councils & Local Government. (Member)
Mr. K.D.N.R. Asoka	Director General, Department of Trade and Investment Policy.
Mr. Charan Amarathunga	Management Consultant. (Member)
Mr. D.A. Vijith Mahendra Rathnasekara	(Member)
Mr. Siddhasri Sitendra Senaratne	Member
Mr. K.D.D.K. De Abrew	Member
Mr. M. Thilakasiri	Director General/ SLIDA (Member)

The Governing Council oversees the activities of SLIDA and provides policy guidelines for its functioning. The Governing Council is the apex body of the organization where all policy directives are given

05. Senior Management and Faculty



Mr. M. Thilakasiri

Director General (upto 16.12.2016)

BSc (Pub. Admn.) (Hons.)(USJ), Dip.in Accountancy, MBA University of Birmingham (Birmingham Business School, UK), FCMA, Areas of Specialization, Management and Strategic Management, Corporate Governance, Public-Private Partnership, New Public Management, Human Resource Development, and Strategic Marketing



Mr. A.C.M. Nafeel

Additional Director General (Administration & Finance)

SLAS Special Grade

BBA (Sp) (Hons.), Master of Public Policy (KDI School of Public Policy & Management), Followed PGDM-Public Administration (PIM), Diploma in e-Government (PIM).

Concentrated on international relation and Political economy and Transition and Development Studies for Master Degree Program. Areas of specialization and interest are General Management, Productivity and Quality Improvement, Results Based Management Entrepreneurship Development, Public Management Reform, Negotiation, Dispute Resolution and Service Marketing.



Ms. K.M.S.D. Jayasekara

Additional Director General (Training & Learning)

SLAS Special Grade

BSc (Biology), Postgraduate Diploma in Management, Masters in Public Administration (Sri Jayawardenapura, PIM), Masters in Strategic Human Resource Management, (Victoria University, Australia). Areas of Specialization, General Management and Human Resource Development, Training and Learning Techniques, Productivity Improvement, Communication and Customer Relationship Management, Land Administration and Development Administration.



Mr. Sunil Medagama

Additional Director General (Organizational Development)

(From 24 th Dec.2013)

BA (Hons.) Political Science, University of Peradeniya, Diploma in Purchasing and Supply (NLU-UK), M.A. (Gender and International Development), Warwick UK, PGDDE-IGNOU India, MISMM (Sri Lanka)

a. SENIOR CONSULTANTS



Ms. N.J. Jayasundera

Senior Consultant

BSc. (Hons.) Agriculture, University of Peradeniya, MSc. (Environ. Economics) PGIA, Peradeniya, Certificate in Environmental Management (CDG, Germany), Areas of specialization and interests are Environment Management, Project Management, Gender & Development, Disaster Management, Incident Command Systems, Research Methodology and Training Methodologies.



Mr. W.M.M.G.D. Wijekoon

Senior Consultant

BA (Hons) (Geography) University of Colombo, MSc. (Urban Environmental Management) AIT, Thailand, Consultant in Project Management, Waste Management, Environmental Management, Research Methodology, and Urban Development.



Mr. A. Lokugamage

Senior Consultant

MA (Finance Econ) University of Colombo, PGD(Economic Development), PGD (Corporate and Strategic Finance), HNDA, DPFM, DIPPCA, Dip in IT, MAAT, Senior Consultant in Procurement Management and Public Financial Management, Interest in Public Procurement, Supply Chain, Public Finance, Fiscal Policy, Monetary Policy and Project Finance,



Dr S.R.S.N. Sudasinghe

Senior Consultant

Ph.D.in Development Administration (Specialized in Public Policy Management), M.A. (Economics) University of Colombo, Postgraduate Diploma in Economic Development (University of Colombo), B.A. (Hons.) University of Sri Jayawardenepura. Visiting Professor, Management and Science University Malaysia, Postdoctoral Researcher National Institute of Development Administration (Thailand). Interests in Development Administration and Public Policy Management.



Mr. S. Dharmawardena

Senior Consultant

SLAcS Class I

B.Sc. Business Administration (Sp) – USJ SL. Master of Public Administration – PIM SL. Affiliated Member of the Institute of Certified Public Accountant of Ireland -CPA Ireland. Affiliated Member of the Institute of Certified Public Accountants of CPA-SL Fellow Member of Association of Public Financial Accountants of Sri Lanka (FPFA). Diploma in Public Financial Management, (DPFM) SLIDA. Diploma in Public Procurement & Construction Administration (DIPCA)-INGAF General Treasury SL.



Mr. A.B.M. Ashraff

Senior Consultant

SLAS I

BA, MBA in Human Resources Management

Interests are Public Administration and Governance HRM, Organizational Development, Public-private partnership, Participatory Development Planning and Development Economics, Co-operate Plan.



Ms. Roshanie Dissanayake - Attorney-at-Law, Commissioner of Oaths, Senior Consultant

SLAS Class I

BSc (Hons), LLB, MPM (Project Management)

PGD in International Relations, DIPPCA

Law, Public Administration Law, Labour Law, Criminal Law, Commercial Law, Evidence Ordinance, Civil Procedures, Public Security and Prevention of Criminals, Immigrants and Emigrants Law, Citizenship Law, International Law, Law of sea, International politics

b. CONSULTANTS



Mr. N.M.S.A. Bandara

Consultant I

B.Sc (USJ), M.Sc.(Forestry) (USJ), M.Sc (Information Technology) University of Moratuwa, Certificate in Information Management, Certificate in E-Government, Certificate in Local Area Network. Certificate in Advanced Java Application Development (JavaEE) - University of Colombo.



Ms. M. Wakkumbura

Consultant II

B.A (Hons.) in International Relations (University of Colombo), M.Phil .in Peace and Conflict Studies (University of Oslo, Norway).



Ms. J.A.D.R Jayasooriya

Consultant

SLAS Class III

B.Com (Sp), 1st Class, University of Kelaniya, MA (Econ), University of Colombo, MPM (Project Mgt.), MA (Public Economics) International Christian University, Tokyo, Japan.

**c. ADMINISTRATION, FINANCE, INFORMATION SYSTEMS AND SERVICES
DIVISIONS**



Director Administration

Mr. K.P. Chandith
SLAS Class I

MBA (University of Rajarata), BSc Science (University of Peradeniya), Dip in Education, Dip in Education for Sustainable Development (Uppasala Uni. Sweden), Dip in Public Management (Sweden), Interest and Specialized in Management, Office Management, Disciplinary Procedure and Human Resource Management, Project Planning and Results

Director Finance

Mr. D.L.A. Wijenayaka
SLAcS - I,

MBA University of Wayamba, PG Dip in Accounting and Finance (University of Peradeniya), Dip in Accountancy, Chartered Accountancy (Final 1), MAAT, APFDA, Dip in Information Technology (SLIDA) COMPTIA A+, ICDL, Interested in Accountancy, Financial Management and Corporate Governance,

Registrar

Ms. R.A.S.P. Ranaweera
B Sc (Hons). PGD (Ind. Mathematics)



**Assistant Director
(Exam)**

**Ms. Thilini
Karasnagoda**

SLAS Class - III

*BSc (Bio Science),
Masters in Service
Management,
Diploma in Public
Administration and
Specialized in Rules
and Regulation in
Public Sector,
Disciplinary Procedure,
Office Management,
Office Procedure and
Human Resource
Management..*

Internal Auditor

Ms. T. D. Narangoda

*B.B.Mtg. Human
Resource (Special),
PGD in Business and
Financial
Administration of ICAS,
MA (Economics)
University of Kelaniya.*

Librarian

Ms. B.A.P Balasooriya

*Masters in (Library &
Information Science),
B.A – University of
Kelaniya, Dip in
Management (The
Open University of Sri
Lanka), PGD
(Education) University
of Peradeniya, COLA
(SLLA), ALA (Sri Lanka),
Chartered Librarian.*

06. Introduction

The Sri Lanka Institute of Development Administration (SLIDA) incorporated under the provisions of Act No. 9 of 1982 is the apex body for public sector capacity building in the country. SLIDA has been empowered through legislation to develop the competencies of the public sector managers and to enhance the performance of the public sector institutions.

The core business of SLIDA, accordingly, includes enhancing knowledge, skills and attitudes of officers at all levels on public management to enable them to provide a high quality public service to the nation. In addition to its training activities, SLIDA is also engaged in management consultancy services and research and policy analysis with a view to contribute to improve the performance of the public sector.

SLIDA carries over 35 years of experience in the performance of its responsibilities, which are thickly underscored by efficient and effective responses to changing public sector human resource capacity development needs of the country.

The services and training programmes offered by SLIDA fall into the following categories:

Pre-Service Induction Training Programmes

Midcareer Mandatory Training Programmes

Short Term Training Programmes

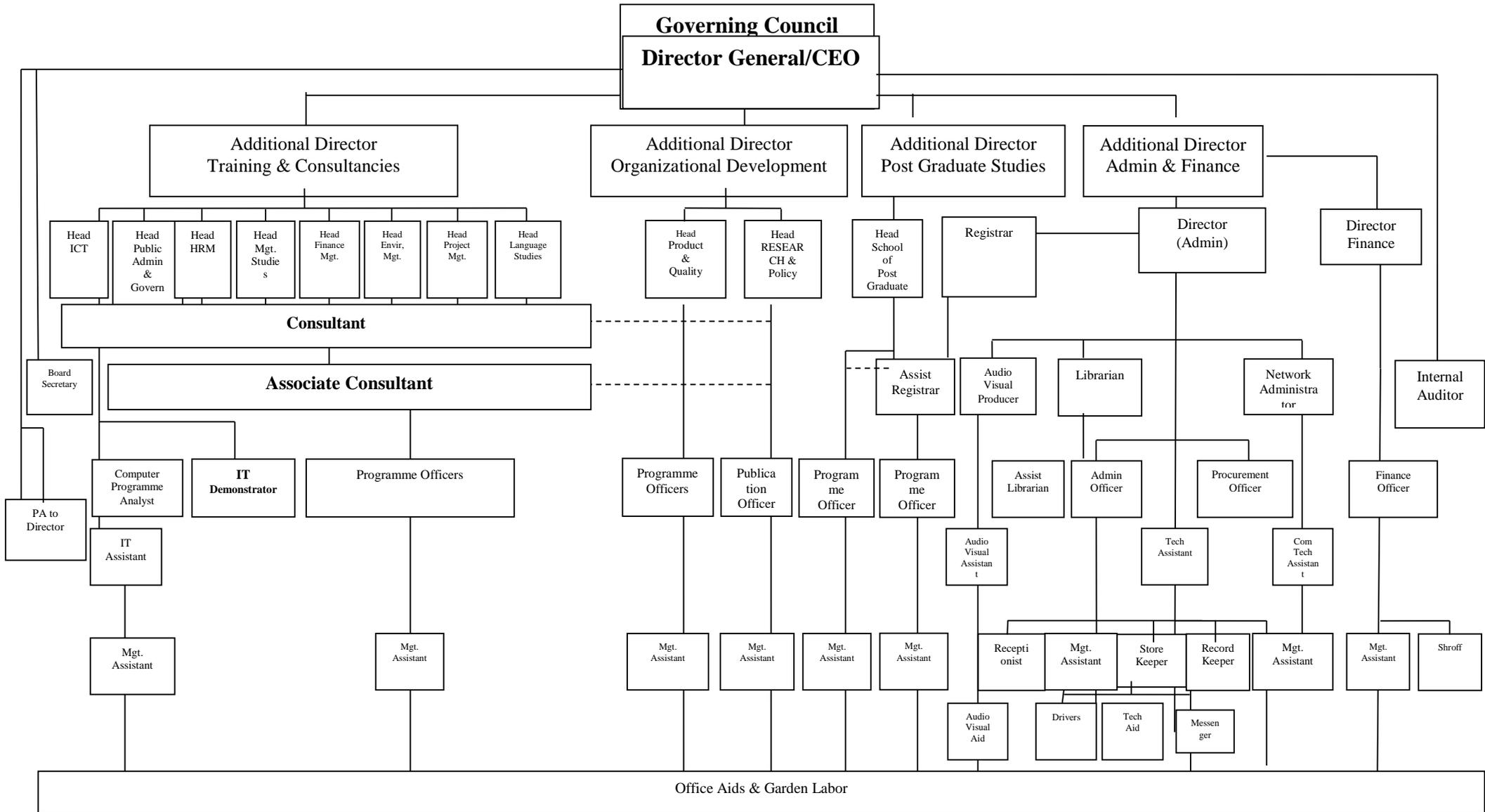
Long Term Training Programmes

Management Consultancy Services

Postgraduate Degrees

Research

07. Organizational Structure of SLIDA



08. Physical Resources



In order to provide the best learning environment for the participants, SLIDA has provided modern facilities in all the lecture rooms. Arrangements have been made to air-condition 18 such class rooms. In addition, these lecture rooms are equipped with modern audio visual equipment.

SLIDA is equipped with a main auditorium named as *Sanhinda* which can house 175 participants. A mini auditorium with a seating capacity of 40 is also available. Both fully air conditioned and equipped with the state of the art electronic equipment for group work or conferences. The main auditorium contains all facilities for conferences/ seminars with two interpreter rooms.



Sankathanie conference hall can house 100. It provides modern facilities. Arrangements have been made for video conferencing facility and equip with all modern audio visual facilities.

With technological advancement, the IT facilities of SLIDA too have been enhanced. In order to provide required facilities for the participants, three fully equipped IT labs have been established. These could accommodate nearly 120 participants at a time.



A TV Lounge has been provided for the use of residential participants. This allows the participants to utilize their leisure time in a productive manner



For the use of course participants, separate new cafeteria has been provided in SLIDA premises. A catering service with Eastern or Western cuisine is available on request.

Course participants of SLIDA could enjoy the opportunity of living in a green environment at the residential centre which is located in the same premises. This facility provides a total of 66 rooms are available with 84 beds comprising 60 single rooms, 6 shared rooms with A/C (16 beds).



Vehicle parking facility of the institute is a rare offer that course participants get in SLIDA. A provision of such facility for free of charge in a highly residential area is much appreciated by the participants.

SLIDA Library has an excellent collection of books and over 110 periodicals on management related disciplines. The library is regularly updated in line with changing needs.



09. Activities Conducted and Performance Achieved during the Year

9.1 Learning and Development Division

SLIDA conducts various types of training programmes and special workshops and seminars on contemporary subjects.

a) Short Term and Long Term Training Programmes

SLIDA's short-term and long-term training courses are offered free of charge for the public sector officials. Further, SLIDA also design and conduct customized training programmes on the requests made by different organizations for a nominal fee.

In the conduct of its scheduled short and long term programmes, the SLIDA policy is that on the receipt of at least 30 applications for a particular programme, SLIDA would take action to conduct such programme. Accordingly, the number of programmes conducted during 2016 and the number participants who attended the programmes are given below:

SN	Course Title (For Executive Officers)	2016			
		Duration (Days)	No. of Courses Conducted	No. of Participants	No of Participant Days
1	Advanced Word Processing and Data Analysis	5	1	11	55
2	Applied Research for Agency Effectiveness	1	2	29	29
3	Building a Customer Friendly Organization	2	2	15	30
4	Certificate Course in English for Employment Purpose (CEEP)	12	1	73	876
5	Certificate in Land Administration	10	1	16	160
6	Certificate in Project Management	10	1	16	160
7	Certificate in SLIDA Computer Driving License	10	2	34	340
8	Computer Application for Administrative Officers	7	1	20	140
9	Disaster Risk Management	5	3	60	300
10	Essence of Public Procurement	3	2	41	123
11	Internal Auditing and Control for Public Sector Non-Financial Managers	1	1	23	23
12	Managing Human Resources	2	2	31	62
13	Parallel Thinking Skills for Managers	2	2	18	36
14	Project Proposal Preparation	5	2	35	175
15	Public Diplomacy and Protocols	2	1	13	26
16	Public Sector Productivity	2	1	12	24
17	Workshop on " Positive Attitudes and Thinking Make a good job"	1	3	20	20
18	Workshop on Bid Evaluation	3	2	52	156
19	Workshop on E-government and Security	2	1	12	24
20	Workshop on Land use Planning	3	1	15	45
21	Workshop on Negotiation Skills	2	2	37	74
22	Workshop on Policy Paper writing	3	1	12	36
23	Workshop on Public Speaking Skills	2	2	21	42
24	Workshop on Research Proposal Writing	1	4	53	53
25	Workshop on Soft Skills for Decision-Makers	3	1	10	30
26	Workshop on Solid Waste Management	3	1	17	51
27	Workshop on Training of Trainers	5	4	106	530
28	Workshop on Training of Trainers	2	3	32	64
	Total		50	834	3684

AWP & DA	Advanced Word Processing and Data Analysis		
AR for AE	Applied Research for Agency Effectiveness	PSP	Public Sector Productivity
BCFO	Building a Customer Friendly Organization	W/S on PA & TMGB	Workshop on " Positive Attitudes and Thinking Make a good job"
CEEP	Certificate Course in English for Employment Purpose (CEEP)	W/S on BE	Workshop on Bid Evaluation
C in LA	Certificate in Land Administration	W/S E & S	Workshop on E-government and Security
C in PM	Certificate in Project Management	W/S on LUP	Workshop on Land use Planning
C in SCDL	Certificate in SLIDA Computer Driving License	W/S on NS	Workshop on Negotiation Skills
CA for AO	Computer Application for Administrative Officers	W/S on PPW	Workshop on Policy Paper writing
DRM	Disaster Risk Management	W/S on PSS	Workshop on Public Speaking Skills
EPP	Essence of Public Procurement	W/S/ on RPW	Workshop on Research Proposal Writing
IA & C for PSNFM	Internal Auditing and Control for Public Sector Non-Financial Managers	W/S on SS for DM	Workshop on Soft Skills for Decision-Makers
MHR	Managing Human Resources	W/S on SWM	Workshop on Solid Waste Management
PTS for M	Parallel Thinking Skills for Managers	W/S on TOT	Workshop on Training of Trainers
PPP	Project Proposal Preparation	W/S on TOT	Workshop on Training of Trainers
PD & P	Public Diplomacy and Protocols		



ii. Long Term Training Programmes for Executive Officers

a. Diploma Courses

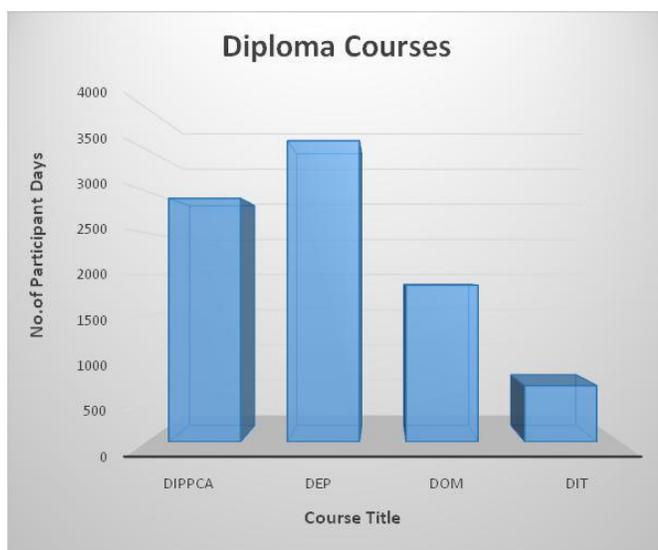
SLIDA conducts Diploma Programmes in the field of Public Procurement and Contract Administration (DIPPCA), Information Technology (DIT) and English for Professionals (DEP).

Language Studies Centre offers the SLIDA Diploma in English, a one year programme conducted on weekends and weekday evenings. Over 1200 officers in the public and private sector organizations follow this course. This programme is customized specifically to meet the language requirements of staff grade officers. The Communicative Approach adopted to language teaching focuses to create more opportunities for the learners to acquire language skills to be used in real life situations and to build confidence in the use of all four skills i.e. Listening, Speaking, Reading, and Writing.

Information Technology courses have become very popular among public sector employees mainly because of their quality and relevance to their work. The course content is constantly updated to meet the rapid changes in the industry and the participants are exposed to more practical training than theories. ICT Centre is fully equipped with the state of the art computer laboratories and over 100 computers being available to gain hands on experience for learners.

These Diplomas are very popular and have provided very valuable contribution to develop public sector performance. The breakdown of the Diploma courses conducted during the year 2016 is given below.

SN	Name of the Programme	Duration	2016		
			1 No. of Courses Conducted	2 No. of Participants	3 No. of Participant Days
01	Diploma in Public Procurement and Contract Administration (DIPPCA)	1 Year (52 Days)	1	56	2912
02	Diploma in English for Professional (DEP)	1 Year (40 Days)	3	90	3600
03	Diploma in Office Management	1 Year (52 Days)	1	36	1872
04	Diploma in Information Technology	6 Months (24 Days)	1	28	672
Total			6	210	9056



iii. Training Programmes for (Non-Executive Officers, held in SLIDA)

SN	Course Title (Non Managerial)	2016 (January to April)			
		Duration (Days)	No. of Courses Conducted	No. of Participants	No of Participant Days
1	Application of the Establishment Code and Procedural Rules	3	4	75	225
2	Assets Management, Losses and Write Off	1	6	124	124
3	Awareness of Laws for Public Officers	2	3	80	160
4	Change Management	1	1	14	14
5	Communication & Presentation Skills	2	1	27	54
6	Convincing Others	1	1	28	28
7	Disaster Management	2	2	34	68
8	Disciplinary Procedure	3	3	57	171
9	E – Government Solution & Information Security	2	2	54	108
10	Environment Management	2	1	20	40
11	Financial Control in Provincial & Local Government Institute	1	2	33	33
12	Government Accounting Procedure	1	3	73	73
13	Government Auditing	2	1	21	42
14	Government Payment Procedure	1	2	43	43
15	Government Procurement Procedure	2	1	29	58
16	Government Procurement Procedure (Tamil)	2	1	16	32
17	Human Resource Management	3	1	32	96
18	Improving Attitudes in Public Service	2	1	40	80
19	Management of Foreign Projects	1	3	64	64

20	Office Management and Attitude Development (Tamil)	2	1	16	32
21	Office Management and Attitude Development	5	2	45	225
22	Positive Attitudes for Improvement Productivity & Quality	1	1	15	15
23	Powering Up - Road to Improve Personal Proficiency	2	5	122	244
24	Preparation of Financial Reports for Government Institutes	1	3	77	77
25	Problem Analysis Tools	2	1	39	78
26	Project Formulation & Planning	3	1	36	108
27	Project Management	3	3	88	264
28	Project Planning and Writing Proposal	5	2	53	265
29	Project Monitoring and Progress Reporting	2	1	26	52
30	Public Finance Management	2	2	60	120
31	Resources Sharing Secure Net Working	2	1	22	44
32	Role of Drivers	2	1	26	52
33	Role of Grama Niladhari	4	1	45	180
34	Role of Office Employees Service	3	2	47	141
35	Self-Development and Emotional for work –Life Balance	1	2	49	49
36	Stores Management	2	1	14	28
37	The Role of Auditing in Public Sector Governance	2	1	20	40
38	Treasury Management and Budgeting	1	1	27	27
39	Workplace Dispute Management	2	1	27	54
40	Workshop on Negotiation Skills	2	1	9	18
41	Workshop on Team Building for Public Sector Organizations	1	1	17	17
	Total		74	1744	3643

iv. Virtual Learning Network (VLN)

The Distance Learning Network established in SLIDA is being used for the training of non-executive level staff. All the Provincial Councils and District Secretariats have been equipped with video conferencing facilities to get the benefit of these training programmes. Accordingly, through this facility programmes are conducted for Development Officers, Management Assistants, Drivers and Office Assistants.

This VLN system has been introduced to Matara, Ampara, Killinochchi, Jaffna, Vavuniya, Mannar, Mullaitivu, Hambantota, Nuwara Eliya and Trincomalee districts and North Western, Southern, Uva and Sabaragamuwa Provincial Councils.

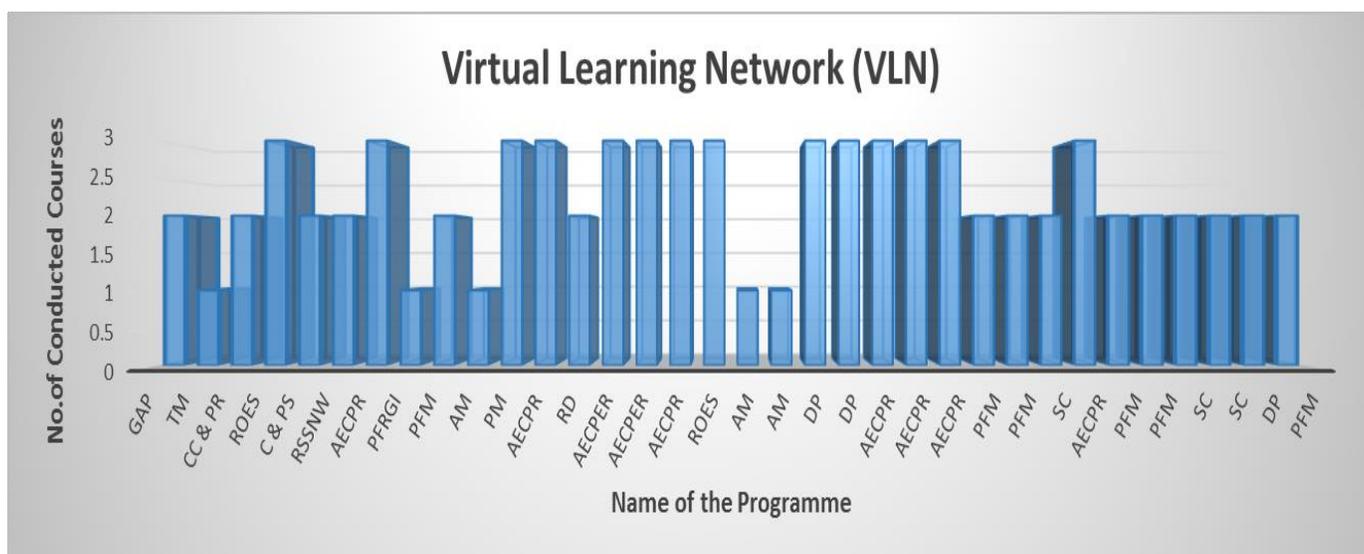
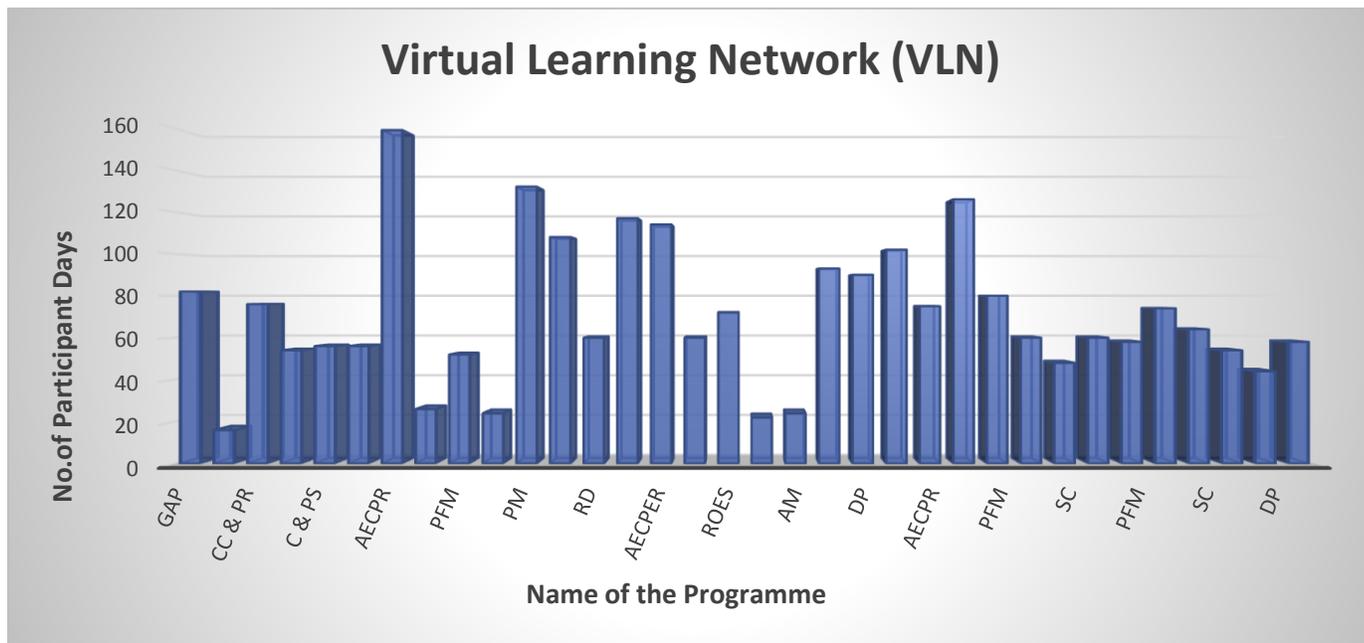
Virtual Training Programmes conducted during 2016

SN	Programme	2016			
		Training Centre	1 No of Days	2 No of Participants	3 No of Participant Days
1	Government Auditing Procedure	Ampara	2	41	82
2	Treasury Management	Hambanthota	1	16	16
3	Customer Care and Public Relation	Ampara	2	38	76
4	Role of Office Employees Service	Mathara	3	18	54
5	Communication and Presentation Skills	Badulla	2	28	56
6	Resources Sharing Secure Net Working	Ampara	2	28	56
7	Application of the Establishment Code and Procedural Rule	Hambanthota	3	53	159
8	Preparation of Financial Report of Government Institute	Ampara	1	26	26
9	Public Finance Management	N/Eliya	2	26	52
10	Assets Management	Hambanthota	1	24	24
11	Project Management	Ampara	3	44	132
12	Application of the Establishment Code and Procedural Rule	Hambanthota	3	36	108
13	Role of Driving	Ampara	2	30	60

14	Application of the Establishment Code and Procedural Rule	Ampara	3	39	117
15	Application of the Establishment Code and Procedural Rule	Hambanthota	3	38	114
16	Application of the Establishment Code and Procedural Rule	Nuwaraeliya	3	20	60
17	Role of Office Employees Service	Hambanthota	3	24	72
18	Assets Management	N/Eliya	1	22	22
19	Assets Management	Ampara	1	24	24
20	Disciplinary Procedure	Hambanthota	3	31	93
21	Disciplinary Procedure	N/Eliya	3	30	90
22	Application of the Establishment Code and Procedural Rule	Hambanthota	3	34	102
23	Application of the Establishment Code and Procedural Rule	N/Eliya	3	25	75
24	Application of the Establishment Code and Procedural Rule	Ampara	3	42	126
25	Public Financial Management	Ampara	2	40	80
26	Public Financial Management	Hambanthota	2	30	60
27	Salary Conversion	Hambanthota	2	24	48
28	Application of the Establishment Code and Procedural Rule	Hambanthota	3	20	60
29	Public Financial Management	Hambanthota	2	29	58
30	Public Financial Management	Ampara	2	37	74
31	Salary Conversion	Ampara	2	32	64
32	Salary Conversion	Hambanthota	2	27	54
33	Disciplinary Procedure	Hambanthota	2	22	44
34	Public Financial Management	Hambanthota	2	29	58
Total				1027	2396

GAP	Government Auditing Procedure
TM	Treasury Management
CC & PR	Customer Care and Public Relation
ROES	Role of Office Employees Service
C & PS	Communication and Presentation Skills
RSSNW	Resources Sharing Secure Net Working
AECPR	Application of the Establishment Code and Procedural Rule
PFRGI	Preparation of Financial Report of Government Institute
AM	Assets Management
PM	Project Management
RD	Role of Driving

ROES	Role of Office Employees Service
AM	Assets Management
DP	Disciplinary Procedure
PFM	Public Financial Management
SC	Salary Conversion



v. **SLIDA Training Programmes conducted at the District Level**

b) Induction Training Programmes

S N	District	Programme	Duration (Days)	1 No. of Programs Conducted	2 No. of Participants	3 No of Participant Days
1	Ampara	Public Finance management (Sinhala)	2	1	56	112
		Office Management (Sinhala)	5	1	48	240
		Disciplinary Procedure (Sinhala)	3	1	35	105
		Assets Management (Sinhala)	1	1	31	31
		Assets Management (Tamil)	1	1	39	39
		Human Resources Management (Tamil)	3	1	25	75
		Human Resources Management (Sinhala)	3	1	27	81
2	Anuradhapura	Project Management	3	1	56	168
		Office Management	5	2	117	585
		Pension Matters	2	1	50	100
		Human Resources Management	3	2	131	393
		Application of the Establishment Code & Procedural Rule	3	2	155	465
		Salary Conservation	2	1	59	118
		Government Payment Procedure	1	1	42	42
		Project Proposal Writing	5	2	112	560
		Capacity building of Office Employees Service	3	1	31	93
3	Colombo	Development Attitudes of Public Sector	1	1	6	6

		Positive Attitudes for Improvement Productivity & Quality	1	1	48	48
		Workshop on Team Building for Public Sector Organizations	1	1	8	8
		Public Finance Management (Sinhala)	2	1	35	70
		Communication	1	1	45	45
		Project Proposal Writing	1	1	11	11
		Project Management (Sinhala)	2	1	50	100
		Project Management (Tamil)	1	2	59	59
4	Galle	Capacity Building of Office Employees Service	3	1	23	69
		Office Management	5	2	74	370
		Human Resources Management	3	1	39	117
		Communication	2	1	41	82
		Government Payment Procedure	1	1	38	38
		Preparation of Financial Report of Government Institute	1	1	37	37
		Government Procurement Procedure	2	1	56	112
		Capacity Building of Grama Niladhari	4	1	54	216
5	Hambantota	Government Procurement Procedure	2	1	67	134
		State Land Management	2	1	57	114
		Public Finance Management	2	1	28	56
		Contract Payment & Maintenance of Contract File	1	1	126	126
		Project Management	2	1	54	108
		Project Proposal Writing	5	1	49	245
6	Kandy	Government Procurement Procedure	2	1	69	138
		Project Proposal Writing	5	1	62	310
		Project Management	3	3	187	561

		State Land Management	3	1	58	174
		Government Auditing Procedure	2	1	69	138
		Communication	1	1	67	67
		Application of the Establishment Code & Procedural Rule	3	1	71	213
		Disciplinary Procedure	3	1	53	159
7	Kegalle	Capacity Building of Office Employee Service	3	1	41	123
		Disciplinary Procedure	3	1	44	132
		Application of the Establishment Code & Procedural Rule	3	1	64	192
		Human Resources Management	3	1	33	99
		Capacity Building of Grama Nilidhari	4	1	57	228
		Salary Conservation	2	1	69	138
		Awareness of Laws for Public Officers	2	1	66	132
8	Kurunegala	Capacity Building of Grama Niladari	4	1	58	232
		Application of the Establishment Code & Procedural Rule	3	2	106	318
		Human Resources Management	3	1	46	138
		Salary Conservation	2	1	84	168
		Capacity Building of Office Employees Service	3	1	32	96
		Self-Development & Emotional Intelligence for Work - Life Balance	1	1	21	21
		Project Proposal Writing	5	2	87	435
9	Matale	Project Proposal Writing	1	5	213	213
		Public Finance Management	2	1	40	80
		Application of the Establishment Code & Procedural Rule	3	1	38	114

		Office Management	4	2	74	296
10	Matara	Disciplinary Procedure	3	1	20	60
		Project Management	3	3	54	162
		Application of the Establishment Code & Procedural Rule	3	2	47	141
		Office Management	5	1	21	105
		Positive Attitudes for Improvement Productivity & Quality	1	1	31	31
11	Monaragala	State Land Management	3	1	52	156
		Capacity Building of Grama Niladhari	4	1	49	196
		Project Management	3	1	53	159
12	Mullativu	Government Auditing Procedure	2	1	41	82
		Application of the Establishment Code & Procedural Rule	3	1	45	135
		Capacity Building of Grama Niladhari	4	1	31	124
13	Polonnaruwa	Capacity Building of Drivers'	2	1	12	24
		Government Accounting Procedure	2	1	18	36
14	Puttalam	Awareness of Laws for Public Officers	2	1	19	38
		Office Management	5	1	33	165
		Application of the Establishment Code & Procedural Rule	3	1	45	135
15	Ratnapura	Application of the Establishment Code & Procedural Rule	3	1	32	96
		Salary Conservation	2	1	25	50
		Government Procurement Procedure	2	1	50	100
16	Trincomalee	Application of the Establishment	3	1	18	54

		Code & Procedural Rule (Sinhala)				
		Application of the Establishment Code & Procedural Rule (Tamil)	3	1	37	111
		Office Management (Sinhala)	5	1	42	210
		Office Management (Tamil)	2	1	44	88
		Human Resources Management(Tamil)	3	1	35	105
		Pension Matters (Sinhala)	2	1	18	36
		Pension Matters (Tamil)	2	1	25	50
		Project Proposal Writing (Tamil)	5	1	36	180
		State Land Management(Tamil)	3	1	22	66
		Government Procurement Procedure	2	1	27	54
1	Vavuniya	Government Procurement Procedure (Tamil)	2	1	24	48
7		Public Finance Management (Tamil)	2	1	30	60
		Awareness of Laws for Public Officers (Tamil)	2	1	24	48
		Capacity Building of Grama Niladhari (Tamil)	4	1	26	104
		Office Management (Tamil)	5	1	30	150
		Government Payment Procedure (Tamil)	1	1	30	30
		Salary Conservation (Tamil)	2	1	22	44
1	Mannar	Government Procurement Procedure (Tamil)	2	1	25	50
8		Pension Matters (Tamil)	2	1	25	50
					120	5046

b) Induction Training Programmes

i. Induction Training Programmes for Management Assistants Conducted District Level - 2016

Given below are the details of the programmes:

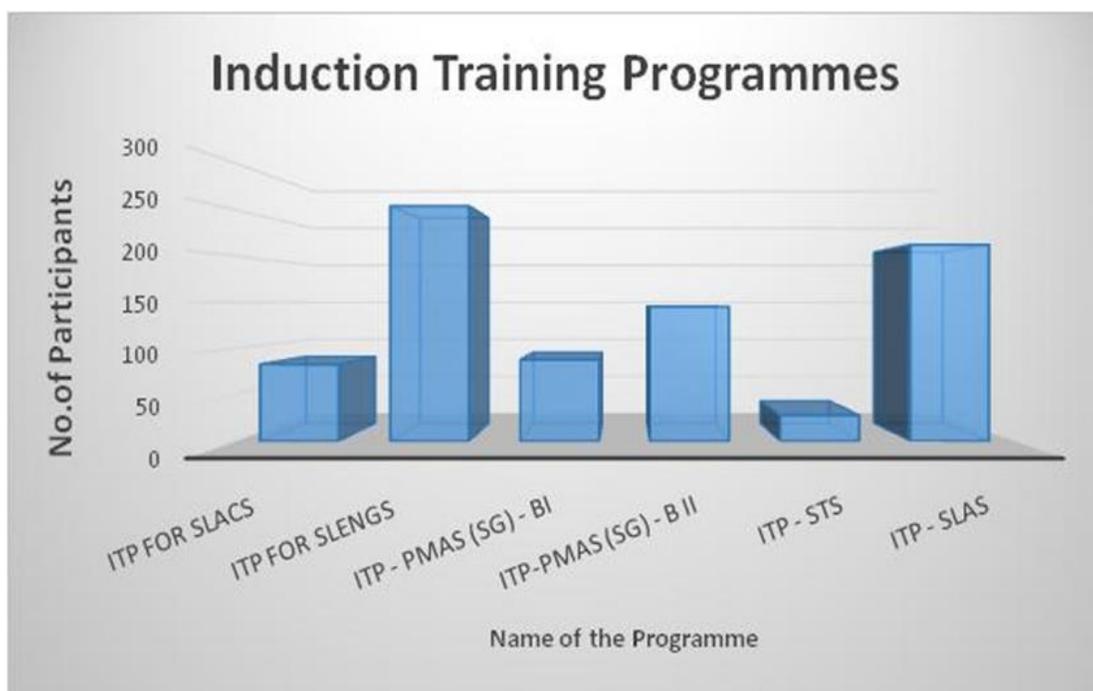
SN	Name of the District Secretariat	Duration (Days)	1 No of Conducted Programs	2 No of Participants	3 No of Participants Days
1	Matale	10	1	26	260
2	Batticalo	10	1	26	260
3	Matara	10	1	76	760
4	Trincomalee	10	1	13	130
5	Trincomalee	10	1	17	170
6	Hambantota	10	1	24	240
7	Jaffna	10	1	22	220
8	Polonnaruwa	10	1	33	330
9	Anuradhapura	10	1	54	540
10	Kandy	10	2	123	1230
11	Kurunegala	10	1	98	980
12	Kegalle	10	1	43	430
13	Galle	10	2	81	810
14	Rathnapura	10	1	109	1090
	Total		16	745	7450

i. Induction Training Programmes for Officers in All Island Services.

SLIDA provides induction training to cadets of the Sri Lanka Administrative Service (SLAS), Sri Lanka Accountants Service (SLAcS), Sri Lanka Planning Service (SLPS), Sri Lanka Engineering Service (SEngS) and other services. In general, they cover subjects such as public administration, financial management, project management, governance, office management, public sector ethics, communication, political, social & economic issues, IT and language skills.

On the successful completion of one-year long Induction Training, the SLAS cadets are awarded with Diploma in Public Administration qualification by SLIDA. This diploma satisfies the requirements outlined in Article 9.1 of the SLAS Service Minute.

SN	Programme	No of Days	No of Participants	No of Participant Days
01	Induction Training Programme for SLAcS	142	83	11786
02	Induction Training Programme for SEngS	10	254	2540
03	Induction Training Programme - Management Assistant Service (Supra Grade) -Batch I	10	88	880
04	Induction Training Programme- Management Assistant Service (Supra Grade) Batch II	10	145	1450
05	Induction Training Programme – SL Translator Service	20	28	560
06	Induction Training Programme– SLAS	97	212	20564
	Total		810	37780



c. In-service Mandatory Capacity Building Programmes for the Sri Lanka Administrative Service Officers

The SLIDA contemplates that enriching and developing the required knowledge, skills and attitudes necessary for career development of the SLAS is one of its core responsibilities. Nurturing a continuous learning culture among the SLAS officers is of paramount importance to ensure an efficient and effective public service.

SLIDA has initiated the Capacity Building Programme with a view to achieve the aforementioned objective and also as a means to meet the mandatory requirements laid down in Article 9.2 (a) of the new Service Minute of the SLAS, that Class I and Class II SLAS officers should follow three training courses and Class III officers should follow five training courses approved by the Secretary to the Ministry of Public Administration. Therefore, SLIDA always takes pride in catering to the needs of SLAS officers, in order to help them to deliver a quality public service while achieving their career development objectives.

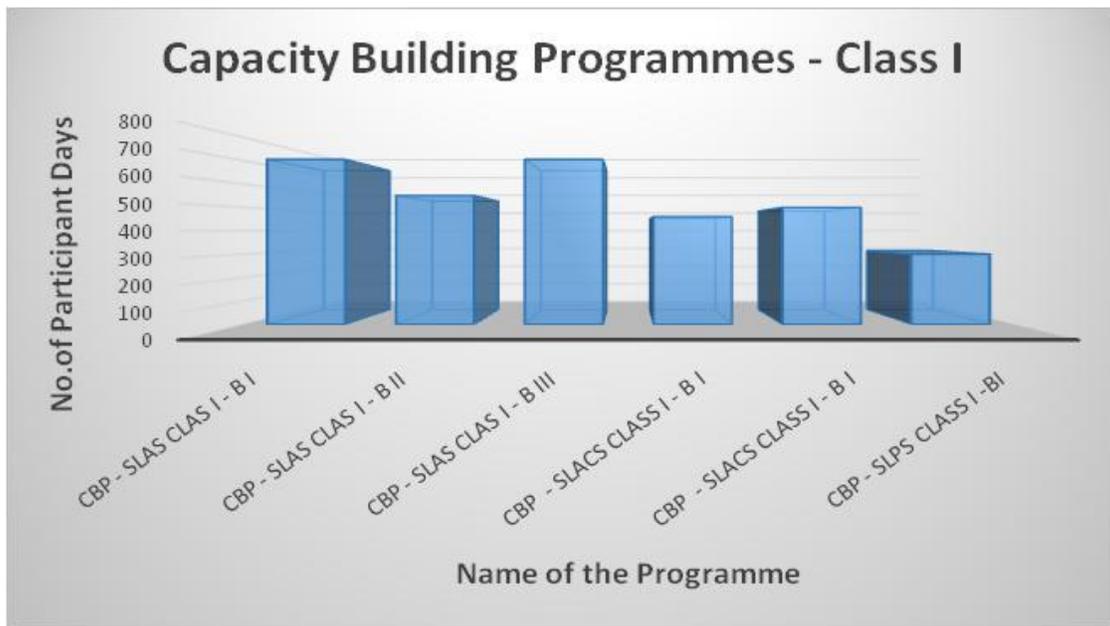
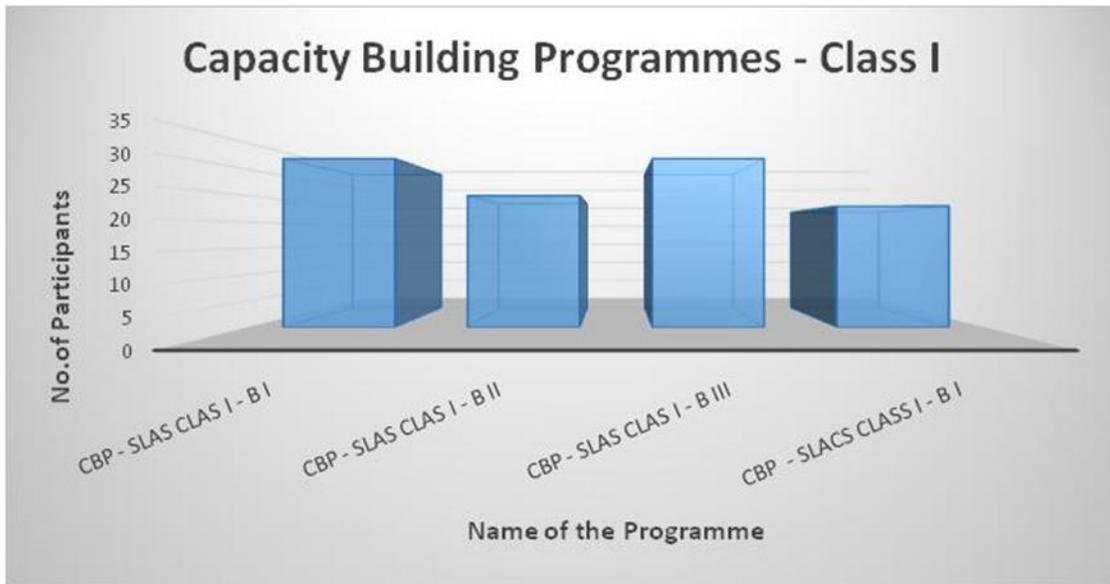
The programme was designed in order to enrich specifically identified behavioral and technical competencies that would be required for effective performance and self-development.

The underlying philosophy of the capacity development programme for SLAS officers is engaging participants in a continuous development process of updating and upgrading knowledge and skills in order to cope up with ever increasing challenges in a rapidly changing environment. The strategy for coping up with the above challenges includes (1) identifying the development needs; (2) taking personal responsibility for own growth; and (3) developing and initiating actions towards achieving the development goals. This programme is only the beginning of a long journey of continuous career development and one of the unique features of the programme is that each participant should formulate a Personal Development Plan at the end of the programme, as a guide to their future career and self-development.

Following Capacity Building Programmes were conducted during the period under review.

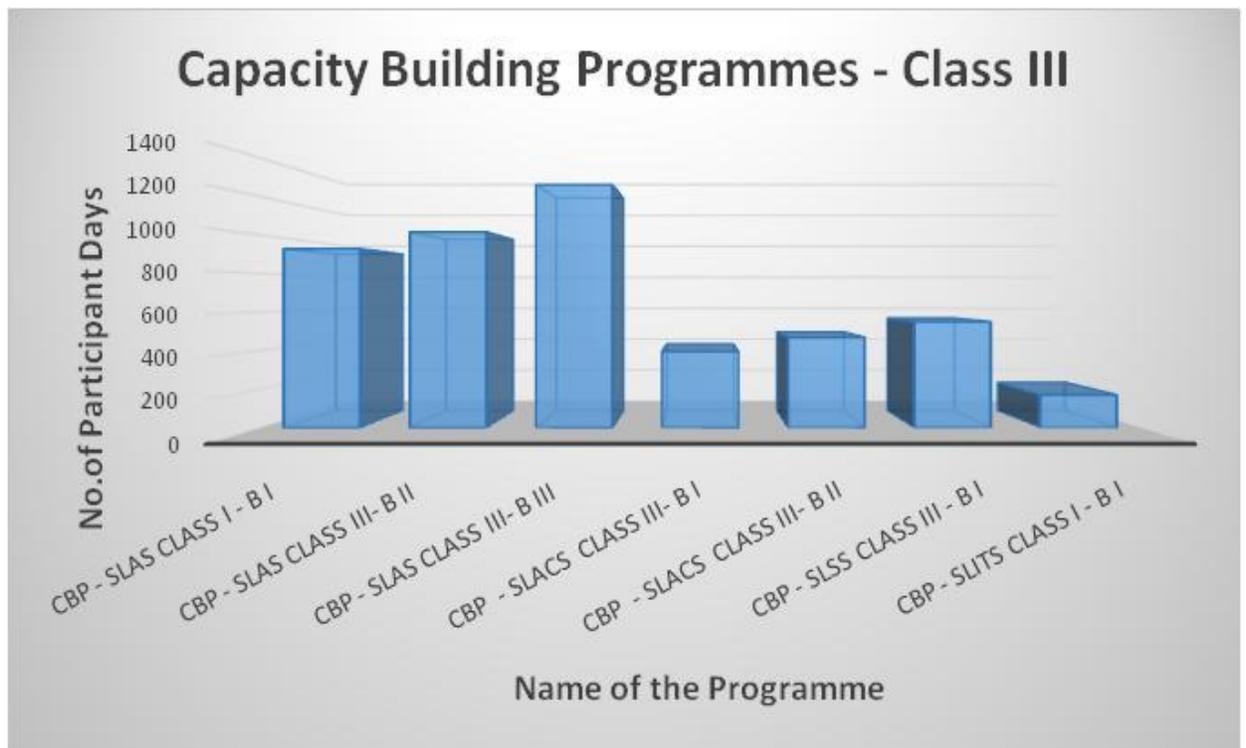
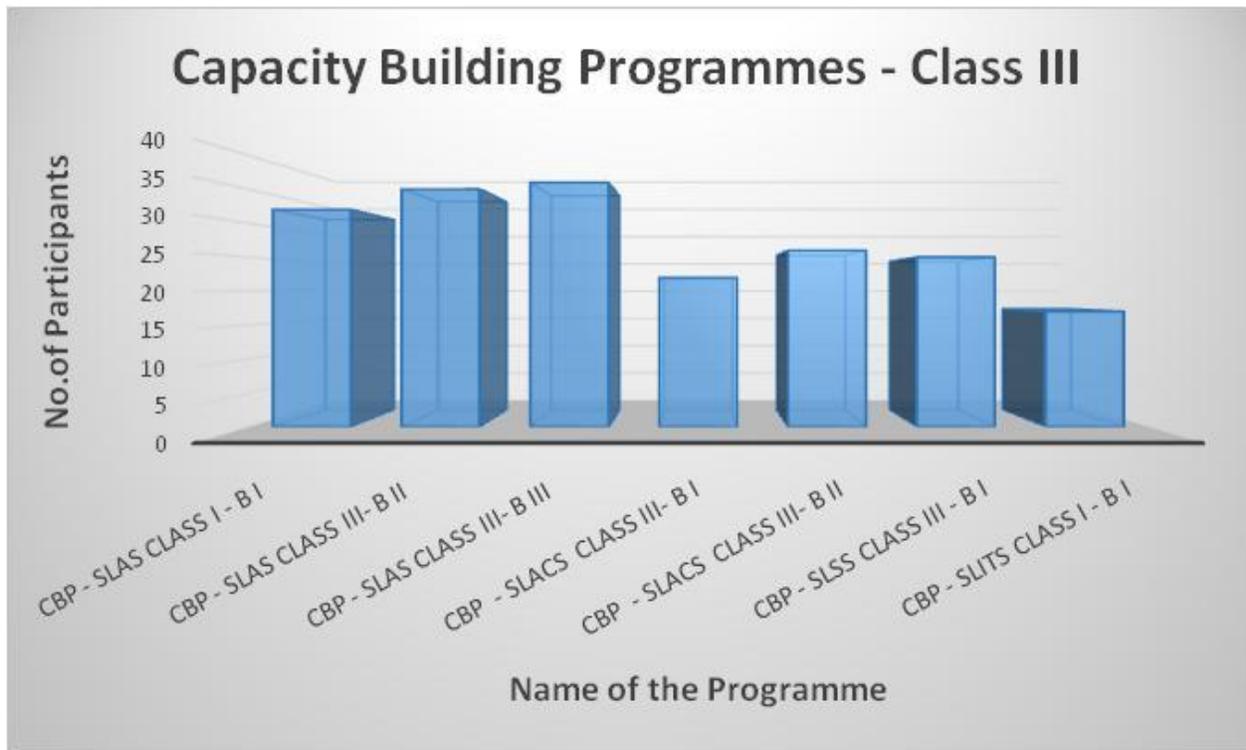
- **Capacity Building Programmes - Class I**

SN	Name of the Programme	Duration	No of Modules	No of Days	No of Participants	No of Participant Days
1	Capacity Building Programme - SLAS (Class I-Batch I)	2016.02.01-2016.03.24 (22 Days)	6	22	32	704
2	Capacity Building Programme - SLAS (Class I-Batch II)	2016.04.04 - 2016.06.23 (22 Days)	6	22	25	550
3	Capacity Building Programme - SLAS (Class I-Batch III)	2016.09.19-2016.12.01 (22 Days)	6	22	32	704
4	Capacity Building Programme - SLAcS (Class I-Batch I)	2016.04.06-2016.06.21 (20 Days)	6	20	23	460
5	Capacity Building Programme - SLAcS (Class I-Batch II)	2016.08.08-2016.11.12 (20 Days)	6	20	25	500
6	Capacity Building Programme - SLPS (Class I-Batch I)	2016.03.28-2016.07.05 (20 Days)	6	20	15	300
	Total				152	3218



- **Capacity Building Programmes - Class III**

SN	Name of the Programme	Duration	No of Modules	No of Days	No of Participants	No of Participant Days
1	Capacity Building Programme - SLAS (Class III-Batch I)	2016.01.25 2016.04.29	11	29	32	928
2	Capacity Building Programme -SLAS (Class III-Batch II)	2016.05.30 2016.08.05	11	29	35	1015
3	Capacity Building Programme -SLAS (Class III-Batch III)	2016.11.21 2018.03.23	13	35	36	1260
4	Capacity Building Programme - SLAcS(Class III-Batch I)	2016.04.07- 2016.06.21	8	18	22	396
5	Capacity Building Programme - SLAcS(Class III-Batch II)	2016.06.09- 2016.08.23	8	18	26	468
6	Capacity Building Programme - SLSS (Class III-Batch I)	2016.04.20- 2016.06.27	7	22	25	550
7	Capacity Building Programme - SLITS (Class I-Batch I)	2016.05.09- 2016.07.04	6	10	17	170
	Total				193	4787



d. Customized Training

SLIDA caters to the training requests of public sector organizations. These are fee-levying programmes.

i. Customized Training (Local)

SN	Client Organization	Field of Training Consultancy	No of Days	No. of Participants	Participants Days
1	Department of Probation & Child Care Services	Training Programme on Communication Skills	2	42	84
2	Police Headquarters	Training Programme on Constitutional of Divisional Procurements Committee for Senior Deputy Inspector General of Police & Deputy Inspector General of Police	2	25	50
3	Ministry of Disaster Management	Training Programme on Office Management & Computer	2 1/2	20	50
4	Ministry of Disaster Management	Training Programme on Office Management & Computer	2 1/2	20	50
5	Ministry of Health - District Hospital Dompe	Computer Training Programme	1	40	40
6	Ministry of Health - District Hospital Dompe	Computer Training Programme	1	40	40
7	Ministry of Women and Child Affairs	Computer Training Programme	2	50	100
8	Department of Cultural Affairs	Training Programme on Leader Ship	5	51	255
9	Central Cultural Fund	Training Programme for Management Assistants (Stores & Supply)	2	23	46
10	Ministry of Education	Training Programme on Assets management and Stock Verification	2	42	84
11	National Police Academy	Training Programme on TOT	5	23	115

12	Department of Wild Life Conservation	Training Programme on Management for Executive Officers	3	31	93
13	Sri Lanka Bureau of Foreign Employment	Training Programme on Office Management & Report Writing for Clerical Grades (SI-SIII)	1	58	58
14	Sri Lanka Bureau of Foreign Employment	Training Programme on Office Management & Report Writing for Clerical Grades (SI-SIII)	1	55	55
15	Sri Lanka Bureau of Foreign Employment	Training Programme on General Behavior & Disciplinary Procedures for Officers in the Office Assistant Service.	1	54	54
16	Ministry of Education	Training Programme on Capacity Building for Assistant Directors	2	42	84
17	Sri Lanka Bureau of Foreign Employment	Training Programme on Office Management Officers in Clerical Grades (SIV-SIV AI)	1	61	61
18	Sri Lanka Bureau of Foreign Employment	Training Programme on Office Management Officers in Clerical Grades (SIV-SIV AI)	1	54	54
19	Ministry of Disaster Management	Training Programme on Microsoft Excel & MS Access	4	20	80
20	National STD/AIDS Control Programme	Training Programme on National Procurement Procedures	3	21	63
21	Sri Lanka Bureau of Foreign Employment	Training Programme on General Behavior & Disciplinary Procedures for Officers in the Office Assistant Service.	1	51	51
22	Postal Management Training College of Sri Lanka	Training Programme on Training of Trainers	4	36	144
23	Sri Lanka Navy Headquarters	Training Programme on Costing & Pricing	1	22	22
24	Coconut Cultivation Board	Training Programme on Management Skills Development for Managers	2	54	108

25	Fairmed Foundation	Training Programme on Project Management	3	8	24
26	National Police Academy	Training Programme on Management & Development	3	48	144
27	Ministry of Foreign Affairs	Training Programme for Public Management Assistants	10	39	390
28	Uva Provincial Department of Education	Training Programme on Preliminary Investigation & Drafting a Charge Sheet	3	40	120
29	Sri Lanka Bureau of Foreign Employment	Training Programme on Office Management for Officers in Clerical Grades (SIV-SIV AI)	1	53	53
30	Sri Lanka Bureau of Foreign Employment	Training Programme on Office Management for Officers in Clerical Grades (SIV-SIV AI)	1	57	57
31	Employees Trust Fund Board	Training Programme on Management	2	40	80
32	National Gem & Jewellery Authority	Training Programme on Financial Regulations and Establishments Code	2	34	68
33	ACTED Sri Lanka Country Office	Training Programme on Training of Trainers	5	19	95
34	ACTED Sri Lanka Country Office	Training Programme on Training of Trainers	5	29	145
35	Auditor General Department	Training Programme on Procurement Management and Control Administration	2	40	80
36	Auditor General Department	Training Programme on Procurement Management and Control Administration	2	40	80
37	Police Headquarters	Training Programme on Constitutional of Divisional Procurements Committee for Senior Superintendent of Police	2	28	56
38	National STD/AIDS Control Programme	Workshop on Financial Management for Foreign Funded Projects	3	10	30
39	Zonal Education Office- Piliyandala	Training Programme for Officers of Zonal Education Office	2	46	92

40	District Secretariat - Puttalam	Training Programme on Public Procurement Procedures	2	31	62
41	Health Education Bureau	Training Programme on Emotional Intelligence for Work-life Success	2	33	66
42	Ministry of Skills Development and Vocational Training	Training Programme on Capacity Development in Procurement	5	36	180
43	ADB/ Mahaweli Project	Training Programme on MS Package Skills Improvement	3	10	30
44	Negambo Zonal Education Office - Katunayaka	Training Programme on Education Management	3	14	42
45	Zonal Education Office- Piliyandala	Training Programme for Officers of Zonal Education Office	2	45	90
46	Agriculture and Agrarian Insurance Board	Training Programme on Office Systems and Accounting Systems for Management Assistants	2	84	168
47	National Institute of Traditional Medicine	Training Programme on Training of Trainers	5	12	60
48	Sri Lanka Bureau of Foreign Employment	Training Programme on Basic Office Management	1	52	52
49	Sri Lanka Bureau of Foreign Employment	Training Programme on Basic Office Management	1	51	51
50	Disaster Management Centre	Training Programme on Disaster Risk Management	3	38	114
51	Vocational Training Institute	Training Programme on Soft Skills for Instructors	2	26	52
52	Vocational Training Institute	Training Programme on Soft Skills for Instructors	2	26	52
53	Vocational Training Institute	Training Programme on Soft Skills for Instructors	2	24	48
54	Vocational Training Institute	Training Programme on Soft Skills for Instructors	2	33	66
55	Zonal Education Office- Piliyandala	Training Programme for Officers of Zonal Education Office	2	50	100
56	Agriculture and Agrarian Insurance Board	Training Programme on Office Systems and Accounting Systems for Management Assistants	2	47	94

57	Agriculture and Agrarian Insurance Board	Training Programme on Office Systems and Accounting Systems for Management Assistants	2	16	32
58	National Library and Documentation Services Board	Training Programme for Junior Office Staff	2	33	66
59	Sri Lanka Bureau of Foreign Employment	Training Programme on Individual Decision Making and Time Management	1	33	33
60	Sri Lanka Bureau of Foreign Employment	Training Programme on Individual Decision Making and Time Management	1	33	33
61	Central Provincial Council	Training Programme on Capacity Development for Officers and Principals	5	41	205
62	Department of Divinaguma Development	Training Programme for Audit Officers	3	44	132
63	Lanka Hospital	Training Programme on Management Skills for Middle Level Managers	10	22	220
64	Coconut Cultivation Board	Training Programme for Junior Managers	2	65	130
65	Negambo Zonal Education Office - Katunayaka	Training Programme for Principals	2	40	80
66	Zonal Education Office-Gampaha	Training Programme on Education Management	4	15	60
67	Health Education Bureau	Training Programme on Emotional Intelligence for Work-life Success	2	34	68
68	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	29	29
69	Vocational Training Institute	Training Programme on Soft Skills for Instructors	2	21	42
70	Vocational Training Institute	Training Programme on Soft Skills for Instructors	2	22	44
71	Ministry of Skills Development and Vocational Training	Training Programme on Capacity Development in Procurement	5	22	110
72	Ministry of Foreign Affairs	Training Programme on Attitudes Development	1	33	33

73	Ministry of Foreign Affairs	Training Programme on Attitudes Development	1	29	29
74	Department of Motor Traffic	Training Programme on Customer Care	2	30	60
75	Ministry of Provincial Council and Local Government	Induction Training Programme for Management Assistants	10	35	350
76	Ministry of National Policies and Economic Affairs	Training Programme on Office Systems and Filing Systems	1	30	30
77	Department of Agrarian Development	Training Programme on Procurement	1	60	60
78	Lanka Hospital	Training Programme on Management Skills for Middle Level managers	10	22	220
79	Department of Divinaguma Development	Training Programme for Audit Officers	1	25	25
80	Department of Divinaguma Development	Training Programme for Audit Officers	3	46	138
81	Department of Divinaguma Development	Training Programme for Audit Officers- Tamil	3	62	186
82	Sri Lanka Bureau of Foreign Employment	Training Programme on Counseling and Financial Regulation	1	44	44
83	Sri Lanka Bureau of Foreign Employment	Training Programme on Counseling and Financial Regulation	1	16	16
84	Negambo Zonal Education Office - Katunayaka	Training Programme for Principals	2	38	76
85	Negambo Zonal Education Office - Katunayaka	Training Programme for Principals	2	30	60
86	Ministry of Home Affairs	Training Programme for Administrative GramaNiladari	4	49	196
87	Ministry of National Policies and Economic Affairs	Training Programme on Office Systems and Filing Systems	2	41	82
88	Ministry of National Policies and Economic Affairs	Training Programme on Office Systems and Filing Systems	2	38	76

89	Disaster Management Center	Training Programme on Usage of GIS Application for Disaster Risk management	2	22	44
90	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	28	28
91	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	35	35
92	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	28	28
93	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	35	35
94	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	28	28
95	Sri Lanka Bureau of Foreign Employment	Training Programme on Understanding Team Work and Organizational Behavior	1	23	23
96	Ministry of Agriculture	Training Programme on Productivity Development	1	35	35
97	Ministry of Education	Training Programme on Vehicle Management System	1	10	10
98	Ministry of Health, Indigenous Medicine and Probation and Child Care Services - Northern Province	Training Programme on Vehicle Management System	1	25	25
Total				3445	7938

ii. Customized Training (Foreign)

The following foreign institutions have obtained training at SLIDA in 2016.

SN	Client Organization	Field of Training Consultancy	No. of Participants	No of Days	Participant Days
1	Department of Animal Production and Health - Malaysia	Foreign Training Programme for Teaching Staff	17	14	238
2	The Government of West Bengal in India	Training Programme for Officers of the Indian Administrative Service to Sri Lanka for Induction Training	38	5	190
3	Dr. MCR Human Recourse Development Institute - Government of Telangana Hyderabad India	Induction Training Programme for Officers of the Indian Administrative Service Sri Lankan phase.	61	5	305
4	Government of Hyderabad India	Induction Training Programme for Indian Administrative Service Officers	32	5	160
5	Government of Hyderabad India	Induction Training Programme for Indian Administrative Service Officers	32	5	160
6	Government of Kerala India	Induction Training Programme for Indian Administrative Service Officers	36	5	180
7	National Institute of Policy & Strategic Studies of Nigeria	Training Programme on Strengthening Institutional Mechanisms for Poverty Reduction and Inclusive Development	13	5	65
8	New Horizons-Education, Training and Research Institute of New Zealand	Capacity Development Training Programme on Strategic Management and Leadership for Senior Officers of Ministry of Sports	29	8	232

9	Government of West Bengal, India	Induction Training Programme for Indian Administrative Service Officers	32	5	160
10	Government of West Bengal, India	Induction Training Programme for Indian Administrative Service Officers	32	5	160
Total			322		1850

e. Management Consultancies

Another key function of SLIDA is to provide management and organizational development consultancy services to public sector organizations in order to enhance the performance of their personnel.

Public sector organizations including Corporations and Boards seek the services of SLIDA for preparation of Corporate Plans, HRD Plans, Performance Appraisal Schemes, Incentive Schemes, Cadre Assessments, and Restructuring Organizations etc.

The details of consultancies undertaken during 2016 are:

SN	Name of the Management Consultancy	Name of the Client Organization	Progress
1	Expansion of Online Document Approval System	National Gem and Jewelry	Final Report has to Prepare
2	A proposal for improving the organizational structure Management System and processes	Ministry of Healthcare & Nutrition	Final Report has to Prepare
3	Implement a Computer Software	Official Language Commission	Ready to install System
4	Preparation of a Procedure Manual	Jem & Research and Training Institute	Completed
5	Preparation of a Website	Kotte Municipal Council	in progress
6	Department of Community Based Corrections	Preparation of Webpage	in progress
7	Development of a National Policy Frame Work on General Education in Sri Lanka	National Education Commission	Completed
8	Prepared a Administration Code	Vocational Training Institute of Sri Lanka	in progress
9	Preparation of Report for Management Assistant	Forest Department	Completed

10	Preparation of Performance Improvement Strategic Plan	Sri Lanka Institute of Tourism & Hotel Management	in progress
11	Preparation of Project Evaluation	National Committee on women	Completed
12	Amendment of Corporate Plan	National Youth Services Council	Completed
13	Review of HRM Policy & Development of HRM Strategy	Sri Lanka Export Development Board	in progress
14	Airport and Aviation Services (Sri Lanka) Ltd	Proposal for a Management Study	in progress

f. Special Workshops and Seminars

Following workshops and seminars on the following topics have been arranged by SLIDA for the public sector officials of different disciplines.

- Workshop on Contribution Pension Scheme
- Role of Public Servant in Good Governance
- Workshop on Development of Monaragala District
- Seminar on “The Role of Public Servant in Implementing Budget Proposals of 2017”
- Seminar on “The Role of Public Servant in Implementing the right to information Act”

9.2 . School of Postgraduate Studies (SPS)

There were 89 participants eligible to enroll in the academic year 2015-2017 for the MPM programme. Following were the programs conducted by the Institute in the year 2016.

Programmes conducted by the School of Postgraduate Studies (SPS)

	Programme (Completed in 2015)	No. of Participants (Average)
1	Master of Public Management 2013 - 2015 (Weekday)	44
2	Master of Public Management 2013 - 2015 (Weekend)	23
	Programme (ongoing)	-
3	Master of Public Management 2014 –2016 (Weekday)	53
4	Master of Public Management 2014 – 2016 (Weekend)	36
5	Master of Public Management 2015 - 2017 (Weekday)	54
6	Master of Public Management 2015 - 2017 (Weekend)	25

No of participants - Average (at starting + present no) / 2

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Programmes conducted by the School of Postgraduate Studies (SPS) -2016

	Programme (ongoing)	No. of Programmes Conducted 2016	No. of Participants 2016	No. of Days Conducted 2016 (09 hours per day)	No. of Participant Days 2016 (09 hours per day)	No. of Participant Days 2016 (06 hours per day)
1	Master of Public Management 2013-2015 (Weekday)	01	41	15	615	922.5
2	Master of Public Management 2013-2015 (Weekend)	01	21	15	315	472.5
3	Master of Public Management 2014-2016 (Weekday)	01	53	43	2279	3418.5
4	Master of Public Management 2014-2016 (Weekend)	01	36	42	1512	2268
5	Master of Public Management 2015-2017 (Weekday)	01	52	35	1820	2730
6	Master of Public Management 2015-/2017 (Weekend)	01	27	35	945	1417.5
	Total	6	230	185	7486	11229

*Average No of participants (at starting + present no)/ 2

Comparison with previous years

	Programme (ongoing)	No. of Programmes	No. of Participants	No. of Days Conducted (09 hours per day)	No. of Participant Days (09 hours per day)	No. of Participant Days (06 hours per day)	Comparison with previous year	Percentage (%)
1	Master of Public Management -2010	07	231	254	6511	9766.5		
2	Master of Public Management -2011	08	205	243	7386	11079.0	Increase	13 %
3	Master of Public Management -2012	07	224	193	7474	11211.0	Increase	01 %
4	Master of Public Management -2013	06	235	183	6872	10308.0	Decrease	08 %
5	Master of Public Management -2014	06	185	188	5653	8479.5	Decrease	21%
6	Master of Public Management -2015	06	207	232	7897	11845.5	Increase	39%
7	Master of Public Management -2016	06	230	185	7486	11229.5	Decrease	5.4%

9.3 Centre for Information Technology

The objective of this Centre is to support public sector organizations to develop their ICT capabilities through training and consultancy services. All the training courses conducted and consultancy services offered by the center were aimed to achieve this objective.

Diploma in Information Technology is one of the special programmes that the Center conducts to improve essential IT skills of the public sector Executives. Among other programmes, SLIDA Computer Driving Licenses, was a training programme specifically designed to improve the ICT literacy of public officers ranging from management categories to non-managerial categories. SLIDA Computer Driving License programme was conducted at SLIDA Regional Distance Learning Centers.

During the year under review, the Centre conducted twenty seven scheduled training and Induction training programmes, ten customized training programmes the details of which are given in tables below. On-line examinations have been conducted for the participants of SLIDA Computer Driving License Programs conducted by District Training Centers as shown in the table below Also the Center has completed five software developments for SLIDA and Public Sector organizations in 2016.

One of the important achievements of the IT Center was the establishment of an online application processing system for external examinations conduct by SLIDA. Another development worth to mention here is the establishment of an online Attendance Management System for SLIDA. This system facilitates SLIDA staff to obtain their attendance details in real time. It also provides necessary administration reports such as attendance summary reports and overtime and incentive calculation reports etc. This system is enabled with required functionalities such as SLIDA employee attendance system, MPM participants attendance system etc.

Table 1: Short Term and Long Term Training Programs conducted by the Center for Information Technology

No	Name of the Programme	No of Days	No of conducted Programmes	No of Participants	No of Participant days
1.	Capacity Building –Scientific service (Class111)(Digital Off.Mgt)	04	01	24	96
2.	SLIDA Certified M/A Preparatory Pro.-Word Processing	08	01	07	56
3.	VMS Software Training	02	02	15	30
4.	E-Governance & Security	02	04	78	156
5.	Induction Training -SLES	90	06	250	22500
6.	Capacity Building –IT service	02	01	15	30
7.	Capacity Building –SLAS (Class 1) (Module on E-Governance)	03	01	35	105
8.	Computer Application for Administrative Officers	07	01	20	140
9.	SLAS Induction Training (Module on E-Governance)	05	05	161	805
10.	Advanced Word Processing and Data Analysis	05	02	25	125
11.	Certificate in SLIDA Computer Driving License	10	02	34	340
12.	Diploma in Information Technology	28	01	18	504
13.	Resource Sharing & Secure Networking (Virtual)	02	02	22	44
14.	Higher Diploma in SLIDA Certified Management Assistant Preparatory Programme - Internet & Email	02	01	21	41
	Total	170	30	725	24972

Table 2: Customized Training Conducted by the Center for Information Technology

No	Organization & Programme	No of Days	No of conducted Programs	No of Participants	No of Participants days
1.	HHIMS Programme for the Ministry of Health (W/P)	01	02	100	100
2.	ICT Applications –My. of Disaster Management	2.5	02	36	90
3.	MS- EXCEL - NDRC	5	01	20	100
4.	Vehicle Management System-My.of Education	01	01	10	10
5.	Vehicle Management System-My.of Health (Northern Province)	01	01	25	25
6.	Master of Public Management WD & WE	15	02	78	1170
7.	T7Training Programme on ICT Literacy Improvement for officers of the Mahaweli Water Security Investment Program	10	01	18	180
	Total	35.5	10	287	1675

Table 3: Online Examinations conducted by the Center for Information Technology**SLIDA Computer Driving License**

No.	Centre	No. of Examinations	No. of Candidates
1.	Badulla	2	107
2.	Kurunegala	2	45
3.	Hambantota	1	46
4.	Certificate in SLIDA Computer Driving License - for Esoft	1	62
	Total	6	260

Table 4: Other online examinations conducted by the Center for Information Technology

No.	Centre	No. of Examinations	No. of Candidates
1.	Diploma in Information Technology - Batch 28	01	24
2.	Training Programme on ICT Literacy Improvement for officers of the Mahaweli Water Security Investment Program	01	18
3.	Higher Diploma in SLIDA Certified Management Assistant	03	211
Total		05	253

Table 5: Software development (In house) completed during the year 2016

No	Name of the software	Name of the client
1.	Course and Lecturer Evaluation System (Graphical)	SLIDA
2.	Revised Online Admission Processing System for Examinations	SLIDA
3.	Examination Management System	SLIDA
4.	Revamping of SLIDA Web	SLIDA
5.	SLIDA Human Resource Management System	SLIDA
6.	Website for Department of Community Based Corrections	Dept. of Community Based Corrections

9.4 Dr. H.S. Wanasinghe Library & Information Service

Introduction-

The SLIDA Library caters for information requirement of the faculty member, public/private sector officers, researchers. With a wide range of updated book stock, the library has been enriched especially in the fields of public administration and management and the related areas of study to meet the learning needs of users. Coverage of main subjects are Public Policy, Good Governance, Personality Development, Economic Development & Planning, Environment Management, Performance Improvement, Productivity, Project management, Strategic Management, Human Resources management, Globalisation, Privatisation, e-Governance and e-Business. . As a special activity, the library organizes seminars and special lectures especially for public servants.

The total number of books in the inventory at the end of year 2016 stood at 31760. In this respect 608 new texts and other books have been received as donations and compliments during 2016, which strengthen the Library book stock.

About 15000 users had used the library for references, e-printing, photocopying and get other information and services.

The Library collection -Covered by Subject Areas-2016

Table 04

Subject	No. of Books
Psychology	17
Research Methodology	20
Social Sciences	7
Statists	5
Polities	28
Economics	44
Public Finance	5
Management of Economic	1
Law	21
Public administration	17
English	35
Environment Management	38
Management of Economic	29
Strategic management	5
Organization Behavior	7
Office Management	9

Leadership	5
Accountancy	13
Auditing	7
Project Management	7
Financial management	9
Human Resource management	10
Training Development	12
Marketing	7
Information Technology	15
Fiction (Sinhala/English)	150
Library and Information Science	10
Others	71
Total	604

Periodical Accession Register

Acquisition of the total number of periodical volumes during 2016 is 131.

List of the periodical title-2016

Periodical Name	Number
The Economist	6
පරිගණක	7
Public Administrative Review	1
International Journal of Public Administration	6
Development and Challenge	1
Harvard Business Review	7
Fortune	12
Time	72
Sri Lanka Journal of Management	1
International labor Review	2
World bank Research Digest	3
Experience Singapore ES	11
Asia-Pacific Population Journal	1
Pakistan Journal of Applied Economics -PJAE	1
Total	131

There are some journals periodicals, SLIDA publications, government publications & other publications acquisitioned to the main accession register as additions to the Library. The total number of those collections is 183. In addition CD/DVD were also acquisitioned to the library in 2016.

Special Programmes

The SLIDA Library also organized a music therapy programme named “*Geethayak Samaga Sendewak*” with Visharada Dimithra Rathnayaka and reader appreciation programme named “*Pothak Smaga Sendewak*” with Nishantha Kamaladasa and Prof.RohanSamarajeewa, Dr.Vinya Ariyaratna and Dr.WeerakonWijewardhana.

9.5 Examination Division

The SLIDA's Examination Unit conducts Efficiency Bar Examinations of All Island Services and Language Examinations, in addition to the examinations of its own training courses.

<i>S/N</i>	<i>Internal Examinations</i>	<i>Month held</i>	<i>Number of Participants</i>
01	Diploma in Public Procurement and Contract Administration (DIPPCA) (Module 06)	Jan	35
02	DIPPCA (Module 07)	Mar	36
03	DIPPCA (Module 08)	Jun	35
04	2014/2016 Semester III	May	90
05	2013/2015 Semester VI	Jun	70
06	MPM Repeat Examination	Jun	12
07	DIPPCA (Module 09)	Jun	37
08	Office Management 2016 Batch	Jul	35
09	Induction Training - Sri Lanka Scientific Service	Jul	45
10	SLIDA Certified Management Assistants	Jul	200
11	Diploma in Stores Management	Jul	36
12	Diploma in Office Management 2013/2014 - Repeat	Aug	7
13	Diploma in Supplies & Materials Management	Aug	30
14	Induction Training - 2016 - Sri Lanka Administration Service	Nov	212
15	Induction Training - Translators Service	Dec	212
16	Diploma in Office Management - 2016	Oct	45
17	Diploma in Stores Management- Module 2	Nov	36
18	Diploma in Employee Service -KKS	Nov	36
19	Diploma in SLIDA Certified Drivers	Nov	35
20	Higher Diploma in SLIDA Certified Management Assistant	Nov	49
21	DIPPCA (Module 03)	Dec	465
22	MPM 2015-2017 Semester II	Nov	60
23	DIPPCA (Module 06)	Dec	80

Total Number of Candidates* 1474

External Examinations

S/N	Month	No of Examinations Held	No of Candidates
01	January	25	453
02	February	8	481
03	March	23	2274
04	April	13	462
05	May	03	183
06	June	13	925
07	July	16	1158
08	August	07	244
09	September	08	614
10	October	21	1910
11	November	17	696
12	December	20	1080
*Total		174	10480

9.6 Centre for Language Studies

SLIDA's Center for Language Studies conduct Diploma in English for Professional which is conducted in two levels.

01. Diploma in English for Professionals- 2016

	Batch	Course Duration (hrs)	Participants
Level II	Batch 87 (Saturday)	72	34
	Batch 88 (Sunday)	78	45
	Batch 89 (Monday / Wednesday)	72	26
	Batch 90 (Tuesday / Thursday)	72	25
	Batch 91 (Saturday)	78 included 6 hr Revision	90
	Batch 92 (Sunday)		
	Batch 93 (Tuesday / Thursday)	84 included 6 hr Revision	
Level III	Batch 87 (Saturday)	114 included 6 hr Revision	30
	Batch 88 (Sunday)		
	Batch 89 (Monday / Wednesday)	114 included 6 hr Revision	
	Batch 90 (Tuesday / Thursday)		
	Batch 91 (Saturday)	114	62
	Batch 92 (Sunday)		
	Batch 93 (Tuesday / Thursday)		

SLIDA's Diploma in English and Certificate Course in English for Employment Purpose are popular among the public sector officials.

02. SLIDA Diploma in English – 2016 1st Intake

	Course Duration (hrs)	Participants
Level I	60 (Saturday)	31
	60 (Sunday)	25
	60 (Monday/Wednesday)	11

03. Certificate Course in English for Employment Purpose (CEEP) – Batch 11

Level	Course Duration (hrs)	Participants
Preliminary Level	72 (Sunday)	25
Intermediate Level	72 (Sunday)	33
Higher Level	72 (Sunday)	52

04. Certificate Course in English for Employment Purpose (CEEP) – 2016 1st Intake

Level	Course Duration (hrs)	Participants
Preliminary Level	72 (Sunday)	20
Intermediate Level	72 (Sunday)	55
Higher Level	72 (Sunday)	40

10. Improvement to Infrastructure Facilities

During the last few years, there has been a marked increase in the number of trainees who obtained its training and capacity development services. In order to maintain the quality of service delivery, the following activities were initiated during the year 2016.

No	Sub Activities	Amount Rs.
1	Hostel Upgrading (Tilling 28 Rooms and Supply and Fixing 47 Doors)	4,091,527.18
2	Renovation of Faculty floor area	3,394,424.29
3	Renovation of School of Postgraduate Studies	1,380,454.20
4	External Wall Painting of the Main Building at SLIDA Including Replacing Damaged Clay Tiles on the walls	2,978,728.20
5	Purchase of Furniture for School of Postgraduate Unit	1,523,190.35
6	Purchase of heavy duty Sweeper (2 Nos.)	1,108,419.00
7	Purchase of Printers and fax (05 Nos.)	233,285.00
8	Supply & Fabricating for Steel Racks, Pallet, Trollies for Cafeteria	651,000.00
9	Computers (55 Nos.)	7,024,690.00
10	Purchase of Laptop Computers (02 Nos.)	429,800.00
11	Extension of Cafeteria (Two Stored)	10,999,750.94
12	Supply & Fabricate of Steel Roof for Executive Staff Quarters Building	461,780.00
13	Supply, Installation & Commissioning of Solar Power System	12,000,000.00
14	Supply & Installation of Network Cable & Network Switches	5,494,529.60
15	Supply & Installation & Commissioning of CCTV System	3,998,900.00
16	Purchase of Books & E - Materials	423,998.06
17	Renovation of Quarters Building	899,006.00
18	Timber Cupboard for Main Building	843,350.00

19	Purchase of Subwoofer 10 Nos., Wi - Fi Access Point 03 Nos. and etc.	356,875.81
20	Supply and Fabricating of Compost Manufacturing Storage 06 nos.	204,000.00
21	Purchase of Multiparty Session Key for Video Conferencing System	280,000.00
22	Renovation of Hostel Building Room 301 - 306	973,806.00
23	Water Proofing Roof - Hostel	126,490.00
24	Spray Painting work of Metallic Chairs and Tables SLIDA	155,980.00
25	Steel Fabricating work (Generator room, Programme Division Record room and Steel roof for main Building water tank)	352,206.00
	Total Amount Rs.	60,386,190.63

11. Report of Audit and Management Committee

The Audit and Management Committees (AMC) was formed in terms of PED/12 Para 7:4:1 to assist the Governing Council in the supervision of the affairs of SLIDA and to ensure the integrity of the institutional financial statements and the procedures of the institute.

The AMC's responsibilities include:

- Monitoring the integrity of the financial statements and formal announcements relating to financial performance and reviewing significant reporting judgments.
- Reviewing the accounting principles, policies and practices which have been adopted by the institute in the preparation of the Annual Financial Statements, financial reporting issues and disclosures in financial reports.
- Reviewing and monitoring the effectiveness of the institute's internal control and risk management systems, including reviewing the process for identifying, assessing and reporting key risks and control activities.
- Approving the internal audit plan and reviewing regular reports on the effectiveness of the internal control system.
- Reporting to the Governing Council any matters which have been identified that the Committee need to be considered, actioned or improved upon.
- Review with management, procedures relating to financial controls, including internal audit plans and reports. Review with external auditors, the scope and results of their audit.

The formal role of the SLIDA Audit and Management Committee (AMC) is to support the Governing Council by monitoring the implementation of the decisions and processes designed to ensure the integrity of financial reporting and robust systems of internal control and risk management. The AMC currently consists of four members.

During the financial year ended 31st December 2016, four (04) meetings of Audit and Management Committee were held and they periodically discussed the weaknesses of the accounting system and management issues. The members of the Management Committee attended the meeting of the

Governing Council upon invitation to brief the Governing Council on specific issues, weaknesses of the Accounts systems, SLIDA Procedures and Policies revealed by the Government Audit and Internal Audit.

In accordance with detail activities which consist of the rules and procedure of SLIDA and the Government regulations covering accounting and financial activities, the AMC reviewed the financial statements of the institute to ensure its conformity to the AR & FR, SLIDA regulations as observed by the Auditor General.

During the year 2016, the following key agenda items were discussed by the AMC.

01st Meeting – 2016/01 (30.03.2016)

- Compliance Report related to previous meetings. (2015/04)
- Six audit queries raised by the Government Audit and two audit queries raised by the Internal Audit and replies given by the SLIDA management.
- Assets Register – 2014
- Computer Assets Register

02nd Meeting – 2016/02 (12.07.2016)

- Compliance Report related to previous meetings. (2016/01)
- Board of Survey Report
- Four audit queries raised by the Government Audit and three audit queries raised by the Internal Audit.

03rd Meeting – 2016/03 (22.10.2016)

- Compliance Report related to previous Audit and Management Committee meeting. (2016/02)
- One audit query raised by the Government Audit and four audit queries raised by the Internal Audit and replies given by the SLIDA management

04th Meeting – 2016/04 (23.12.2016)

- Compliance Report related to Internal and Government Audit Queries and the discussions at the previous meeting.
- Reviewed the Budget estimates for the year 2017
- Reviewed the Procurement Plan for the year 2017.
- Reviewed the 2017 Internal Audit Plan.
- Four audit queries raised by the Government Audit and replies given by management.

Both the external and internal audit functions play a critical role in contributing to the integrity of the audited financial information. Accordingly, it is important that they are overseen and evaluated effectively by the Audit Committee at least quarterly. The SLIDA'S line Ministry, the Ministry of Public Administration & Management and the Treasury need the assurance that the institute's audit functions are effective and have been robustly evaluated. The scope of the evaluations should encompass all relevant issues including:

1. Quality of work undertaken during the evaluation period.
2. Calibre and experience of audit personnel.
3. The appropriateness of its reporting line in respect of Government and Internal Audit.

Hence, the Committee reviewed the existing systems, procedures, any deviations and submitted suggestions to improve the existing systems to the Governing Council for its approval from time to time. The Committee reviewed the queries raised by the Auditor General and the replies given by the relevant divisions. Matters were discussed with relevant Heads of Divisions in order to ensure correct implementation and avoid repetition of such errors.

**Chairman
Audit and Management Committee**

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
STATEMENT OF FINANCIAL POSITION
AS AT 31ST DECEMBER 2016

	Notes	2016 Rs.cts	2015 Rs.cts
ASSETS			
Current Assets			
Bank Balances	03	60,174,245.55	23,491,816.73
3 Months Deposits	04	248,069,033.43	209,212,169.09
Receivables	05	46,177,612.55	40,649,948.22
Stock in Hand	06	3,382,999.45	3,731,210.09
Pre Payments	07	2,962,861.70	1,820,684.91
Advances	08	1,138,741.99	-
Staff Loans	09	14,291,849.81	12,744,724.99
		376,197,344.48	291,650,554.03
Non - Current Assets			
Property Plant and Equipment	10	403,822,196.37	382,830,316.24
Gratuity Fund Investment	11	28,522,408.40	26,315,591.47
Deposit Account	12	1,299,500.00	1,271,500.00
		433,644,104.77	410,417,407.71
TOTAL ASSETS		809,841,449.25	702,067,961.74
LIABILITIES			
Current Liabilities			
Deposits Payable	13	50,620,174.65	24,597,390.63
Receipts in Advance	14	138,510,095.33	163,846,995.92
Accrued Expenses	15	7,828,233.88	11,225,495.13
Provision for uncertain Receivables		1,745,050.00	594,950.00
		198,703,553.86	200,264,831.68
Non - Current Liabilities			
Distance Learning Center Ltd	16	26,480,941.38	28,136,000.21
Provision for Gratuity	17	29,107,585.00	31,026,863.25
		55,588,526.38	59,162,863.46
TOTAL LIABILITIES		254,292,080.24	259,427,695.14
NET ASSETS		555,549,369.01	442,640,266.60
NET ASSETS/EQUITY			
Deferred Income - Treasury Grant		478,753,816.81	441,126,297.39
Other Reserves - Assets			
Revaluation Reserves	18	12,015,807.00	12,015,807.00
Accumulated Surplus / Deficit	19	64,779,745.20	(10,501,837.79)
TOTAL NET ASSETS/EQUITY		555,549,369.01	442,640,266.60

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	2016 Rs.cts	2015 Rs.cts
Revenue			
Contribution from the Treasury	20	158,292,480.58	141,405,459.68
Other Revenue			
Course Fee	21	5,312,052.20	6,338,850.00
Hire of Halls		4,342,900.00	4,163,000.00
Sale of Publications		1,417,174.00	1,859,817.50
Income on deposits	22	23,820,433.69	4,933,196.01
Interest from Loans		557,637.75	566,344.08
Rent	23	11,773,851.51	13,609,197.70
Lease Rent		1,655,058.83	1,655,058.83
Donation		-	41,770.50
School of Post Graduate Studies		24,217,500.00	18,796,500.00
Language Programme		12,493,451.36	12,092,050.00
Consultancies	24	113,014,845.55	81,023,052.69
Sundry Income	25	7,590,191.33	17,569,603.58
Total Revenue		364,487,576.80	304,053,900.57
Expenses			
Personal Emoluments	26	90,032,742.51	92,050,485.01
Staff Welfare	27	3,276,757.46	3,491,908.04
Traveling Subsistence & Allowances	28	1,706,344.54	6,885,148.16
Utility & Other Services	29	33,621,629.73	33,298,231.57
Transportation	30	5,399,301.19	3,797,807.19

Repair & Maintenance of Fixed Assets	31	11,116,306.76	8,296,658.84
Supplies & Requisites	32	8,680,881.14	11,812,692.05
Financial Charges	33	3,795,310.06	2,398,379.67
Library Services	34	395,959.03	746,087.47
Training & Evaluation	35	15,398,472.29	16,758,366.85
Publication & Information Services	36	485,364.90	1,390,785.59
Foreign Training & Study Tours		-	18,208,010.97
Depreciation	37	36,174,757.79	35,279,314.73
School of Post Graduate Studies	38	10,133,163.48	6,905,255.06
English Programme	39	3,112,662.64	5,245,700.24
Consultancies	40	64,311,155.35	53,445,511.10
losses & write off		-	4,545,853.39
Provision of Gratuity		915,984.75	7,572,508.37
Provision for Uncertain Receivables		1,150,100.00	-
Publications Expenses		705,461.00	1,723,411.50
Total Expenses		290,412,354.62	313,852,115.80
Surplus/ (deficit) for the period		74,075,222.18	(9,798,215.23)