

Preface

I am pleased to submit the Annual Report of the Department of Labour for year 2010. In the process of maintaining industrial peace, special attention was diverted to strengthen the District Administration mechanism during the relevant period. Progress operation activities hitherto conducted only under the supervision of the Head Office, was decentralized to Divisional level which resulted in the enhancement of the quality of labour inspections.

During the year, 9 strikes in the estate sector and 6 in other establishments were experienced which resulted in the loss of 25,071 man hours. However, a reduced trend of strikes in the country was seen during this period as well. This congenial situation could be achieved through the programmes of promoting social dialogue and workplace co-operation conducted at Industrial level Islandwide by the Industrial Relations Division of the Department.

Parallel to increase of salaries in the Public Sector on a Policy decision of the Government, 39 of the Wages Boards in operation held meetings and an increase between 18% and 45% was effected. Also action was taken to draw special attention to the occupational safety and health of the employees of the construction filed in the rapid development process in the country.

Possibility of contribution by the entire officialdom of the Department to minimize the adverse effects caused to the work force which is the live wire of the economy, was a result of their dedication, even amidst the problems of GSP+ concession and certain market factors.

I am grateful to the Ministry of Labour and Labour Relations for the guidance offered to achieve this success and appreciate the regular contribution made by the Sri Lanka Agency of the International Labour Organization.

Department of Labour
Labour Secretariat
Colombo 05.

W.J.L.U. Wijayaweera
Commissioner General of Labour

Department of Labour

01

Vision

A Country with everlasting Industrial Peace for an internationally competitive economy.

Mission

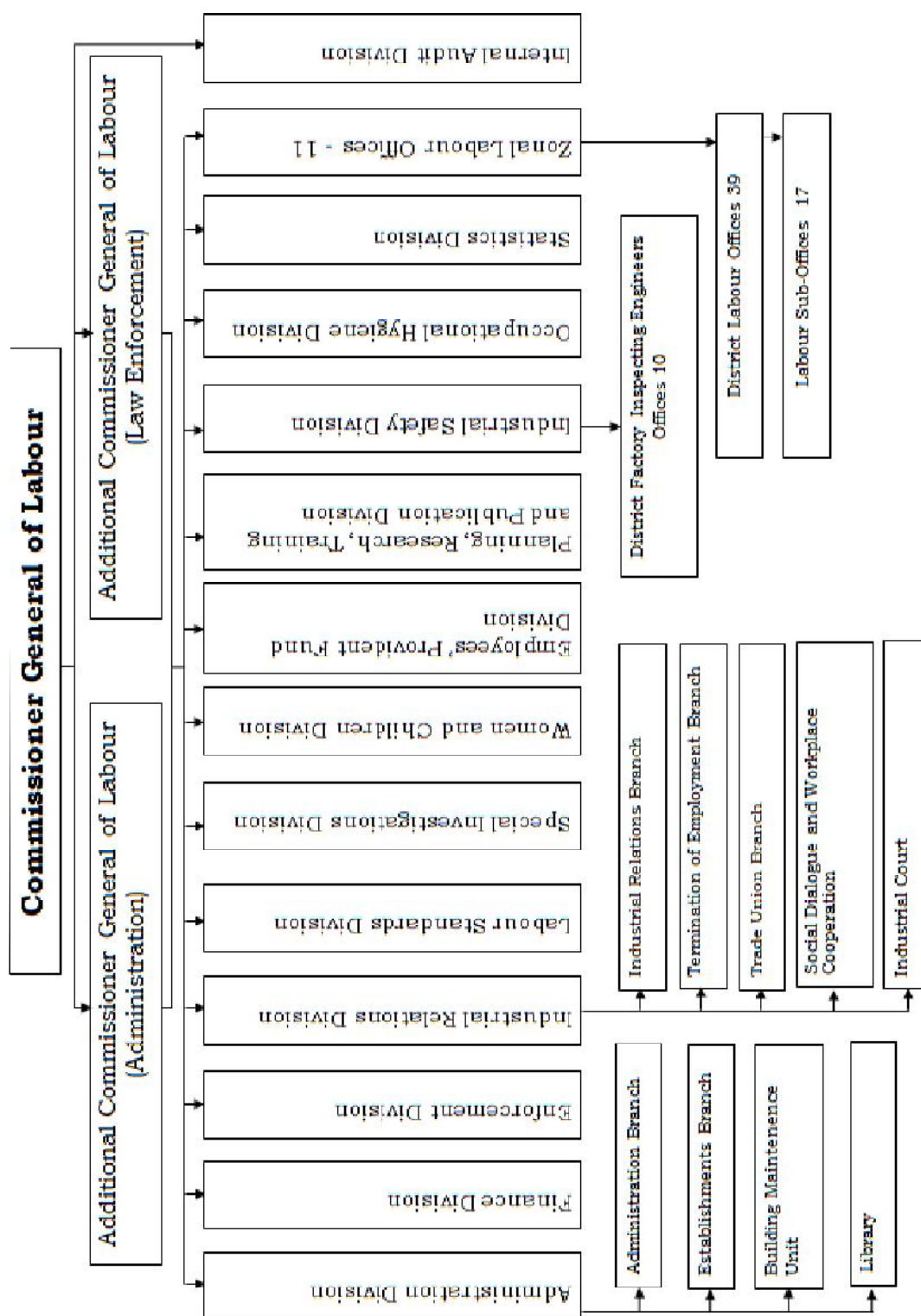
Contribute to the development process of Sri Lanka through establishment of a Decent Work environment within secured Industrial Peace.

Main Functions of the Department

- Settling Industrial Disputes by conciliation and enforcement of Labour Laws for maintaining industrial peace in the Country.
- Promoting Social Dialogue and educating the Worker Community on Labour Laws for establishing industrial peace in the Country.
- Implementing Labour standards relating to the Industrial Sector, carrying out surveys on new industrial fields and preparation of Standards to suit the international levels.
- Promoting the Employees' Provident Fund granting its benefits to the members and supervision of Private Provident Funds.
- Implementing the laws pertaining to the protection of children, women and young persons in employment.
- Introducing methodologies which would be implemented pertaining to the safety and health in the industrial fields, creating awareness regarding same and supervision of implementing them.

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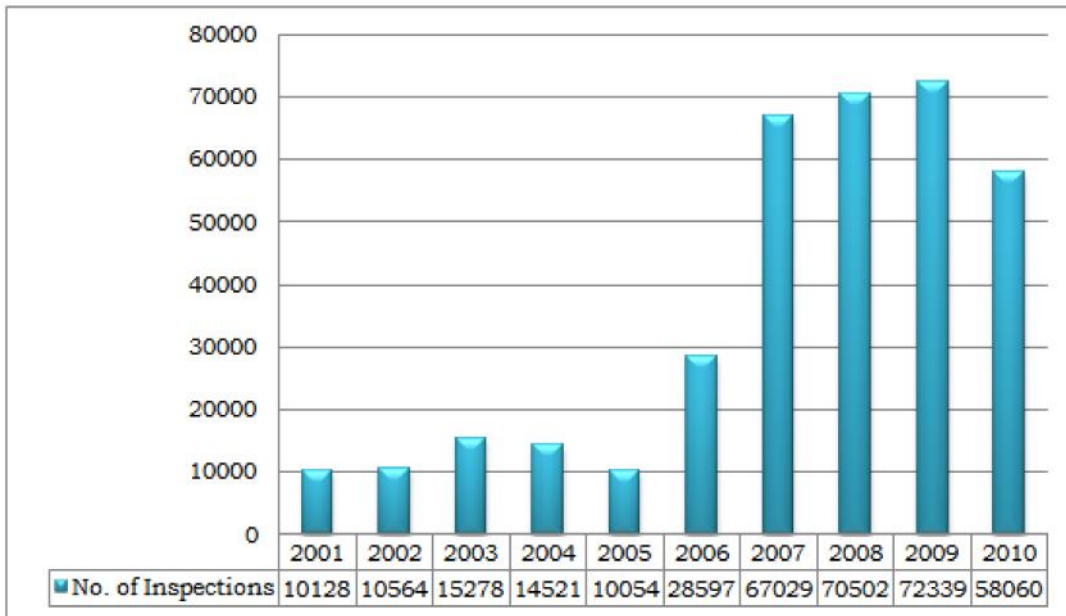
Organization Chart



Labour Inspections

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Number of inspections done 2001 - 2010



The expected object of the establishment of the labour inspection is to set environment for contended organized workforce for both parties of employer and employees in terms of the provisions under the labour acts. The Department functions through 11 Zonal Labour Offices under

Industrial peace and harmonious industrial relations are the prominent factors for uplifting the national productivity to meet the international competition, while protecting me local production. Process of formal Labour inspections shall be established the industrial peace through minimizing the industrial accidents, appropriate wages and implementation of service condition together with the social security at the retirement age. Then only a productive work place which is free from industrial conflicts and strikes shall be created.

this there are 39 District Labour Offices, 17 Sub Labour Offices and 10 District Factory Inspecting Engineering Office and there are 430 Labour Officers and 25 engineers are engaged in field works. Labour inspections are empowered by the provisions under the labour acts which are being enforced by this department and the standards of inspections agrees to ILO conventions. Above statistics show the results of last decade, inspections carried out by District and Sub Labour Offices. The details of inspections carried out by the divisions of the head office and District Factory Inspecting engineer's Offices shall show in next paragraphs.

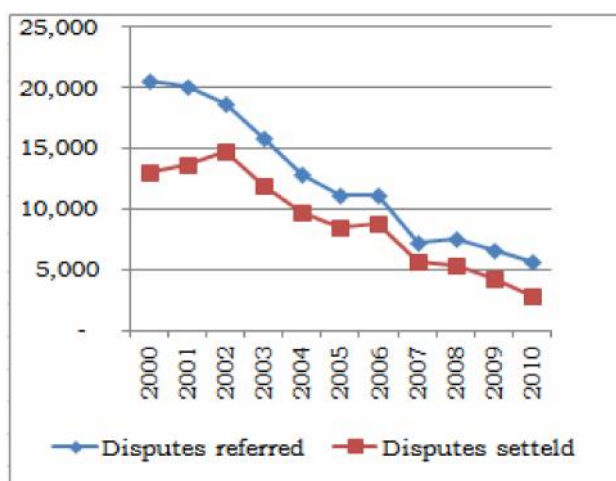
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Industrial Relations Division

The Industrial Relations Division of the Department of Labour is engaged in the settlement of industrial disputes in association with the 11 Zonal Offices and 39 District Labour Offices and 17 Sub-offices. 3210 Industrial Disputes were reported in year 2010. Out of 5640 industrial disputes which included the balance 2430 disputes at the commencement of the year, steps were taken to settle 2945 disputes. The amount recovered in that process was Rs. 612,212,660/-.

Progress of the settlement of disputes during year 2000 – 2010

Year	Disputes referred	Disputes settled
2000	20,635	13,096
2001	20,177	13,706
2002	18,760	14,847
2003	15,947	11,981
2004	12,990	9,798
2005	11,271	8,491
2006	11,273	8,853
2007	7,321	5,683
2008	7,558	5,469
2009	6,724	4,294
2010	5,640	2,945



This Division with the object of maintaining a sound employer employee co-ordination implements the under-mentioned Acts:

1. Industrial Disputes Act, No. 43 of 1950
2. Termination of Employment of Employees (Special Provisions) Act, No. 45 of 1971
3. Payment of Gratuity Act, No. 12 of 1983
4. Trade Union Ordinance, No. 14 of 1935

Implementation of these is done under 5 Sub-Divisions, i.e., Industrial Relations, Termination of Employment, Social Dialogue and Work Place Co-operation,

Consequent to the worker awareness programmes conducted by the Social Dialogue Unit under the Industrial Relations Division, the number of Industrial Disputes reported are on the decrease. Another reason for the control of Industrial Disputes is the methodology of assessing the inspections of Field Officers and Labour Officers during each month by the Commissioner General of Labour at the Progress Review meetings.

Collective Agreements

The number of Collective Agreements registered under the provisions of the Industrial Disputes Act during the year 2010 was 42 while the number during the previous year was 17.

Registration of Trade Unions

The number of Trade Unions registered during the year 2010 was 107 and the number cancelled was 109. Accordingly the total number of Trade Unions at the end of year 2010 was 2024.

Industrial Courts

59 disputes were referred to the Industrial Courts affiliated to the Industrial Relations Division for compulsory arbitration during the year 2009. It was 29 in year 2010.

Promotion of Social Dialogue

During the year 2010, the Social Dialogue Unit which is under the Industrial Relations Division conducted 74 programs at Institute level with the participation of 4016 persons. Similarly 22 programs were conducted based on economic sectors with an attendance of 1051 persons.

Strikes	Estates		Institutes	
	2009	2010	2009	2010
Number of Strikes during the year	02	09	06	06
Number of employees involved	300	3185	4720	1923
Number of man days lost	300	23037	7365	2034

The reasons for Strikes (as earlier) during the year 2010 were due to non-increase of salaries, reducing of norms and non-payment of salaries and in the estate sector, internal disputes were the main cause.

Activities under the Termination of Employment of Employees (Special Provisions) Act No. 45 of 1971.

	<u>Complaints</u>		<u>Applications</u>	
	2009	2010	2009	2010
Non-decided balance at the beginning of the year	114	221	10	12
Number received during the year	<u>185</u>	<u>110</u>	<u>48</u>	<u>27</u>
	299	331	58	39
Number decided during the year	78	175	46	25
Balance un-decided at the end of the year	221	156	12	14



Labour Standards Division

The activities of the Labour Standards Division during the year 2010 were as follows:

Appointments of representatives to 21 Wages Boards of which the validity period had ended, were effected.

The Government declared a salary increase to the Public Sector on a policy decision parallel to which the Government made a request to the Private Sector also to grant a salary increase. Accordingly 39 Wages Boards now in operation were summoned for relevant salary revision by them. Having called for objections and after considering such objections, the final decisions – the revised minimum salary – were published in newspapers and the Gazette and were implemented. Possibility of granting this increase between 18% and 45% was seen to be a successful feature in the Wages Board mechanism.

The service conditions pertaining to the Cleaning Service Industry were determined and published.

The Tea and Rubber Growing Collective Agreement was extended w.e.f. 15.01.2010.

The District Labour Offices and the Labour Sub-Offices carry out inspections of the Employers and the business places which do not comply with the Wages Boards Ordinance, No. 14 of 1941, Shop and Office Employees Act, No. 19 of 1954 and the Employees' Budget Allowance Act, No. 36 of 2005 and supervised the progress of such monthly inspections. The Labour Standards Division analyses the information received from District Labour Offices and provided such reports to the International Labour Organization and other relevant Establishments. During the year 2010, the progress of the monthly inspections of 15

selected District Labour offices / Sub-Offices were examined at those offices and necessary instructions were given.

Steps were taken under the following Acts, to formulate standards regarding service conditions and terms affecting the security of employment and welfare of the employees in the Private Sector and granting legal status to them by the Labour Standards Division of the Department of Labour:

1. Wages Boards Ordinance, No. 27 of 1941.
2. Shop and Office (regulation of (service and wages) Act, No. 19 of 1954.
3. Budget relief allowance for Employees Act, No

Parallel to the “Devata Kirula” Programme, 4 awareness programmes regarding the improvement of Labour Standards in the Moneragala District were conducted in the towns of Moneragala, Buttala, Wellawaya and Kataragama.

On a request made by the employers' representatives of the Wages Board for Coconut associated Industry, the problems of the employees of the said Industry and increasing the salaries on a higher percentage was examined (after selecting 4 establishments). Accordingly the salaries could be increased at a rate acceptable to the owners of such industry and the employee parties.

Enforcement Division

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The number of cases filed by the Law Enforcement Division in year 2010 and the amount due to be recovered are as follows:

	Act	Number of Cases	Amount (Rs.)
01	Payment of Gratuity Act	2459	572,651,283.40
02	Industrial Disputes Act	59	8,869,598.30
03	Termination of Employment Act	39	151,607,308.30
04	Wages Boards Ordinance	166	10,647,282.34
05	Shop and Office Employees Act	51	3,628,251.00
06	Labour Tribunal Orders	134	53,903,580.06
07	Employment of Women, Young Persons and Children Act	15	-
08	Employees Provident Fund Act	1119	259,280,009.00

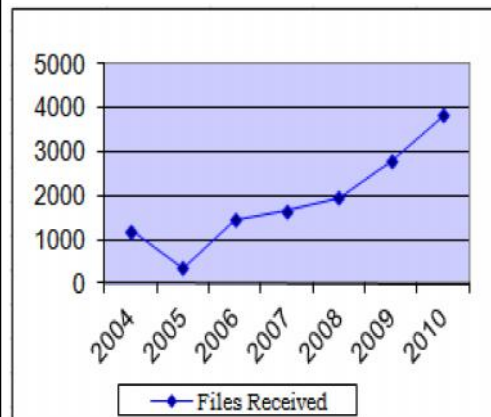
The number of cases filed regarding Employees' Provident Fund may vary, as this has been prepared on the reports received up to now.

A rapid increase was observed in the case files received in the Enforcement Division for action during this period and the said position is reflected in the diagram given below. The main reason for this is the high increase in the number of files opened on behalf of the employees by the Sri Lanka Transport Board.

The main object of the Enforcement Division is to ensure the implementation of the provisions of the Acts, and Ordinance which have to be implemented by the Department of Labour taking legal action in Courts against those who violate such laws and thereby ensure the workers' rights and developing the employer, employee co-operation.

Also, in this process taking legal steps against those who violate the Labour Laws, providing advice on the legal problems faced by the officers who implement laws, improving their knowledge, prosecuting in cases in Magistrates' Courts, taking necessary steps in association with the Attorney Generals Department in the case of prosecutions in Higher Courts against the Department of Labour are the functions of the Enforcement Division.

Files received under the gratuity Act, 2004-2010.



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Women and Children's Affairs Division

The Performance of this Division during the year 2010 with the object of safeguarding the occupational rights, protection, health and welfare of the female employees as well as the eradication of child Labour from the country.

Periodical Inspections

This Division carried out 180 periodical inspections in shops and offices, factories and the plantation sector regarding the welfare, security of employment and the violation of service conditions, etc. of female employees. By carrying out continuous periodical inspections the female employees receive the protection of laws implemented by this Division.

Inquiries on General Complaints by Female Employees

8 complaints have been received regarding the problems of female employees and investigations were carried out jointly with the relevant District Offices and necessary instructions have been issued.

Inquiries on complaints regarding maternity benefits

Inquiries were conducted jointly with District Offices regarding 3 complaints of non-payment of maternity benefits and non-compliance with other conditions.

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This Division implements the under-mentioned Acts and Ordinances to protect workers' rights, protection and welfare of the female employees who make a special contribution to the production process in Sri Lanka with the object of preventing child labour:

01. Employment of Women, Young Persons and Children Act, No. 47 of 1956.
02. Maternity Benefits Ordinance, No. 32 of 1939.
03. Provisions pertaining to the women and young persons of the Shop and Office Employees' Act, No. 19 of 1954.
04. Provisions pertaining to the women and young persons of

Employing Females on Night Duty

Inquiries were conducted jointly with the District Offices to allow the employment of Women at night and 43 night inspections were carried out and 216 inquiries were conducted for issuing permission.

Inquiries into complaints of Child Labour

Inquiring into complaints of child labour received from Children and Women Bureau, National Child Protection Authority and by name or anonymous and taking legal steps against such employers are attended to by this Division. 109 complaints of engaging children in employment were received in this Division and 08 prosecutions were carried out after inspection.

International Women's' Day – 08.03.2010

The International Women's Day commemoration Ceremony was conducted in the Education Centre of the Sri Lanka Central Bank at Rajagiriya. On this occasion a folk song competition airing the inherent merits of the female employees of the Investment Promotion Zones of Katunayake, Biyagama, Koggala and Avissawella was held. The winners were presented with prizes, trophies and certificates. At this ceremony 80 female officers who had completed 25 years of continuous service with the Department of Labour were presented with Souvenirs.

International Day against Child Labour – 12.06.2010

The Women and Children's Division distributed handouts and presented television programmes in view of the International Day against child labour depicting the importance of this Day. In addition 56 programmes of creating awareness among parents were conducted in 56 District / Sub Labour Offices.

Commemoration of the Universal Children's Day – 01.10.2010

A special commemoration ceremony for 250 school children at the Sri Panngananda National School, Kahapola, Piliyandala was held in view of the Universal Children's Day on 01.10.2010 chaired by Hon. Gamini Lokuge, Minister of Labour Relations and Productivity Promotion. At this ceremony school children were presented with school books, uniforms and bags. The Shrama Vasana Fund sponsored this. Parallel to this, a Childrens Day commemoration ceremony was held at the Vivekananda College in Trincomalee for students of the schools in the Eastern Province with the participation of 200 students.

Project for Prevention of Child Labour

Under this Project, 50 awareness programmes for social partners were conducted and parallel to the ceremony to commemorate the Universal Children's Day, the District Labour Offices and Sub Offices conducted 56 programmes for school children. 3 awareness programmes for Probation, Labour and Police Officers were also conducted in the Jaffna, Trincomalee and Moneragala Districts.

"Lama Lanka" Magazine

April 2010 and October 2010 Volumes of this Magazine were published.

Programme for strengthening of Women

Under this, self employment projects were conducted in the Yatiyantota Labour Office premises on 07.03.2010 and Vavuniya District Labour Office premises on 24.10.2010. Parallel to the "Deyata Kirula" Development Programme, a two day training programme on the production of rubber latex was conducted at Kumarawatta in Moneragala on 02.11.2010.

08

Special Investigations Division

The results of the inspections carried out and the enquiries held by the Special Investigations Division on the complaints received are given below:

Amount of arrears of EPF computed	Rs. 31,498,357.98
Amount of arrears of statutory dues computed	Rs. 10,798,427.45
Number of Employees benefitted	1522

Inspections carried out by the Special Investigations Division in year 2010.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Emergency Inspections	68	121	259	401
Sector Inspections	16	30	45	60
Collective Inspections	2	4	6	8
Large Scale Inspections	15	31	35	39

The responsibility of the Special Investigations Division is to discharge the functions referred to below with the object of establishing industrial peace in Sri Lanka.

- Intervention in the settlement of major disputes arising between employers/employees which would be detrimental at national level.
- Identifying employer Establishments which are on the verge of being closed down and recovering the statutory dues for the employees of such Establishments.
- Taking steps for the Safety, Health and Protection of employees.
- Carrying out a multiple inspection.

Human Resources Placement Unit

This Unit carried out a survey in year 2010 covering all the Districts on the employees of International Schools, Private Educational Institutes and non-Governmental Organization.

In this process, the Human Resources Development Officers attached to District Labour Offices of the Department were made aware and thereafter data was obtained through the Questionnaires issued to them. Obtaining data has been completed and 80% of the survey also is complete.

Employees' Provident Fund Division

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The number of employers who contributed to the Employees' Provident Fund in year 1959 was 6400 while the number of employers was 850,000. By year 2010 the number of active contributing employers was 62,000 (estimated) the number of active contributing employees was to 2.3 million (estimated). Similarly the annual contribution to Employees' Provident Fund in year 1959 was Rs. 12 million. The contribution collected in year 2009 was 54,203 million. Accordingly, by the end of year 2010, the total number of memberships. 13.3 million (estimated) and the size of the fund is rs.899,650 million.

Number of Accounts of the Fund were 13.3 million (estimated) and the Fund stood at Rs. 899,650 million.

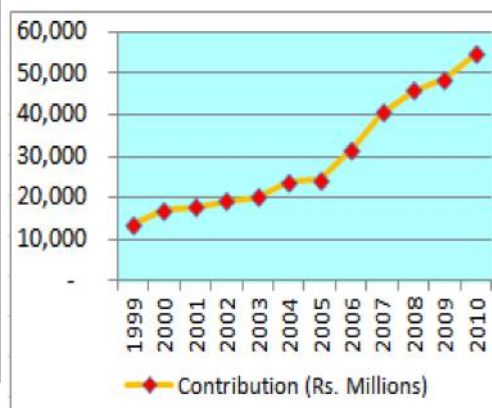
During the year 2010 the Fund paid Rs. 34,896 million as benefits to the members or their legal beneficiaries on 104,262 applications.

Collection of contributions

The manner in which the contribution increased due to the amendments to the Act and administrative reorganization process during the last decade (1995 – 2010) is given below:

The Employees Provident Fund which is a vital Social Security System was established with effect from June 01, 1958 by implementing the Employees Provident Fund Act, No. 15 of 1958 with the object of providing a good support to spend the retired life of the employees of the private sector who are not entitled to a Pension in Sri Lanka. The administration of this Fund is in the hands of the Commissioner of Labour and the Financial Control is with the Monetary Board of the Central Bank.

Year	Contribution (Rs. Millions)
1999	13,679
2000	17,009
2001	17,934
2002	19,201
2003	20,348
2004	23,872
2005	24,324
2006	31,720
2007	40,574
2008	45,951
2009	48,712
2010	54,796



Decentralizing the activities of the Employees Provident Fund

During the year, Employees' Provident Fund activities were decentralized into the District Labour Offices of Jaffna and Puttalam and the Labour Office, Kalmunai.

The preliminary steps for new amendments to the Employees' Provident Fund with a view to provide a number of benefits to the beneficiaries were completed. The object of those amendments is to pay 30% of the balance in the Employee's Account for housing purposes or medical treatment.

The progress of the Employees' Provident Fund during the period January to December, 2010:

Payment of benefits:	
• No. of beneficiaries	104,262
• Amount paid as benefits	Rs. (million) 34,896
Recovery of EPF contribution and surcharges	Rs. (million) 258
Payments of EPF Housing Loans	
• No. of applications approved	13,848
• Amount of loans approved	Rs. (million) 4,512
Registration of new Employers	5,338
Computerizing of EPF Member Reports	
• Computerizing data (A and H)	345,813
• Scanning (A and H)	1,041,006

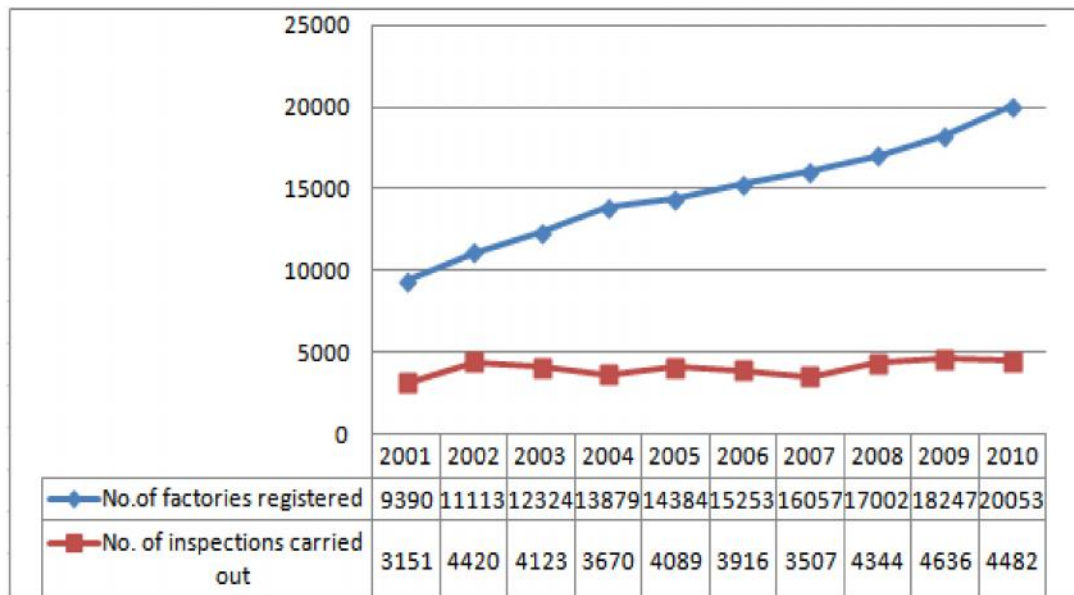
Project for obtaining finger prints of employees in the process of re-registration of EPF Members

These projects are implemented with a view to assign a unique number to the EPF Members. Under the project for re-registration of employees the work regarding 702,702 employees was completed while regarding the obtaining of finger prints under the project, work regarding 415,850 employees were completed.

Industrial Safety Division

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The progress of the registration of factories and the inspections carried out – 2000 – 2010



National Safety Awards

These awards are made once in two years. The award winners are selected by a Panel of Engineers of the Industrial Safety Division. This is conducted in three categories – large scale, medium scale and small scale. Two kinds of awards – National Safety Awards and Industrial Safety Awards – are made.

The main responsibility of this Division is to implement the Factories Ordinance, No. 45 of 1942 in order to ensure the safety, health and welfare of the factory workers. This Division functions through 10 District Factory Inspecting Engineers' Offices located in the cities of Colombo, Gampaha, Kurunegala, Kandy, Galle, Jaffna, Anuradhapura, Ratnapura, Badulla and Kalutara covering the entire Island.

National Occupational Safety and Health Week

The National Occupational Safety and Health Week is held in the second week of October every year. During the year 2010 the Engineers of this Division conducted awareness programmes in the Investment Promotion Zones and formal and informal sectors Islandwide, in view of this week. Arrangements were made to conduct a special Workshop in the Export Promotion Zone in Katunayake on October 15, 2010.

Industrial Safety Division

The progress of the District Factory Inspecting Engineers' Offices – Year 2010

	Anuradhapura	Gampaha	Colombo	Kandy	Galle	Ratnapura	Jaffna	Kalutara	Kurunegala	Badulla	Total
Total No. of Factories registered	1099	3005	3651	1869	3270	1255	2399	1152	1749	604	20053
Inspection of Factories and Others	217	533	1355	419	168	217	457	174	626	316	4482
Fatal Accidents	06	06	15	09	14	02	01	03	03	05	64
Non-fatal Accidents	20	433	436	109	86	73	09	155	81	54	1456
Steam Boiler examination	87	187	289	103	40	24	-	66	171	32	999
Steam receiver examination	19	165	148	43	17	05	-	77	86	23	583
Air receiver examination	54	425	402	377	251	172	-	181	325	66	2264
Gas receiver examination	-	-	84	-	03	-	-	29	-	09	125
Inspection of other high risk machinery	12	325	364	485	60	127	-	33	254	47	1707
Approval of Plans	01	55	28	04	01	-	04	11	-	-	104
Lectures and Seminars	04	60	33	23	06	-	35	29	08	67	265
Prosecutions in Courts	-	-	04	08	01	-	-	-	16	-	29

Occupational Hygiene Division

Environmental Measures

The sophisticated measuring equipment available in this Division is utilized to determine the physical and chemical hazards in the environment of work places.

Tests on Lung Function

These tests are carried out regarding employees of the industrial fields using chemical substances, especially in the asbestos and cement industry and textile weaving industry. 170 lung function tests were carried out during the year 2010.

Hearing Tests

This Division carry out hearing tests for employees who are regularly subjected a noisy condition in the Workplace. 230 such tests were done during the year 2010.

EPF Medical Boards

The Deputy Commissioner of Labour of the Occupational Hygiene Division is the Chairman of the Labour Department Medical Board regarding the Employees' Provident Fund.

It is this Board which approve the payment of Employees' Provident Fund benefits before completing the retirement age due to illness or accidents which make them unable to continue in service. During the year 2010, twelve (12) Medical Board meetings were held and over 600 employees were examined.

The object of this Division is to minimize the occupational hazards, occupational diseases and uncongenial health conditions caused due to activities in work places.

It is no secret that the efficiency and productivity of the workers and the maintenance of the quality of the items produced depends on a service environment devoid of accidents and hazards and environment in which the occupational health is well maintained. In terms of the Factories Ordinance, the health and protection of employees is a

Assessment of Workmen's Compensation

An important function carried out by this Division is the assessment of the quantum of compensation payable to workers due to occupational diseases and accidents. 55 employees were examined in year 2010.

Training and Education

The Deputy Commissioner and the Research Officer of this Division functioned as Resource persons in 25 training programs for management level officers, 35 training programs for supervisory level officers and 40 programmes for other employees in year 2010.

Planning, Research, Training and Publications Division

Planning and Research

Preparing an Action Plan to provide proper guidance to the activities of the Department, looking into the quarterly progress of such activities is done and thereby the different Divisions of the Department can ascertain properly of their functions. These also provide guidance to re-reach the targeted performance when a variation occurs to the planned position.

Progress Review

The Planning, Research, Training and Publications Division examine the monthly Diaries of Labour Officers to ascertain the quality of inspections carried out by them Islandwide. Guidance is also provided to rectify the shortcomings identified in such inspections. Also, this Division co-ordinate the progress operation sessions conducted at various Zonal levels of the Island.

Publications

This Division was instrumental in printing the under-mentioned Acts and Ordinances required for use in the Department:

The mission of the Planning, Research, Training and Publication Division is creating a set of officers full of merit for enhancing the productivity of the Department, assist in the preparation of plans and policies to establish Industrial peace, collecting data and conducting research. Here the Division functions under 4 fields:

01. Training of officers of the Department
02. Planning and Research
03. Progress Review
04. Publication matters

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01. Industrial Disputes Act, No. 43 of 1950
02. Employees' Provident Fund Act, No. 15 of 1958
03. Shop and Office Employees Act, No. 19 of 1954
04. Wages Boards Ordinance, No. 27 of 1941
05. Maternity Benefits Ordinance, No. 32 of 1939
06. Payment of Gratuity Act, No. 12 of 1983
07. Factories Ordinance, No. 45 of 1942
08. Termination of Employment of Workers (Special Provisions) Act, No. 45 of 1971

Training of Officers of the Department

Training arrangements made for officers of various levels of the department are as follows:

Programme / Subject	Number of Programmes	Participation
Training Programmes for New Assistant Commissioners of Labour	1	30
Training Programmes for New Labour Officers	5	263
Training Programmes for Labour Officers (local)	2	110
Computer Training Programmes	33	1049
Training Programmes - Other	2	115

In addition, 8 Staff Officers of the Department were provided the opportunity to undergo Post-graduate Diploma Courses. Similarly, 29 officers were referred for training in other establishments.

Statistics Division

Annual Employment Survey

The main object of this survey is the collection of statistical data for administrative and planning requirements of the Island. By way of this survey, information regarding employment as in June every year are collected from private sector establishments and establishments engaged in production, distribution and commercial activities in the semi-government sector having 5 or more salaried employees. For the convenience of the users of this information, particulars of the establishments active under the Board of Investment of Sri Lanka are included as a special part of this Report. Compilation of the Employment Survey Report of year 2009 is complete and is being prepared for printing.

Labour Statistics – Printing and publication of the 2009 issue

The Labour Statistics which include contemporary and reliable information which is an annual publication was printed and published in time in year 2009.

Survey of general earning and number of hours worke

The main object of this survey conducted bi-annually is the collection of information regarding general monthly earnings and the number of hours worked in industrial establishments where the minimum wages have been fixed by wages Boards.

The main function of the Statistical Division is the collection of data relating to the organized sector in the field of Labour in Sri Lanka, analyzing same and publication. For this purpose data is collected regarding the number of hours by way of two main postal surveys conducted annually. The other functions performed by this Division are the preparation of charts of the various administrative data and preparation of minimum salary index.

This survey is conducted in March and September every year by way of a Questionnaire sent by post to selected establishments. The information obtained through this survey is transmitted to the Department of Census and Statistics and International Organizations such as the International Labour Organization in Geneva. The compiling of the condensed Report of the two surveys conducted in March and September, 2009 has been completed.

General daily earnings by sectors (Rs.) – 1999-2009

Sector Year	Agriculture (Plantation Sector) (Rs.)	Production Sector (Rs.)	Construction Sector (Rs.)
1999	96.89	199.20	241.11
2000	104.12	221.11	285.99
2001	112.11	230.66	263.12
2002	128.72	273.10	259.63
2003	138.43	306.84	276.42
2004	152.94	310.84	335.70
2005	178.47	336.49	416.75
2006	206.33	356.11	424.55
2007	198.01	411.60	408.37
2008	298.85	469.47	443.91
2009	323.20	492.93	472.58

Minimum Wage Index – 2000-2010 (base: 1978 = 100)

This Index is calculated monthly and annually based on the minimum wages fixed by the Commissioner General of Labour under the Wages Boards and contemporary amendments thereto.

Minimum Wage Index – 2000-2010

Year	Agriculture (Plantation Sector)	Commerce and Industry Sector	Service Sector	For all Sectors
2000	1,142.7	857.1	559.7	1,000.4
2001	1,176.4	919.7	657.6	1,049.2
2002	1,269.6	986.5	678.0	1,126.5
2003	1,382.3	1,009.4	678.0	1,205.3
2004	1,397.7	1,044.1	751.0	1,233.1
2005	1,527.4	1,078.4	779.7	1,329.7
2006	1,567.1	1,090.6	779.7	1,358.2
2007	1,821.4	1,522.4	157.0	1,648.7
2008	2,286.6	1,877.5	1,370.8	2,070.4
2009	2,349.4	2,053.9	1,545.8	2,171.4
2010	3,328.0	2,199.0	1,673.3	2,865.3

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Finance Division

A sum of Rs. 769,571,000/- was allocated for recurrent expenditure in year 2010 and Rs. 760,752,134/- was spent out of it. A sum of Rs. 218,993,557/- was spent out of the allocation of Rs. 222,000,000/- as capital expenditure. Accordingly a progress of 98.6% in capital expenditure and 98.8% in recurrent expenditure could be reached.

Description		01 Operation Programme	02 Development Programme		
		1-1	2-2	2-3	2-4
Recurrent	Allocation	414,623,000	54,093,000	42,862,000	257,993,000
	Expenditure	411,304,216	52,308,827	42,054,231	255,084,860
Capital	Provision	66,700,000	5,900,000	1,150,000	148,250,000
	Expenditure	66,315,647	5,107,407	994,742	146,575,761

Internal Audit Division

The aim of this division in to maintain a proper financial administration complying with the State Financial Policy and Financial Regulations in order to achieve the goals and objects of the Department. Spending in a proper and efficient manner the monies allocated by annual estimates, assigning monies required for various projects of different offices according to the needs, and incurring the relevant expenses according to the timely needs to achieve the targets of the Department.

Internal Audit Section

This section ensures through a management audit, the performance of the activities planned by the Department independently complying with the State Accounting procedure.

According to the proposed work plan for year 2010, work of 40 Divisions of the Department had to be examined including the examination of progress review activities. Out of them 25 offices were examined, the weaknesses in each section were identified and the Internal Audit Reports containing proposals to rectify such weaknesses were proposed and submitted. Only 25 offices out of the 40 offices could be examined due to shortage of staff.

Administration Division

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By discharging the responsibility of the Administration Division in a productive manner, the under-mentioned work was done in year 2010 for improving the District and Sub Labour Office.

<u>Office</u>	<u>Amount spent (Rs.)</u>
Constructing the Record Room and the Stores, Monaragala – Stage II	1,740,900.00
Constructing the Kanthale Office – Stage I	758,400.00
Constructing the Haputale District Labour office – Stage III	2,604,825.00
Erecting the railings of the Haputale Office Steps	232,900.00
Constructing Kalutara Office – Stage II	4,693,700.00
Constructing Kalutara Office – Stage III	1,724,000.00
Constructing the Zonal Labour Office – Anuradhapura	759,570.00
Repairs to the ACL Office – Anuradhapura – Stage II	2,590,530.00
Constructing Ampara Office – Stage II	968,400.00
Constructing Batticaloa Office – Stage II	4,393,900.00
Constructing Kuliyaipitiya Office – Stage II	806,100.00
Installing a grill gate-upstairs of the Monaragala stores complex	92,475.00
Constructing the Batticaloa Office – Stage I	7,924,900.00
Minor construction work in District Offices	278,780.00

Preparation and development of the overall function of the Department and improving the quality of physical and human resources of the Department of Labour is the responsibility of this division.

04 Sub Division operate under this Division:

- Administration Branch
- Establishment Branch
- Building maintenance Unit
- Library and Information Service

Construction work could not be completed as expected. The reason was the heavy rain experienced at the end of the year and the contractors abandoning work.

A sum of Rs. 5 million was released to the Department of Buildings for constructing the Jaffna Labour Office Complex. Similarly, the sum of Rs. 16,630,620.00 was deposited in the General Deposit Account with the approval of the Treasury.

The amount of money spent on maintenance is as given below:

Head Office	Amount spent (Rs.)
Painting a part of the ground floor,	
Laying tiles near the VIP lift	55,500.00
Painting the 10 th floor sports stadium	73,400.00
Repairs to the Labour Secretariat	240,600.00
Erecting a fence around the Beliatta Land	293,700.00
Repairs to the toilet at Awissawalla Office	315,900.00
Painting the Matara building	260,700.00
Erecting separation panel in the Kalmunai Labour Office	563,600.00
Fixing wire mesh to prevent doves entering the Finance Division	115,000.00
Repairs to the garages opposite the Labour Secretariat	130,500.00
Repairs to the roof of the Head Office	485,000.00
Erecting separation panel in the Finance Division	347,600.00
Items required for repairs to the District Office (maintenance unit)	200,000.00
Repairs to the Anuradhapura Office	232,000.00
Repairs to the Jawatta Office	503,000.00
Minor repairs to District Offices	133,900.00

Staff of the Department

Total staff at the commencement of the year	2215
New recruitments	130
Joining the Department on transfer	24
Retirements	(69)
Transfers out of the Department	(22)
Leaving the Department by other means	<u>(64)</u>
Staff at the end of the year	<u>2214</u>

New recruitments and retirements during the year

	New recruitments	Retirements
Commissioner of Labour	-	01
Asst. Commissioners of Labour	-	08
Factory Inspecting Engineer	-	01
Labour Officers (Sinhala/Tamil medium)	100	19
Finger Print Examiner	-	01
Public Management Assistants	-	29
EPF Clerk	-	01
Record Keeper	-	01
Officer in charge	04	-
Circuit Bungalow Keeper	01	-
Karyala Sewaka Sewayaya	13	06
Drivers	-	02
Watcher	07	-

Scholarships, Seminars and Workshops abroad

	Name	Rank	Country -Course/ Seminar/ Workshop	Duration
01	Mr. K.P. Yogachandra	ACL	Australia - Post Graduate Course	2009.01.12–2010.12.19
02	Mrs. K.R.M.D. Fernando	Senior Factory Inspecting Engineer	Korea - Employees' Safety Training Course	2010.06.20–2010.07.01
03	Mrs. D.A. Pemawathi	DCL	Switzerland - International Labour Conference	2010.06.02–2010.06.18
04	Mr. H.P. Jinadasa	DCL	Switzerland - International Labour Conference	2010.06.02–2010.06.18
05	Mr. S. Amarathunga	Research Officer	Thailand - Inter Agency Awareness raising workshop on the Sound mgt. of Industrial chemicals with special Emphasis on Asbestos for the Asia Pacific Region	2010.08.30–2010.09.04
06	Mrs. V.B.P.K. Weerasinghe	Addl. CGL	Indonesia - Study meeting on Innovation in Public Sector Service Delivery	2010.10.31–2010.11.06
07	Mrs. V.B.P.K. Weerasinghe	Addl. CGL	China - Seminar on Female Capacity Building in China	2010.03.28–2010.04.20
08	Mr. R.J. Abeysiriwardhana	Factory Inspecting Engineer	Korea - Fellowship Training on Employment Insurance & Employment Injury Assurance	2010.10.09–2010.10.17
09	Mr. D.P.K.R. weerakoon	CL	South Africa - World Social Security Forum 2010	2010.11.27–2010.12.06
10	Mr. P.P. Abeysinghe	Special Factory Inspecting Engineer	Switzerland - International Labour Conference	2010.05.31–2010.06.19
11	Mr. K.D.M. Priyantha	DCL	India - Masters Degree HR Planning & Development Programme	2009.01.31–2010.02.01
12	Mrs. N.C. Amarasinghe	Medical Officer	Japan - Multi country Observational & Study Mission on Mental Health and Productivity	2010.01.17–2010.01.23
13	Mr. N. Chandrahasan	ACL	Vietnam - Training course on six sigma Green Belt	2010.05.23–2010.05.30
14	Mr. S.M.K.M. De Alvis	ACL	India - Training Programme on Labour and Employment relations in Global Economy	2010.11.07–2010.11.27
15	Mr. P.W.M.D. Wickramasinghe	ACL	Thailand - Study meeting on Business Development Relations in Global Economy	2010.11.22–2010.11.27
16	Mr. B. Wasanthan	ACL	Korea - Fellowship Training on Development Insurance (EI) & Employment Injury Assurance (EII)	2010.10.09–2010.10.17