

President's Secretariat
Land Reform Commission

ANNUAL REPORT

2011

1st January, 2011 – 3^{1st} December, 2011

Information of the Land Reform Commission

Institution-	Land Reform Commission
Ministry -	President Secretariat
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Introduction

The Land Reforms Commission which was established by the Land Reform Act of No. 01 of 1972 has a history that goes back to 1972.

The role of Land Reform Commission, for a period over 35 years, has been performed by the provisions made by Land Reform Act amended from time to time as well as by policy decisions taken by the government from time to time. Procedures adopted for the achievement of the major role and release of statutory obligations of land owners, payment of compensation to land owners, utilization of lands which have been vested in productive investments have varied from time to time.

Under the scheme for the delivery of one hundred thousand lots of land among the general public according to Mahinda Chintana of His Excellency the President after the Presidential Election held in year 2005, the Land Reform Commission has taken each and every step to make that program a total success. Further, during this period, the salaries of employees serving in the institution have been increased and a program has also been launched to inculcate new spirit whilst establishing their employment security.

Accordingly, following measures have been taken during the period.

- i. Recovery of the possession of the land which are belonging to the Land Reform Commission but not so far been identified.
- ii. Recovery of the possession of lands which have been alienated for unproductive investments.
- iii. Taking actions in accordance with the Cabinet Decision on the lands delivered during the period from 2002-2004 without legal authority and utilizing such lands in productive investments after recovery of possession.
- iv. Preparation of accelerated program for the purpose of distributing lands which are belonging to Land Reform Commission under the program for the distribution of one hundred thousand lots of lands and implementation of the program “Ranbima Deeds Program” as a task of national importance whilst marking new turning point in the program implemented to regularize the lands distributed so far among the occupants
- v. Programs for the increase of income.
 - a) Ranaviru Seva Authority
 - b) Obtaining compensation in respect of lands acquired by the government
 - c) Collecting income in respect of lands alienated to public institutions
 - d) Preparation of proper program for the purpose of collecting lease rent in respect of lands alienated to various persons on lease but the lease rent has not so far been collected.

- e) Alienations of granite on lease and collection of relevant income.
- f) Collecting income by imposing new regulations in respect of Gem Lands.
- g) Collecting revenue from lands with mineral resources such as silica, dolomite and sand.

With a view to make the staff aware on these tasks and call suggestions and comments of officers, it was commenced to appoint committees consisting of officers of the institution for each such task and to conduct workshops. Further, training programs have also been conducted to train the staff of the institution.

As a timely measure to perform the role of Land Reform Commission according to government policies and also to Mahinda Chintana Concept introduced by His Excellency the President, necessary meetings have often been called under the direction of Hon. Minister of Agriculture Development. At these meetings, important decisions have been taken and follow up actions have also been taken with the implementation of such decision. In addition to the above, general public were offered an opportunity to forward their problems. Accordingly, necessary decisions were taken with immediate effect by the committees appointed by Hon. Minister. Also, direct discussions chaired by Hon. Minister have also been conducted on the demand of the occasion.

In addition, under the direction and guidance of Hon. Minister, action was taken to provide lands for the investments identified as productive on the recommendations of advisory committee consisting of experts.

Further, a committee consisting of Ministers has been appointed under the direction of His Excellency the President for taking further actions in respect of lands belonging to Land Reform Commission out of the lands in extent million acres taken over by the Land Reform Commission.

Under this program, tremendous contribution was made to economic and social development of the country utilizing resources which have so far not been under the control of the Commission.

VISION

Transformation of the Land Reform Commission as the leading institution which bears the responsibility of utilizing lands and physical resources vested under Lands Reform Act for the progress of people and motherland.

MISSION

Ensuring active contribution for the national development by way of implementing land reform process, improving productivity of lands in excess of ceiling, giving effect to the maximum limit of ceiling on timely requirement, paying compensations, investing in productive economic fields and maintaining a reserve of lands which can be utilized for the benefit of future generations.

Objectives

1. Compilation of information in respect of lands.
 - i. Identification of lands which have been declared but so far not identified.
 - ii. Identification of lands belonging to Land Reform Commission based on information provided by general public.
 - iii. Taking over of lands alienated to other parties if such lands are not utilized for the purpose for which they have been alienated.
2. Performance of following activities in respect of lands vested in the Land Reform Commission
 - i. Release of statutory determination and legal obligations.
 - ii. Taking over of lands by the Land Reform Commission which are in excess of the ceiling.
 - iii. Payment of compensation in respect of lands which were taken over by the Land Reform Commission
 - iv. Return of lands to the owners which were declared but not falling under such requirements
3. Utilization of lands vested in the Land Reform Commission in productive investments in accordance with the provisions stipulated in the act and policies made by the government with a view to achieve economic and social development of the country.
4. Collection of revenue which are to be collected in respect of lands belonging to the commission and making contributions for the economic development process of the country.

Functions

- Regularization of the maximum extent of land which can be kept under private ownership in terms of the provisions of the Land Reform Act.
 - Identification and taking over of lands in excess of the ceiling.
 - Release of legal obligations in terms of the provisions of the acts.
 - Payment of compensation to the declarants in respect of lands taken over by the Land Reform Commission.
 - Taking actions to return the possession of lands which have been taken over but exempted from the encumbrances of the Land Reform Act.
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- Updating land documents and collecting information on land in coordination with the field.
 - i. Lands which have been declared but so far not been identified.
 - ii. Non-declared lands which are in excess of the ceiling.
 - iii. Lands which have been alienated but not been utilized in productive investments.

- Making contribution to achieve the economic development of the country.
 - i. Providing lands for the projects approved by the Board of Investments.
 - ii. Providing lands for the agricultural projects and other cultivation purposes.
 - iii. Providing lands for industries.

- Making contribution to achieve the social development of the country.
 - i. Distribution of lands among landless people for the construction of houses.
 - ii. Providing lands to special projects launched in accordance with the policy decisions of the government.
 - iii. Providing lands to religious places.
 - iv. Providing lands for public purposes.

- Implementation of revenue collection projects.
 - i. Collecting revenue on natural resources.
 - ii. Providing lands on lease and collection of lease rent.
 - iii. Recovery of money due from the government, non-government organizations and other persons.

- Restructuring of the organization structure of the Land Reform Commission
 - i. Creating an efficient and well-trained staff.
 - ii. Introduction of a proper system for the assignment of duties.
 - iii. Assignment of duties through decentralization of powers.
 - iv. Directing staff of the Commission for discussions, workshops and training programs.

- Providing physical resources and other necessary facilities to achieve efficiency and productivity.

ROLE

The role has to be enhanced in broad areas in response to the policy decisions taken from time to time by the government in addition to the role entrusted in terms of the provisions of the Act

Acts on Legal Authority and Role

- i. Land Reform Act No. 01 of 1972
- ii. Land Reform (Amendment) Act No. 39 of 1975
- iii. Land Reform (Amendment) Act No. 14 of 1981
- iv. Land Reform (Special Provisions) Act No. 39 of 1981
- v. Land Reform (Special Provisions) Act No. 14 of 1986
- vi. Land Reform (Special Provisions) (Amendment) Act No. 18 of 1986

According to the Act Nos. indicated (1) and (2) above

987,906 acres of lands have been vested in the Land Reform Commission in the following manner

1. From Local Declarents	- 563,449 Acres
2. From Sterling Companies	- 195,644 Acres
3. From Rupee Companies	- 228,813 Acres
Total	- 987.906 Acres

In respect of the Acts indicated in (1) and (2) above,

- I. Amendments have been made by Acts No. (3) and (6) above.
- II. Provisions have been made by Acts indicated in (4), (5) and (6) above.

The composition of Land Reform Commission established under Land Reform Act No 01 of 1972 is as follows

1. Chairman – Appointed by Hon. Minister in charge of the subject
2. 05 members – Appointed by Hon. Minister in charge of the subject
3. 03 ex officio members

The decision taken and approval granted by the board of the Commission are applied in the implementation of the functions of the commission. Accordingly, approval of the Board of the Commission is obtained for each task. From 1972, up to 31.12.2011 the Board of the Commission has conducted 627 meetings.

Chairman appointed under Section 45 (1) a of the Act

Serial No.	Name	Substantive Post	Date of Appointment and duration of holding office	Official Address	Telephone number
1.	Mr. Nimal G. Punchihewa, Attorney – at- law	Chairman, Land Reform Commission	From 12.03.2008 up to date	C/82, Hector Kobbekaduwa Mawatha, Colombo 07	0112-698798

Members appointed under Section 45 (1) b of the Act

Serial No.	Name	Substantive Post	Date of Appointment and duration of holding office	Official Address	Telephone number
1.	Mr. Hariguptha Rohanadheera, Attorney-at-law	Executive Director	From 04.06.2008 up to date	C/82, Hector Kobbekaduwa Mawatha, Colombo 07	0112-693967
2.	Mr. Sunil Gunawardhana	Director	From 16.06.2010 to 23.06.2011	Department of National Budget, General Treasury	0112-484500
	Mrs. A. L. A. Ramyakanthi	Director	Form 24.06.2011 up -to -date		
3.	Mr. P. L. U. Dissanayaka	Additional Secretary	From 21.10.2009 up- to -date	Ministry of Plantation Industries, 55/75, Vauxhall Street, Colombo 02	0112-438707
4.	Mr. P. D. Senarathna	Consultant	From 01.01.2007 up- to -date	Miloda Institution, Olcott Mw, Colombo 11	

Ex-officio Members under Section 45(1) c of the Act

Serial No.	Name	Substantive Post	Date of Appointment and duration of holding membership	Official Address	Telephone number
1	Mr. R. P. R. Rajapaksha	Commissioner General of Lands	From 19-08-2010 up-to-date	Department of Land Commissioner, Hector Kobbekaduwa Mw, Col. 07	0112-866172
2.	Mr. R. Hewawitharana	Commissioner General of Agrarian Services	From 10-03-2008 up-to-date	Department of Agrarian Development, No 42, Sir Marcus Fernando Mw, Colombo 07	0112-672712
5.	Mr. Kamal Mankotta	Director General of Agriculture	From 15.07.2010 up-to-date	Department of Agriculture, Gannoruwa, Peradeniya	081-2388331

Management of Physical Resources

Serial No.	Type of Asset	Position at the commencement of the Year	Changes occur during the year				Position at the end of the Year
			Purchasing				
1.	Cabs	10	03				13
2.	Cars	01					01
3.	Micro Kyron Jeep	02					02
4.	Van	01					01
5.	Motor bikes	01					01
6.	Duplo machines	01					01
7.	Photo copy machines	05	01				06
8.	Computers	31	10				41
9.	Computer printers	31					31
10.	Laptops	01					01
11.	Fax machines	20					20
12.	Typewriters	21					21
13.	Safes	10					10
14.	Cameras	01					01
15.	Televisions	01					01
16.	Refrigerators	01					01
17.	Roneo machines	02					02
18.	Speakers	01					01

Staff of the Land Reforms Commission

Determining to establish the Land Reform Commission as the leading institution in utilizing lands and physical resources alienated under Land Reforms Act for the prosperity of people and the country, the chairman holds office as the Chief Executive Officer of the Land Reforms Commission and his staff consists of 409 including executive director, directors of the divisions and assistant directors. This staff performs the role of Land Reforms Commission.

This staff has been divided among 14 divisions of the head office and 19 district offices.

Serial No.	Post	Number	Permanent	Contract	On training/ casual assignment basis
01	Chairman	01	01	~	~
02	Executive Director	01	01	~	~
03	Secretary	01	01	~	~
04	Consultant	01	~	~	01
05	Director I	02	01	01	~
06	Director II	03	03	~	~
07	Director III	01	01	~	~
08	Accountant III	01	01	~	~
09	Assistant Director IV	28	28	~	~
10	Personal Assistant	01	01	~	~
11	Legal Officer IV	01	01	~	~
12	Evaluation Inspector IV	01	01	~	~
13	Legal Assistant V	02	02	~	~
14	Staff Assistant V	30	30	~	~
15	Transport Officer IV	01	01	~	~
16	Typist Stenographer V	02	02	~	~
17	Accounting Officer V	06	06	~	~

18	Clerk VI	64	64	~	~
19	Clerk VII	102	101	01	~
20	Accounts Clerk VII	03	03	~	~
21	Field Officer VI	10	10	~	~
22	Field Officer VII	47	46	~	~
23	Typist VI	18	18	~	~
24	Typist VII	19	17	~	02
25	Shroff VI				
26	Draftsman VI	~	~	~	~
27	Translator	01	~	~	01
28	Telephone Operator VI	01	~	~	01
29	Roneo Machine Operator VIII	01	01	~	~
30	Photo copy machine operator VIII	01	01	~	~
31	Driver VIII	16	16	~	~
32	Book binder VIII	01	01	~	~
33	K.K.S. VIII	33	33	~	~
34	Security Guard VIII	33	33	~	~
35	Coordinator (On assignment basis)	01	~	~	01
Total		409	401	03	05

A brief report on the progress on the tasks perform from 01st January 2011 to 31.12.2011 and the tasks performed by each division of the Land Reforms Commission is as follows:-

1. Chairman's Division and Executive Director's Division

Serial No.	Post	Number of posts
1	Chairman	
2	Executive Director	
3	Personal Assistant	01
4	Clerk	01
5	Typist	01
6	Karyala Karya Sahayaka	03
Total		08

Chairman - Mr. Nimal G. Punchihewa Attorney-at-Law

Executive Director -Mr. Hariguptha Rohanadheera Attorney-at-Law

- I. Providing instructions and needed approvals regarding all the tasks of the Land Reforms Commission
- II. Taking actions to solve the problems of the public, who come to the office, at the maximum level
- III. Formalizing the tasks of the institution through coordinating with the Ministry
- IV. Coordinating with H.E the President and Ho. Ministers

2. Secretary's Division

Composition

Serial No.	Post	Number of Posts
1	Secretary	01
2	Clerk	01
3	Typist	01
Total		03

- Mr. Senerath Wanigathunga, Attorney-at-Law is the Secretary of the Land Reform Commission.
 - I. Examination of all papers of the Commission submitted by all the divisions of Head Office and submission of them to the Board of Directors
 - II. Calling of the minutes of the meetings of the Director Board and referring them to relevant divisions
 - III. Calling of project committees and keeping relevant records

3. Composition of the Management and Human Resource Development Division

Serial No.	Post	Number of posts
1	Director	01
2	Transport, Maintenance Officer	01
3	Staff Assistant	03
4	Clerk	11
5	Typist	01
6	Field Officer vii	01
7	Photo Copy Machine Operator	01
8	Roneo Machine Operator	01
9	Driver	03
10	Karyala Karya Sahayaka	03
Total		38

Mrs. P.A.M.R. Chandrasekara is the Director, Management and Human Resource of Land Reform Commission.

Functions

- I. All administration activities relevant to all officers of the Land Reforms Commission
- II. Activities related to recruitments, promotions, transfers and salary increments, personnel administration
- III. Activities related to coordinating with the district offices.
- IV. Performing welfare activities of the officers
- V. Fulfilling office needs and requirements
- VI. Carrying out daily office maintenance activities
- VII. Carrying out procurement activities
- VIII. Preparation of Corporate plan, Action plan, annual reports and other reports.
- IX. Issuance of Administration circulars relevant to Land Reform Commission.
- X. Taking action to release gratuities, contributions of EPF and ETF of officers who retired and resigned from the service of the Commission.
- XI. Organizing Common Festivals
- XII. Maintaining the common system for management of vehicles
- XIII. Carrying out disciplinary activities of the staff of the institution.
- XIV. Maintaining audit reports and reporting to Public Accounts Committee regarding information on public enterprises
- XV. Submission of annual reports to the Cabinet of Ministers and Parliament.
- XVI. Supervising the District Offices.

Main tasks performed during the period from 01.01.2011 up to 31.12.2011

- I. Management of organization structure and the staff of the institution
- II. Updating the recruitment procedure
- III. Training and development of the staff
- IV. Formalizing the district offices
- V. Implementing annual transfers
- VI. Establishing a methodical promotion scheme
- VII. Fulfilling office requirements
- VIII. Maintenance of the Head Office building.
- IX. Organizing an awarding ceremony of Ranbima deeds at national level to award the deeds by the Land Reform Commission.
- X. Implementation of joint programs by Freedom Employees Association and welfare society
- XI. Care for clients- conducting public day programme

I. Organization structure of the institution and staff management

Even though action has been taken for a long time to obtain approval for the organization structure, cadre and posts of Land Reforms Commission so far it has become impossible to achieve that target.

Therefore, action has been taken at several occasions to clarify this problematic situation by conducting discussions with Department of Management Services, National Salaries and Cadres Commission and the President's Secretariat.

On the instructions given after the discussions with National Salaries and Cadres Commission, it has been informed to obtain approval of relevant Ministries in order to approve the cadre. Further, cadre and organization structure of Land Reforms Commission have been submitted to the President's Secretariat along with all relevant particulars.

Having studied the facts and information provided the recommendation for the list of posts relevant for obtaining approval for the cadre of the Land Reform Commission has been granted to the National Salaries and Cadres Commission by the letter of the H.E. the President No. RDID/2/2/1/2 dated 30.11.2010

II. Updating the procedure of recruitment

A Discussion has been conducted with the National Salaries and Cadres Commission in respect of granting approval for the cadre. Accordingly it has been informed that the cadre of the Land Reforms Commission should be restructured as per Management Services Circular No. 30. Therefore, it has been submitted to Department of Management Services along the recommendations of the relevant Ministry and Salaries and Cadres Commission. Accordingly, approval has been granted for the restructuring of the cadre of the Land Reform Commission. Department of Management Services has instructed to prepare a

new recruitment procedure according to the said restructuring and to submit for approval of the cadre according to the recruitment procedure. Accordingly, action has been taken to submit a copy of the draft of the new recruitment procedure to the Salaries and Cadres Commission.

It has been informed by National Salaries and Cadres Commission and Department of Management Services that actions will be taken to grant approval for the procedure of recruitment and the cadre after making a study of the same.

III. Development of staff

- Around 120 officers were directed to follow English and Tamil language Courses with the aim of improving skills, knowledge and experience of the staff.
- A scholarship was offered to the Director Human Resources to follow a Diploma Course in E- State Policy for Chief Modification Officers organized jointly by the Information Technology Institute of the Presidential Secretariat and the Postgraduate Institute of Sri Lanka, by the same institution.
- Four officers were directed to participate in one-day training workshop on transport management conducted by ICTAD. In the meantime two officers have been directed to participate in one day workshop on Store Management and Supply Management.
- Two weeks training has been given to five officers with a view to provide them knowledge on office functions before the recruitment.
- 25 officers were directed to follow the basic computer training course at the Ministry of Skills Development with a view to enhance their knowledge on computer applications.
- Following the proper scheme promotions were granted to six posts of Staff Assistants whilst another five promotions were granted to the post of Accounting Officer from internal staff.

IV. Formalizing district offices

- The concept of S-5 was introduced to district offices in order to carry out activities efficiently and methodically and many offices have started implementing the concept.
- Actions were taken to provide computers and fax machines in two phases and to provide required office equipment for offices which have not received any, within few phases.
- With a view to expedite the duties within districts and increase the revenue, action has been taken to provide official vehicle facilities for 14 days.
- Action has been taken to provide official vehicle facilities on permanent basis for the District Secretariats of Kandy, Kurunegala and Puttalam with a view to expedite the duties within districts and increase the revenue. It is targeted to increase revenue and the monthly lease of the vehicle should be given by the relevant District office.
- Participation in the mobile services carried out at district level on the approval of the Chairman/ Executive Director.

V. Implementation of annual transfers

Actions have been taken to call application from the officers who expect to be transferred in accordance with the Transfer Procedure 2011 prepared relevant to the Land reforms Commission. Appropriately appointed Transfer Board has provided transfers for the officers with maximum justice.

VI. Establishment of formal promotion scheme

It seems as a whole that there is an incremental growth in the functions performed by the staff of the Commission, especially it has been identified that there is a necessity to enhance the attitudes, formal work study, application of modern methodologies and modern technology. Accordingly, it has been proposed to grant a Grade absorption or promotion to the officers who have satisfied required qualification following a formal methodology once the approval is received for new procedure of recruitment and cadre. Further, it has been proposed to recruit suitable officers to the vacant posts based on the proposed new salaries, once the approval is received for the new procedure of recruitment and cadre.

VII. Fulfilling office requirements

- Actions were taken to purchase 03 new cabs following prescribed procedure, to carry out day today activities of the office in an effective way.
- Two digital photocopiers with higher capacity have been purchased for the office.
- In addition to the main duties mentioned above, other daily activities such as recruitment of the staff and providing increments were carried out successfully and an exhibition stall was successfully maintained at Deyata Kirula National Development Exhibition held in Buttala on 04th February 2011.

VIII. Maintenance of the Head Office Building

The Head Office of the Land Reform Commission which has been established in year 1972 is still remaining at buildings No.C81 and C82 located at Hector Kobbekaduwa Mawatha, Colombo 07 that belong to the Ministry of Public Administration. Several discussions have been conducted with Additional Secretary of Ministry of Public Administration regarding the problem arisen due to increasing the lease rent of the building with retrospective effect. It was stated in the discussion to take action to take over the building by the land Reform Commission. On such instructions, initial activities were carried out to submit Cabinet Paper informing the President Secretariat.

IX. Organizing an Awarding Ceremony of Ranbima deeds at national level for families that do not own land.

A ceremony for awarding Ranbima deeds has been conducted under the auspices of H.E. Mahinda Rajapaksha, the President of Democratic Republic of Sri Lanka and with the participation of other dignitaries on 3rd April, 01st December 2011 in order to grant deeds for landless families covering all over the island.

X. Joint programmes conducted by Freedom Employees' Association

- Organizing a ceremony to celebrate New Year on 01st January with the participation of the staff.
- Organizing an awarding ceremony of Ranbima deeds on 17th March under the auspices of H.E. the President and with the participation of dignitaries.
- Conducting new year festival with the participation of the staff on 18th April to mark Sinhala and Hindu New Year.
- Opening a canteen for the Head Office.
- An alms giving has been held on 26th, 27th and 28th in Nagavihar, Jaffna and a lunch was given to a Children's Home with the participation of the staff for the 28th commemoration of Late Hon. Hector Kobbekaduwa, pioneer of Land Reform Commission.
- An awarding ceremony of Ranbima deeds was organized on 22nd of September under the auspices of Prime-Minister of Socialist Democratic Republic of Sri Lanka Mr. D. M. Jayarathna and with the participation dignitaries at Head Office.
- Trip to Jaffna and Anuradhpura was organized with the cooperation of staff of Head office and District offices in order to improve the ability to work as a team.
- A Sports Meet and a Lunch was organized at Dehiwala Holiday Resort on 31 December in order to enhance the team spirit of the staff.
- A programme was organized, in collaboration with Welfare Society and trade companies to provide textile and electronic goods for staff under easy payment scheme, and another programme was organized in collaboration with "Clear Vision Company" to provide spectacles for staff according to the necessity, under easy payment scheme.

XI. Customer Care - Carrying out Public Day

A Public Day is held at Head office in every Wednesday from 9.00a.m to 4.00 p. m in order to redress the grievances of clients, to solve the land disputes, to identify problems, to discuss the problems, and to inquire complaints. Around 200-300 clients are participating from island wide, and general public will get an opportunity to talk about their problem directly with Chairman, Executive Director, and Divisional Directors.

The Public Day, of District offices are conducted on Mondays and Wednesdays.

District Offices

19 District Offices have been established as at 2011 December, and administration work is being carried out. Preliminary activities for establishment of Trincomalee and Jaffna District Offices have been started. Composition of staff of each District Office is as follows.

Name of the District	Colombo	Kalutara	Gampaha	Hambanthota	Matara	Galle	Rathnapura	Kegalle	Embilipitiya	Monaragala	Ampara	Batticaloa	Kurunrgala	Puttlam	Anuradhapur	Nuwara eliya	Matale	Badulla	Kandy	Total
Asst. Director	01	01	01	01	01	01	01	01	-	01	01	01	01	01	01	01	01	01	01	18
Staff Assistant	01	01	01	-	-	01	01	-	-	-	-	-	-	01	01	01	01	01	01	11
Clerk	04	04	05	03	06	06	07	06	07	05	01	01	06	02	02	02	05	03	09	84
Account Officer	-	01	-	-	01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	02
Accounts clerk	-	-	-	-	-	01	-	-	-	-	-	-	-	-	-	01	-	01	-	03
Field officer	02	03	03	02	04	04	04	02	03	02	02	-	05	03	03	01	01	04	03	51
Typist	01	01	01	01	01	01	01	01	02	01	01	01	02	01	01	-	01	01	01	20
K. K. S	01	02	-	01	01	01	01	01	-	01	01	01	02	01	-	01	01	-	01	17
Associate officer	-	-	-	-	02	-	-	-	02	01	-	-	-	01	-	-	-	01	-	07
Total	10	13	11	08	16	15	15	11	14	11	06	04	16	10	08	07	10	12	16	213

Role of District Offices

- Engaging in field work
- Participating in interviews for selecting allottees, and making them aware.
- Mediating when providing lands for institutions for purposes of the government, and for private institutions
- Implementing the process of releasing lands from government institutions, which are to be distributed under permission of head office.
- Checking and recommending A/ L form for distribution of applications for allottees.
- Under special instructions of Chairman and Executive Director, participating in special field inspections in necessary occasions.
- Holding “Public Day” in Wednesdays/ Mondays at office, and performing the duties related to it.
- Maintaining Land Register, Staff files
- Participating in land cases of the district, in instances where participation of Directors is needed.
- Reporting to the Chairman, in order to take policy and important decisions.
- Collecting the particulars of the general public and the declarants who visit the office for official purposes and providing them necessary instructions under the supervision of the Chairman.
- Supervision of financial activities of District Offices
- Collecting Revenue
- Supervising field activities of field officers and training.
- Searching for information about unidentified lands in declared fields, and lands more than 50 acres which were not declared.
- Taking action to improve the income, for future of the commission.
- Inspecting fields, with relevance to inspection reports submitted by Field Officers

- Making allottees informed, and participating in interviews for selection of them.
- Carrying out inspections regarding land settlement, and organizing Deeds Awarding Ceremonies.

04. Computer Division

Composition

Serial Number	Post	Number
1	Stenographer and Typist	01
2	Clerk	02
3	Typist (Female)	01
Total		04

05. Internal Audit Division

Composition

Serial Number	Post	Number
1	Assistant Director	01
2	Staff Assistant	01
3	Clerk	03
4	Typist	01
Total		06

Under overall Supervision of Mr. T. Narendranadan the Acting Director of Internal Audit Division of Land Reform Commission

- Performance of duties in terms of powers vested by sub section 01-03, Section 2 of Part II of the Financial Code of the Land Reform Commission prepared as per Land Reform Act No. 1 of 1972 and Finance Act No 38 of 1971.
- Pre auditing of compensation and payment of interest for agricultural lands alienated to Land Reform Commission.
- Verification of the availability of documents required for the preparation of deeds and the matters such as recovery of money on valuation reports and condition of persons.

- iv. Assisting to carry out future activities by minimizing the weaknesses shown in final accounts of the Land Reform Commission based on the reports of the Auditor General.
- v. Calling of information from relevant divisions regarding the audit queries made by the Auditor General and verification of the adequacy and further conducting inquiries regarding the complaints.

Main tasks performed during the period from 01.01.2011 up to 31.12.2011

- Holding 04 Audit and Management Committees by the commission for the year 2011
- Taking disciplinary actions against four (04) officers after carrying out several raids at district offices and thereby establishing proper methodology in respect of duties.
- Auditing of 12 files for the payment of compensation
- Auditing of 10 files for the payment of interests
- Sending replies for 16 audit queries made by the Department of Auditor General for the year 2010 and sending replies for the final report of the Auditor General.
- Verification A/L applications for the preparation of deeds.

06. Land Ceiling Division

Composition

Serial Number	Post	Number
1	Director	01
2	Assistant Director	02
3	Staff Assistant	02
4	Assignment basis	01
5	Clerks	12
6	Typist	01
7	Book Binder	01
8	Karyala Karya Sahayake	01
Total		21

- Mrs. W.H.M. Kusum Herath performs duties as Director of Land Ceiling Division
 - I. Obtaining declarations from persons who have the ownership of agricultural lands in excess of ceiling, i.e. more than 50 acres.
 - II. Reservation of 50 acres as statutory determination from the lands of the persons who made declarations; i.e. Declarants, on their consent and providing such lands after publishing the same in the Gazette.
 - III Provision of lands, on the request of Declarant, to the declarant's children below 18 years of age as at 26/08/1972 or parents under section 14 of the Land Reform Act subject to a ceiling of 50 acres for each person.
 - IV Provision of lands to the declarant's children who had ownership of lands even though they were below 18 years of age as at 26/08/1972 under section 22 e of the Land Reform Act subject to a ceiling of 50 acres for each person.
 - V Sending information on the extent of lands, which have been alienated to the Land Reform Commission after providing lands for above legal obligations, to the Valuation and Compensation Division for the payment of compensation.

Number of the legal obligations which have been concluded during the period from 01/01/2011 to 31/12/2011

Serial Number	Description	Number of activities performed
I	Issuing Gazettes on statutory determination under section 19	10
ii	Submission of draft deeds under section 22(I)a for exchanges on Statutory determination	20
iii	Submission of drafts of the deeds for exchanges on Statutory determination under Section 22 (1) a	24
iv	Issuing deeds	11
v	i. Providing alternative lands under Section 22(1) a to Minors	02
vi	Providing alternative lands	
vii	Releasing portions of non-declarant lands	02
viii	Releasing Lands fallen under Vihara Devala Act	02

Even though documents are available on lands alienated to Land Reform Commission, lands released by the Commission and the lands owned at present by the Commission, unavailability of a correct final document is observed as a problem faced by the commission for a long time.

However, it has become possible to fulfill 80% of the expected tasks after obtaining the service of an experienced officer to calculate the extent of land which could not be provided for statutory determinations and to confirm the possession and ownership of lands to the commission, which have been alienated to the commission.

Issuance of Deeds

Serial Number	File Number	Name of the transferee	Name of the Land	Plan Number	Lot Number	Relevant Section	Deed Number	Extent		
								Acres	Rood	Perches
01	/3217	Lakmini Ramani Helena Wijesundara	Godawela Kumbura	1675	03	22(1) e	3379	02	0	00
02	.../118		Galaha Watta	568	01	22(1)b b		10	0	00
03	.../1551	Sunil Abeywardane	St. Bridget Watta	197/2011	01	22(1) a	2662	01	3	38
04	do	-do	Nagalanda Watta	2012/20	01	22(1) a	2303	00	2	30
05	do	do	Keenakele Watta	9991	01	do	-	00	2	30
06	.../1591	Lavent plantation (pvt) company	Meegoda Watta	6892	From 01-11	22(1) a	-	50	0	00
07	.../1168	Dhammika Jayanath Amarathunga	Walbothale watta	453/94 454/94 298/94	From 01-04	22(1) e	2649	03 04 07	2 2 3	01.1 8 30.6 29.0
08	6/1 Walawe Kepok Morahela	Mrs. Vishaka Ellawala	Warnagala Watta	1144	01	22(1) a	-	10		
09	do	Mrs. C. A. Ellawala	Kirimetiya Watta	3877	01	22(1) a		06		
10	/259	Mr. Gemunu Jayasinghe Mrs. Samantha Amarasinghe (Non-Declarant)	Woodland Watta (Kurunegala)	6697	409A	22(1) a	2289	31 16	1 0	22 00
11	.../303	P. H. Lalith Gunasena P.H. Gamini Gunasekara P.H. Indrani Gunasekara (Minor)	Greenwood Watta	195/20 10	1A 2A 3A	22(1)a		10 10 10	1 1 1	32 32 32

12	.../613 .../614 .../615 .../616 .../617 .../618 .../619 .../620	P. H. Sugathadasa P. H. Gunasena Edlin Pitakotuwege P. H. N. Jayawardena P. H. D. P. Gunasekara P. H. Pathmathilake P. H. S. S. Gunasekara P. H. Thilakarathna	Greenwood Estate	108/2011	4A 5A 6A 7A 8A 9A 10A 11A } 11C }	22(1)a	2313	09 09 09 09 09 09 09 07 01	3 3 3 3 3 3 3 3 3	06.6 06.6 06.6 06.6 06.6 06.6 06.6 28.8 17.2
13	.../195	Gamini Keerthi Jayasena	Wariyapola Watta, Upland Portion	998	-	22(1)a		13	0	00
14	...479	W. M. M. S. B. Palamakumbura	Liyangahapela	51	01	Section 14		25	0	00
15	.../562	Nagur Mihira	Kadiyanle	2714/84	06	3(2) b	2304	25	0	00
16	.../352	G. S. M. Hilmi	Walbothale watta	1698	01	22(1)a	9609	30	2	34
17	.../352	G. S. M. Hilmi	Walbothale watta , Bebilapitiya Watta	1698 1709	02 01	22(1)a 22(1)a	9610	00 14	2 0	14.8 6 01.0 3

Releasing lands for Vihara, Dewalagam

Serial Number	File Number	Name of the Institution	Name of the Land	District	Extent		
					Acres	Rood	Perches
01	6/1/185/VD iii	Sri Maha Patthini Dewalaya, Kandy	Morakwatta	Kurungala	06	2	08
02	do	Yugadana Rajamaha viharasthanaya	Kumara Watta	Monaragala	120	0	00

Gazettes on Statutory Determination under Section 19

Serial Number	File Number	Name of the Declarant	Name of the Land	Gazette Number	Plan Number	Lot Number	Extent		
							Acres	Rood	Perches
01.	.../105	Mr. Herath Mudiyansele Meegaha Ele Appuhami Herath	Ritagahathenna Asweddume Hena Ange Kumbura Thennawela Kumura Thennawela Watta		FVP/158	644 645 646 647 648	02	1	21
	do	do	Merianhill Watta		FVP/167	157 158 159	36	3	10
	do	Do	do		FVP/168	396 397	10	0	10
02.	.../2221	P. B. S. Dissanayake	Rockbartan Watta		FVP//500	1	48	0	00
03.	.../178	Dharmadasa Nalin Keerthi Welikala	Kalawalathenna Hena		FVP/243	285 286	16	0	35
	do	do	Somikandura Watta		FVP/243 Ex/05	287	26	2	00
	do	do	Adagalu Elle Goda		FVP/244 Ex/03	447	06	0	19
			Moradugala Vila Kumbura		FVP/1791	1	00	3	29
	do	do	Polon Kanaththa		FVP/1792	1	00	3	16
04.	.../55	Mrs. Brenda Seelawathi Halangoda	Dehigas Hinna Watta		FVP/848	223 225	49	3	39.83

05.	.../86	Mrs. Rasamma Etheer Manasingham	Alladiwadadei Nadanaikandim Eruwil Maddai. Makilur Wattai Iduppadiyadikan		FVP/504 do FVP/Mada530 FVP/Mada1108 FVP/mada461	1 1 1 2 4.5	05 .04 10 .04 .04	1 0 1 0 2	36 25 26 33 01
06.	.../500	Mr. A. W. T. Dedigama	Kanawinna Liyadda. Nagaha Kumbura. Punchige Kumbura. Midella Waguru		FVP/228 Ex/10	218 219 220 221 222	2	3	3
			Polwatta Kumbura ElleKumbura		FVP/161 EX/06	447 449	01	0	39
			Wathukumbura		FVP/161 EX/07	437	00	0	15
			Domibogaha Peliya. Pahala Kella HaliyaLiyadda		FVP/161 EX/20	459 460 461	00	3	29
			Dampahale Kumbura Hatara Liyadda		FVP/33 EX/04	1088 1089	01	1	35
			Rathmale Kumbura		FVP/204 EX/10	176	00	0	12
			Dedigama Watta		Ke/1052	01	14	0	29.5
			Walamaha Aswedduma. Tharabaru Kanda. Hendiri Kumbura. Palle koholana. Radaliyadda Kumbura		FVP/18 EX/09	58 59 60 61	01	2	16
			Hewaniwela Kumbura		FVP/18 EX/10	62	00	0	37

			Peellagawa Kumbura		FVP/32 EX/04	76	00	3	22
			Puwak Owita, Helgaha Owita. Mulle Owita		FVP/15 EX/22	595 596 597 598	01	3	05
			Polwattagala Kitula Hena		FVP/15 EX/21	594	10	3	32
			Digana Kumbura		FVP/231 EX/08	162	00	2	38
			Bokkuwegawa Kumbura		FVP/227 EX/09	269	00	0	03
			Badahela Kumbura		FVP/227 EX/10	269	00	3	31
			Kanawinnakudamaha Kumbura		FVP/227 EX/11	270 271	00	1	28
			Hathahemitiya Panliyadda. Kekirannaya Kumbura. Gu Liyadda. Linda Liyadda Horakada mulla Kumbura		FVP/228 EX/08	211 212 213 214 215 216	04	1	21
07.	.../144	I. Hettiarachchi	Narangaha Hena	1732/12	ka/145	01. 02 03. 04	25	3	37
	do	do	Wewelhena Alunwenna Hena		Ka/843	01	04	0	03
			Pannila Kumbura		Ka/844	01. 02. 03	17	0	31

			Narangaha Watta. Danbedde Hena. Dikbedde Hena. Ulkendewela alias Andubogaha Kumbura		FVP/2481	01	01	2	02
08.	.../31	Dayawansha Chandrasiri Hewawithana	Anura B. Watta	1732/15	FVP/2333	01	19	1	20
			Thambiyamulla Hena alias Nimalsiri Watta		FVP/423	01 02	12	3	03
			Dayasiri B. Watta		FVP/10	1049	09	0	00
			Wilthitho Liyadda Pahala Helabane Deniya Owita		FVP/788	01 02 03. 04	05	1	30
09.	.../07	Maruthappa Kandasami	Land of Pesalei Ice Factory	1683/30	Man/164	01	05	3	31
			Cholai Kadu	45			40	3	01
			Koppu Korawai		Man/163	01	00	1	00
			Pular Manthi		Man/186	01	01	3	04
			Aththiyadi Bokamami		Man/167	01	00	1	35
			Puwarayadi Kamumi		Man/167	02	00	3	09
10.	.../35	Eebrahim Saibu Thajudeen Elamalnetha Wahakotte	Minihom Pitiya Hena		86	15	15	1	01.22
			Haratha Pallige Kumbura		84	56	00	1	21
			Puswellagawa Hena Weralugahamula Kumbura		85	124 125	01	1	28

			Wedahitiya Gala Hena		86	45	00	0	19
			Galagawa Hena Dambagahamula Watta		88	19 20. 21	01	2	15
			Ambagahamula Watta Kendagas Watta Medawela Kumbura		92	103 104 105	00	2	35
			Polkumburawela Pillewa		92	105	04	0	28
			Siyabala Gamuwe Kumbura		94	335	00	1	27
			Ambagahawela Kumbura		95	219	00	1	16
			Maloya Mookalana		97	649	22	1	19
			Dalupotha Yaya Kumbura		344	1314	00	2	05
			Ambanpola Kumbura		2736	61	08	0	23
11.	.../201	Narayana Mudiyanseleage Punchi Bandara	Galkaduwa Hena Watta		Ku/1604	01	02	0	37
			Walau Watta		Ku/1605	01	00	2	29
			Elakola Made Hena		Ku/1606	01	00	1	29

			Galahitiyawa Watta		Ku/906	01	00	0	31
			Ihalagame Watta		Ku/1607	01	01	2	11
			Thurugosgaha Kumbure Pillewa		Ku/1599	01	00	0	4 1/3
			Siyabala Kumbure Pillewa		Ku/907	01	00	0	30
			Budugahamula Hena		Ku/1595	01	01	0	12
	.../201	Narayana Mudiyanseleage Punchi Bandara	Theradangahamula Hena		Ku/1596	01	00	0	34
			Kotakande Hena		Ku/1613	01	01	3	32
			Pankotuwe Watta		Ku/1615	01	00	0	19
			Galmulla Watta		Ku/1668	01	03	3	30
			Uduwaralage Watta		Ku/1671	01	01	0	30
			Kahatimulla Watta		Ku/1664	01	02	0	30
			Beligahamula Watta		Ku/1664	02.03	02	2	20
			Denigalamula Watta Pallawalayage Watta		Ku/1666	01.02	01	2	26
			Meegahamula Kumbura Meekanuwa Liyadda Ambagahamula Peella		Ku/603	01. 02.03	01	1	16

			Pitawela Kumbura Radawewa Goda Kumbura		Ku/501	01 02 03	02	3	04
			Kerelwele Liyedda. Deniya Kumbura. Kotagahamula Kumbura. Geethara Kumbura		Ku/205	01 02.03	03	1	00
			Eeriya attha Polathugolla Alakolamade Made Aswedduma		Ku/524	01 02	04	0	23
			Dalukotha Kumbura. Makul Gaha kumbura Hottige Kumbura. Bulatha Makulgaha Kumbura. Pillewa		Ku/557	01.02 03.04 05	02	3	25
			Mawana Kumbura. More Kumbura		Ku/794	01 02.03	00	3	12
			Kanatimulla Dahanik Kumbura		Ku/66	01.02 03	01	3	18
			Ihala Aswedduma. Meegaha Kumbura. Aswedduma. Pokuna Wela		Ku/523	01.02 03.04	05	2	14
			Siyambala Kumbura		Ku/706		03	1	10
			Koholana Aradeniya Jambugahamula Kotuwa		Ku/1681		00	2	02

07. Valuation and Compensation Division

Composition

Serial number	Post	Number
1	Valuation Inspector	01
2	Staff Assistant	01
3	Stenographer, typist	01
4	Clerk	01
5	Court Clerk	01
6	Typist	01
7	Karyala Karya Sahayake	01
Total		07

Valuation and Compensation Division of the Land Reform Commission is carried out under overall supervision of Acting Director Mr. J.W. Hapuarachchi

Introduction and Activities

- I. Getting the accuracy of ownership of lands related to compensation, certified.
- II. Examination on inheritance, distribution of compensation and testamentary cases (in connection to compensation)
- III. Payment of compensation for lands alienated finally to the commission from declarants
- IV. Calling government valuation reports for alienation, sales, sale of lands etc.

Tasks of the Division

Tasks of this division has two components

01. Payment of compensation for lands alienated to the commission
02. Calling valuation reports from Chief Valuer for sale of lands and issuing land on lease

Task 01

01. I. Taking action to pay compensation to lands alienated to commission out of declared lands.

For this purpose, legal provisions made from section 29 up to 42 of the Land Reform Act No. 1 of 1972 and guidelines made by amended Acts are applied.

02. Calling valuation reports from Chief Valuer of the government, to sale and lease lands approved by the commission, and reporting those valuation to Land Alienation, Land Ceiling and Project Divisions for future activities.

1. Apart from aforesaid task 2, taking action to revise lease as per Secretary to the President's Circular No: SEI/A/4/34

(Subjected to calling the valuation of the Chief Valuer)

2. 11 Estimating Timber and preparation of draft valuation reports

Valuation Activities Performed

Serial Number	Activities	Physical			Financial				Valuation for other emoluments	Payments
		Lease	Sale	Payment of compensation and interest	Issuance of land on lease	Sale of lands				
						The valuation called for selling on such value	Sale on the calculation of compensation	Valuation called for sale under exchange		
01	Calling Valuation	49	116	-	-	-	-	-	-	-
02	Valuation Reports issued	22	133	-	-	-	-	-	-	-
03	Values of valuation reports issued	-	-	-	148,730,000/- (interest of lease is 4% &6%)	201,944,825/-	5,049,602/-	24,246,500/-	-	-
04	Revision of Lease rent	41	-	-	15,938,740/-	-	-	-	-	-
05	Timber Estimation	-	58	-	-	-	-	-	2,313,275/-	
06	Metal and other minerals	01	-	-	-	-	-	-	192,100/-	
07	Earning on Service Charges	-	-	-	-	-	-	-	5,068,314/-	
08	Payment of compensation for declarants	-	-	10	-	-	-	-	-	648,516.24
09	Payment of interest for declarants	-	-	06	-	-	-	-	-	1,921,502.14

08. Land Alienation Division

Composition

Serial number	Post	Number
1	Assistant Director	03
2	Staff Assistant	04
3	Clerk	17
4	Tamil Translator	01
5	Typist	02
6	Karyala Karya Sahayake	01
Total		28

- Mrs. Pushpa Karunaratne- Assistant Director,
- Mrs. Thusharika Sanjeevani Wadduwage- Assistant Director,
- Mrs. Anusha Chandanaratne - Assistant Director,

perform duties a under the overall supervision of Executive Director of Land Reform Commission

- I. Alienation of lands to persons for housing purposes
- II. Sale and leasing of land to State Cooperation and Statutory Boards
- III. Sale of land portions for agricultural purposes
- IV. Conducting land kachcheries and coordination for regularization of unauthorized occupations.
- V. Take action regarding survey orders
- VI. Giving instructions to issues related to surveying.
- VII. Obtaining field reports from District Offices

- VIII. Coordination of activities related to survey plans
- IX. Updating and following up information on encroachers
- X. Unauthorized encroachers, taking actions in that behalf and carrying out investigation.
- XI. Obtaining land alienation application, supervision and follow up actions
- XII. Matters related to succession
- XIII. Matters related to land sale applications
- XIV. Coordination of District Offices.

Tasks performed during the period from 01.01.2011 to 31.12.2011

I. Sale

	Number of persons	Extent		
		A	R	P
Referring to prepare deeds in relation to the alienation of lands to people for housing purposes	1367	238	2	08
Referring to prepare deeds in relation to sale of lands to state corporations and statutory boards	04	06	2	22
Referring to prepare deeds in relation to sale of lands (paddy fields) to persons	06	04	3	27

09. Project Division

Composition

Serial number	Post	Number
1	Assistant Director	01
2	Staff Assistant	02
3	Clerk	04
4	Field Officer	03
5	Typist	01
6	Karyala Karya Sahayake	01
Total		12

Assistant Director, Mrs. W.K.K. Gunathilaka performs duties under the overall supervision of Executive Director of Land Reform Commission.

Introduction and Activities

- I. Leasing of Lands on proper procedure to be followed in providing lands on lease which are belonging to Land Reform Commission (for projects)
- II. Referring the matter to the project committee before providing lands for projects on lease
- III. Preparation of relevant reports for obtaining approval of the Board of Directors
- IV. Submission for the approval of the Minister in Charge of the subject
- V. Calling of valuation reports
- VI. Issuing a proper lease agreement after recovery of lease rent

*Action has been taken to issue 38 survey orders on behalf of 497 Acres 1 Rood and 34 Perches, for various projects from 01.01.2011 and 31.12.2011.

Progress as at 01.01.2011 to 31.12.2011

* For which lease agreements were issued

- For industrial activities	-08
- For agricultural activities	-04
- Mineral Resources	-01

* For which action is being carried out to issue lease agreements

- For industrial activities	- 32
- For agricultural activities	-30
- Mineral Resources	-08
- Leasing for other activities	-05

10. Deeds Division

Composition

Serial Number	Post	Number
1	Consultant	01
2	Legal Assistant	01
3	Staff Assistant	01
4	Clerk	08
5	Typist	02
6	Karyala Karya Sahayake	01
Total		14

Supervision is done by Mr. Ernie Kithulgoda Yasathilaka- Consultant Deeds, of Land Reform Commission

Introduction and Activities

Objectives:-

Role:-

Deeds have been issued for nearly 3000 beneficiaries within the year 2011, covering all the districts of the island. Accordingly, Land ownership has been provided by this division approximately to 15000 beneficiaries. Deeds issued to each district during this year, is as follows.

District	Number of Deeds
Colombo	60
Gampaha	461
Kegalle	233
Kalutara	149

Matale	144
Badulla	181
Kurunegala	206
Puttalam	319
Kandy	335
Nuwaraeliya	252
Anuradhapura	39
Batticaloa	140
Ampara	159
Trincomalee	27
Matara	86
Hambanthota	13
Galle	73
Rathnapura	75
Monaragala	72
Embilipitiya	23
Total	2957

11. Survey and Demarcation Division

Composition

Serial Number	Post	Number
1	Director	01
2	Staff Assistant	02
3	Clerk	02
4	Typist	01
5	K. K. S	01
Total		07

- Mr. M.W.K. Dharmawardana performs duties as the Director, Survey and Demarcation Division of Land Reform Commission.

Registration of Licensed Surveyors - for year 2011

1. Colombo District

Serial Number	Name of L. S	Address	Telephone Number
01	Mr. J. M. S. Chandana	51/1, Uposatha Uyana, Uposatharama road, Pinwatta, Panadura	011-2644028 071-8010530 038-2241942
02	Mr. Nalin Herath	No 847/2, Daham Mawatha, Malabe	011-2885506 077-7279433
03	Mr. A. C. L.G. Athukorala	127A, Yakadawela Road, Matalana - Nittabuwa	033-2280342 077-3607941
04	Mr. H. K. Mahinda	24/9, Welyaya road, Nawinna - Maharagama	011-2802733 077-6406521
05	Mr. P. D. Gunasekara	"Metta", Kobawaka, Gowinna	034-2282215 077-5852511

2. Gampaha District

Serial Number	Name of L. S	Address	Telephone Number
01	Mrs. K.G. K. Bandara Menike	No 61/68, Isuru Mawatha. Gampaha Road- Yakkala	033-2228217 071-6444876
02	Mr. H. K. Mahinda	24/9, Welyaya road, Nawinna - Maharagama	011-2802733 077-6406521
03	Mr. A. C. L.G. Athukorala	127A, Yakadawela Road, Matalana - Nittabuwa	033-2280342 077-3607941

3. Kalutara District

Serial Number	Name of L. S	Address	Telephone Number
01	Mr. S.B. Abeysinghe	"Sandella", Kiriberiya, Panadura	038-2239979 071-8015020
02	Mr. L. P. Liyanage	No36/2, Shanthi Mawatha, Etambagoda- Panadura	038-2231900 077-5555888
03	Mr. P. D. Gunasekara	"Metta", Kobawaka, Gowinna	034-2282215 077-5852511
04	Mr. J. M. S. Chandana	51/1, Uposatha Uyana, Uposatharama road, Pinwatta, Panadura	011-2644028 071-8010530 038-2241942
05	Mr. G. P. V.S. Kusumsiri	No 400, Thalpitiya South, Galle Road, Wadduwa	077-7582588 038-2285238

4. Kandy District

Serial Number	Name of L. S	Address	Telephone Number
01	Mrs. S.P.H. Thennakoon	No:162/1, Haloluwa, Kandy	081-2492591 071-2766709
02	Mr. S. M. R. Samarakoon	70,Galaha Road, Peradeniya	071-9375897
03	Mrs. Manel Wijesiri Sangasighe	No 97, Aruppala Road, Aruppala - Kandy	081-2211668 071-8420266
04	Mr. B. G. Malani De Silva	No 22/ A/2, Hanthana-Housing Scheme- Kandy	081-2236028 071-8003316
05	Mr. Nimal Liyanage	19, Kretan Village, Nuwaraeliya	052-2223666 072-2119191
06	Mr. Ranjith Weerasinghe	No 14/55, Kurunrgala road-Nugawela	081-2491475 072-5695252

07	Mr. A. R. M. Mahinda Rathnayake	Nawayalathenna Road, Katugasthota	081-2499704 071-8299253
08	Mr. G.M. Damayantha Premarathna	No 64/ A 2/1, Kurunegala Road, Katugasthota	077-6935143
09	Mrs. Sisira Kumari Wijekoon	No184/8, Galagedara Lane- Katugasthota	081-3881685 071-6293601
10	Mr. D.U.D. Ranasinghe	25/ A, Seda Mawatha, Eldeniya - Kadawatha	011-5614839 072-5756573 072-3720334
11	Mr. D.P.B Dassanayaka	949/1, Peradeniya Road, Kandy	081-5675433 077-7842424

5. Matale District

Serial Number	Name of L. S	Address	Telephone Number
01	Mr. A. R. M. M Rathnayake	No365, Madawala Road, Katugasthota	081-2499704 072-3505876
02	Mrs. Sisira Kumari Wijekoon	No184/8, Galagedara Lane- Katugasthota	081-3881685 071-6293601
03	Mr. G.M. Damayantha Premarathna	No 64/ A 2/1, Kurunegala Road, Katugasthota	077-6935143

6. Nuwaraeliya District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01.	Mr. Nimal Liyanage	19, Krayton Village, Nuwaraeliya	052-2223666 072-2119191
02	Mrs. S.P.H. Thennakoon	No 162/1, Haloluwa, Kandy	081-2292591 071-2766709
03	Mrs. Sumangalee Subramaniam	No 20 C, Temple Road, Hatton	051-2223648 077-7514218
04	Mr. N.B. Athula	No.34, Thawalantenna, Kothmale	052-2259778 077-3440214 071-0402771
05	Mr. R.C. Weerasinghe	14/55, Kurunegala Road, Nugawela	081-2491475 072-5695252

7. Badulla District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. A.K. Ananda W.de Silva	No.62, Ambatenna Watta, Bandarawela	057-2223244 077-7426311
02	Mr. P.M.A. Kamalsiri	No 17, Jalanala Mw, Pinarawa- Badulla	055-3557192 071-8266892
03	Mr. H.M.U. Ransinghe	No.57, Nawulla, Demodara	055-2294145 071-6048015
04	Mr. Sarath Paranage	192/36, "Sandun Uyana", Mahiyangana Road, Badulla	055-2224447 071-4407191
05	Mr. K.K. Sudantha Rathnayaka	"Sandalu", daragala, Welimada	071-8221395 077-7228006 057-2244943
06	Mr. N.A.D. Thilakarathne	No.45, Welagedara, Badulla	071-8417917
07	Mr.R.M. Wimal Rajarathne	"Jayamal", Dikwatta, Welimada	057-2246654 072-5877839
08	Mr. W.A.N.K. Karunarathne	No 18/ A, United Trade Complex, Bandarawela	077-9364849 072-7936484
09	Mr. H.M. Rupasena	Ambawatta, Ella Road, Wellawaya	055-2274752
10	Mr. N.B. Athula	No.34, Thawalantenna, Kothmale	052-2259778 077-3440214 071-0402771

8. Moneragala District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. H.M. Upul Ranasinghe	No 57, Nawulla, Demodara	055-2294145 071-6048015
02	Mr. W.A.N.K. Karunarathne	18/ A, United Trade Complex, Bandarawela	077-9364849 072-7936484
03	Mr. H.M. Rupasena	Ambawatta, Ella Road, Wellawaya	055-2274752
04	Mr. K. Wimal	"Kanthi" Hettiyawala, Puhulwella	077-5843911 091-2224899
05	Mr. A.K. Ananda W.de Silva	62, Ambatennawatta, Bandarawela	057-2223244 077-7426311
06	Mr. Sarath Paranage	192/36, "Sandun Uyana", Mahiyangana Road, Badulla	055-2224447 071-4407191

9. Galle District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. Kapila Naiduwadu	Sampath Survey Associates 30A, Buddhadattas Mw, Polwatta, Ambalangoda	091-2258658 077-7778343
02	Mr. R. Vidanapathirana	Edurathwila- Poddala	091-2293063 071-8213950
03	Mr. D.M. Buddhadasa	Kumara mawatha, Patuwatha, Dodanduwa	091-2277446
04	Mrs. U.G. Nanda Malini Jayawardhana	No 80, Isurupura, Indigasketiya-Baddegama	091-2293531 071-8260166
05	Mr. G.P.V.S. Kusumsiri	No. 400, Thalpitaya South, Galle Road, Wadduwa	077-7582588 091-2226675
06	Mr. Ajith Ranjan Weerasooriya	33/11, W.T. Wijekulasuriya Mawatha, Magalle, Galle	091-2224051 077-3016316
07	Mr. D.D.Chitrasiri	Somagiri, Gandara Watta, Devinuwara	071-5133716

10. Matara District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. Rathnasiri Widanapathirana	Adurathwila, Poddala	091-2293063 071-8213950
02	Mrs. U.G.N.M. Jayawardana	No.80, isurupura, Indigasketiya- Baddegama	091-2293531 0718260166
03	Mr. Kapila Naiduwadu	Sampath Survey Associates 30A, Buddhadattas Mw, Polwatta, Ambalangoda	091-2258658 077-7778343
04	Mrs. U.G. Nanda Malini Jayawardhana	No 80, Isurupura, Indigasketiya- Baddegama	091-2293531 071-8260166
05	Mr. M. Widanagamachchi	No. 49, Meera Road, Izadeen Town- Matara	041-2223103 077-3118746
06	Mr. B.H. Nihal Silva	228/1, Sri Dharmawansha Mawatha, Walpola, Matara	041-2224560 077-3214948
07	Mr. H.K. Ajith Pushpakumara	No 63/9A, Sri Rathnapala Mawatha, Walpola, Matara	077-3582470 071-4083707
08	Mr. E.M. Premasiri	"Nimatha", Malimbada-Palatuwa	041-4920818 071-8274146
09	Mr. K. Wimal	"Kanthi", Hettiyawala, Puhulwella	077-5843911 091-2224899 077-5843911

11. Rathnapura district

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. Nalin Herath	No 847/2, Daham Mawatha, Malambe	011-2885506 077-7279443
02	Mr. Prasanna Rodrigo	No.709, Hidellana, Rathnapura	045-2228523 077-3217473
03	Mr. U.K.G.P.S. Pushpakumara	No.43B, Katuwawala, Boralesgamuwa	011-2518391 077-7323024
04	Mr. B.S. Alahakoon	No.168, Metishuddagara Road Werahara, Boralesgamuwa	011-4005082 071-8201140
05	Mr. P.M.A. Kamalsiri	17, Jalanala Mawatha, Pinarawa, Badulla	055-3557192 071-8266892
06	Mr. N.B. Abeysinghe	"Sandella", Kiriberiya, Panadura	038-2239979 071-8015020

12. Batticola District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. S. Sangaralingam	No46, Sinnaoppodai Road, Batticola	065-2224684 071-8020707
02	Mr. T. Elwarasu	Sivan Kovil Road, Natpaddimunai, Kalmunai	067-2221750

13. Kurunegala District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mrs. Jayanthi Rajapakshe	111, Kandy Road, Kurunegala	037-2224264 075-9143136
02	Mr. P.D. Pemasiri	"Geeth' Masotha Watta, Maspotta	037-2236666 077-3719093
03	Mr. D.N.M. Dissanayaka	Welikade, Nikadalupotha	037-2264594 071-8603009
04	Mr. M.J. Gomez	Welipennagahamula	032-2256566 077-7757789
05	Mr. N. Farook	Rahumaniya Street, Kinniya	026-2236272 077-2353272
06	Mr. G.B. Dissanayaka	No 234/10, Wilegoda Road, Kurunegala	037-2233036
07	Mr. J.T. galagedara	522/8, Second Phase, Anuradhapura	025-2223713 037-2223773
08	Mr. D.M.K.S. Dissanayaka	No 13/12, Jayapathirana Mawatha, Baudhdhaloka Road, Kurunegala	037-2230844 071-7388270 077-7289728
09	Mr. W.L.H. Fernando	Chilaw Road, Kolinjadiya, Wennappuwa	031-2255077 077-7899913
10	Mr. W.S.S.A. Fernando	502 K/1, Fr. Rex Dias Mawatha, Wennappuwa	031-2257833 077-7897188
11	Mr. B.D. Premarathne	No. 50, Rideegama Road, Mallawapitiya	075-0106213 072-2213265

14. Anuradhapura District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. J.T. Galagedara	522/8, Second Phase, Anuradhapura	025-2223713
02	Mr. B.S. Alahakoon	No.168, Metishuddagara Road Werahara, Boralesgamuwa	011-4005082 071-8201140

15. Embilipitiya District Office

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. G.W.K. Manamperi	No. 09, New Town, Embilipitiya	047-2230206 077-3417732
02	Mr. M.M.D.S. Shantha	Kosnathota, Godakawela	045-2240043 077-9916180

16. Puttalam District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. W.S. Sumith A. Fernando	502K/1, Fr Rex Diaz Mawatha, Wennappuwa	031-2257833 077-7897188
02	Mr. S. Shridharan	No.10, St Mary Road, Chilaw	032-2221532 077-7485301
03	Mr. W. Luxman H. Fernando	Chilaw Road, Kolinjadiya, Wennappuwa	031-2255077 077-7899913
04	Mr. M.J. Gomez	Welipennagahamula	032-2256566 077-7757789
05	Mrs. Jayanthi Rajapakshe	111, Kandy Road, Kurunegala	037-2224264 075-9143136
06	Mr. P.B. Dissanayaka	234/10, Wilegoda Road, Kurunegala	037-2233036

17. Kegalle District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. S.R.P.L. Senanayaka	No 16/1, Regent Estate, Rambukkana	035-2265154 077-9449477
02	Mr. V.K.G.P.S> Pushpakumara	43B, Bandarawatta, Katuwawala, Boralessgamuwa	011-2518391 077-7323024
03	Mr. D.U.D. Ranasinghe	25/ A, Seda Mawatha, Eldeniya Kadawatha	011-5614839 072-5756573 072-3720334 075-5233237
04	Mr. M.R.Ginige	289/52, Sepalika Uyana, Watareka, Padukka	0112858100 071-9354855 077-7134394
05	Mr. M.W. Sangasiha	No.97, Aruppala Road, Aruppala, Kandy	081-2211668 071-8420266
06	Mr. W.M.L.R. Weerasinghe	No. 7 A, Court Road, Kegalle	035-2221616 077-6034800

18. Ampara District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. S. Sangaralingam	No46, Sinnaoppodai Road, Batticola	065-2224684 071-8020707
02	Mr. T. Elwarasu	Sivan Kovil Road, Natpaddimunai, Kalmunai	067-2221750

19. Hambantota District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. E.M. Pemasiri	"Nimatha", Malimbada, Palatuwa	041-4920818 071-8274146
02	Mr. Deepal Abeysinghe Ratnayaka	"V.T. House" Polommarauwa, Tangalle	047-2242137 077-4119868

03	Mr. M. Widangamachchi	No 49, Meera Road, Izadeen Town, Matara	041-2223103 077-3118746
04	Mr. G.W.K. Manamperi	No 09, New Town, Embilipitiya	047-2230206 077-3417732
05	Mr. M.M.D.S. Shantha	Kosnathota, Godakawela	045-2240043 077-9916180
06	Mr. B.H. Nihal Silva	228/1, Sri Dharmawansha Mawatha, Walpola, Matara	041-2224560 077-3214948
07	Mr. H.K. Ajith Pushpakumara	63/9 A, Sri Rathnapala Road, Walpola, Matara	077-3582470 071-4083707

20. Trincomalee District

Serial No	Name of the Licensed Surveyor	Address	Telephone No
01	Mr. Nazar Farook	Rahumaniya Strea, Kinniya 01	026-2236272 077-2353272
02	Mr. M.C.M. Rafeek	No. 95, Main Street, Kinniya 04, Trincomalee	026-5680991 075-7034289

Role

The objectives of the surveying division are exclusion of land by way of selling, lease of land for commercial and agricultural purposes, surveying the lands for statutory determination and coordination of related activities. A list of surveyors selected district vice is updated annually and their service is obtained to survey the lands of Land Reforms Commission. In addition, supervision of other government surveying activities including *Bim Saviya* programme of the Department Survey is done by this division. Further, approximately 400 acres of land has been excluded by this division in the year 2011.

- Supervising and giving instructions on surveying activities of all districts examining and approving plans of each land.
- Leasing, selling, statutory determination and issuing plans approved for the alienation of land within families to relevant institutions.
- Engaged in field duties in order to identify lands and for activities related to boundaries of lands on requirement

Preparing deeds under land ceiling.

	No of plans	No of Plots	Ac	R	P	Hec	No of plans	No of Plots	Ac	R	P	Hec	No of plans	No of Plots	Ac	R	P	Hec			
January	21	662	175	3	27	71.917	9	26	349	3	2 3	141.5942	5	18	57	1	0	23.1666	-	34	38000/-
February	27	681	271	3	0	109.9739	10	13	75	0	1 2	30.3805	6	65	52	3	3 3	21.4290	1	69	85,000/-
March	28	698	24	0	30	9.7891	9	11	63	3	2 0	25.8503	8	14	233	3	2 7	94.6630	1	32	37,000/-
April	11	692	87	0	0	35.2053	3	3	163	2	1 3	66.1974	3	3	26	2	2	10.7767	1	30	37,000/-
May	7	477	222	3	0	90.1401	3	14	17	0	2	7.0866	3	3	10	0	4	4.0572	-	47	68,000/-
June	14	515	135	1	28	53.9937	4	12	5	2	2 1	2.2789	4	4	3	2	1 5	1.4568	3	48	61,000/-
July	28	759	145	3	10	59.0086	1	1	15	0	0	6.0703	2	2	26	0	1 6	10.5618	1	35	49,000/-
August	43	307	189	1	11	76.6133	10	89	78	0	8	31.5810	6	6	7	3	1 5	3.1759	-	48	67,000/-
September	23	694	555	2	39	229.4542	8	32	41	1	1 8	19.8377	6	6	129	0	2 2	50.2529	-	49	66,000/-
October	28	180	47	1	20	13.1719	8	30	74	0	1 2	29.9768	4	4	225	3	2 9	91.4303	-	53	71,000/-
November	31	600	142	2	2	57.6723	6	9	128	2	3 8	52.0976	5	5	862	0	3 4	348.9191	-	29	31,000/-
December	26	467	74	0	22	29.9748	6	7	103	3	1 8	42.0320	3	3	4	1	1 3	42.0320	-	66	68,000/-
Total	287	6722	2071	3	39	842.3889	77	247	1120	0	35	454.9833	55	204	1639	3	0	701.9213	7	540	678,000/-

12. Legal Division

Composition

Serial No	Designation	Number
1	Director	02
2	Legal Officer	01
3	Legal Assistant	01
4	Court Clerk	01
5	Clerk	08
6	Typist	01
7	Field Officer	01
8	Karyala Karya Sahayaka	01
Total		16

Supervision activities of the legal division of the Land Reforms Commission are carried out by Mr. W.E.V. Silva and Mr. Udayasiri Rajapakshe.

Introduction and Role

Activities related to preparing files, presenting reports, engaging in activities related to proxies, appearing, providing legal instructions for various alienations, preparing deeds, preparing agreements on lease, and appearing for courts for 583 full legal cases filed against the Land Reforms Commission by the Supreme Court, Appeal Court, High Court, District Court, Magistrate Court, Labour Tribunal, Human Rights Commission and Ombudsman and other labour disputes and the cases filed by the Land Reforms Commission against individuals and institution.

The main objective of the legal division is to engage in the activities related to the cases filed against the Commission and the cases filed by the Commission.

Role

- Appearing before the court for cases
- Coordinating relevant lawyers for the cases of District offices
- Counseling on the laws of the institution

Actions taken to minimize the legal cases

- Following accurate methodologies in survey mapping
- Training the field officers
- Exchanging legal experience among divisions
- Discussing about the legal cases with the district offices

	No. of cases as at 01-01-2011	Cases concluded/ settled during the year 2011	No. of cases filed during the year 2011	Cases pending as at 31-12-2011
Supreme Court	10	03	04	11
Appeal Court	59	15	31	75
High Court	42	05	05	42
Commercial High Court	02	-	-	02
District Court	404	31	49	422
Magistrate Court	17	-	04	21
Primary Court	-	-	-	-
Labour Tribunal	05	-	02	07
Labour Disputes	02	-	-	02
Human Rights Commission	02	02	-	-
Ombudsman	01	-	-	04
Total	544	56	95	583

13. Investigation Division

Composition

Serial No	Post	Number
1	Assistant Director	01
2	Staff Assistant	01
3	Clerk	01
4	Typist	01
5	Field Officer	02
6	Karyala Karya Sahayaka	01
Total		07

Mr. Gamini Gunawardhana is the Director of the Investigation Division of the Land Reforms Commission

- i. Engaging in field examinations with regard to the land complaints made by individuals and institutions
- ii. Calling related parties for investigations, conducting investigations and proposing the most suitable solutions for such matters
- iii. Field investigations, site investigations and conducting investigations.

i.	Number of field investigations conducted	21
ii.	Investigations conducted within the office	38
iii.	Number of investigations solved	10

Progress of the Investigation Division in year 2011

Serial No	Name of the Land	District	Div. Secretariat	GN Division	Subject of the Investigation Timber/Mineral /Survey	Complaint	Date of investigation	Orders of the Chairman for Observations	Decisions Taken after the observation
01	Danwatta Udumullakele	Galle	Bentota	8/B Walahanduw a	Land Dispute	With regard to a drainage ditch adjacent to few plots of land	31.01.2011	To avoid blocking the ditch. It has been informed to call relevant parties and to discuss the matter	instructions given by calling to the office
02	Magnnokka Hena	Galle	Welipitiya	223/A, North Eastern	Road Dispute		03.05.2011	Instructions have been given to reestablish the road	Informed to Director-Galle District
03	Kehelgashen	Galle	Akmeemana		Land Dispute	Encroached by a	29.03.2011	Instructions have	Sent to Director..

						person when the land is dilapidated		been given to refer to the Commission	to refer to the Commission
04	Loku Appuge Deniye Kumbura	Galle	Baddegama		Dispute with regard to paddy lands		31.05.2011		
05	Usgodawilasinna marikkar	Galle	Poddara	Meepawala	Dispute on paddy lands	Preparation of a false deed to a peasant and declaration of ownership	13.09.2011	Instructions have been given to inquire from the Agrarian Development Office on the peasant	Has been informed to the District Director Galle, to inquire from the Agrarian Development Office personally
06	Arambewatta	Gampaha	Dompe	Parakadumulla	Mineral	Dispute on Access Road		Referred to the Chairman	Referred to the Survey Division by the Chairman
07	Pitaliyaddakumbu	Gampaha	Meerigama	Pallewela	A portion of land	Dispute	25.10.2011	Referred	

	ra					over the ownershi p of a ... land		to the Chairman	
08	Klodenwatta	Kalutara	Dodangoda	Wellatha	Land Dispute	Unauthor ized Selling of a land owned by the Commiss ion	31.01.2011	Calling the seller to the office and discuss	Obtainin g a statement
09	Halwathurawatta akkara 150	Kalutara	Bulathsinhala		Land Dispute	With regard to a Road		Take future actions after giving an explanati on to the parties	Informed to District Director - Kalutara
10	Sidurangala watta	Kalutara	Millaniya		Land Dispute	Dispute over a portion of land between two parties	08.05.2011	The matter settled	The settlement was impleme nted
11	Meegastennawatta	Kurunegala	Rideegama		A Land dispute	The first owner has sold a	24.01.2011	Alienatio n of the remainin	Referred to land alienation

						part of the land to another one and the latter holds the possession of the whole land		g extent of land to the owner giving the extent of land to the person who bought the land	division for future activities
12	Yakalawatta	Kegalle	Yatiantota	Gonagamuwa	Regarding timber	Selling of more timber which have been obtained from felling than the amount obtained from the auction	02.06.2011	A letter has been issued by Hon. Minister of Defense in order to prevent illegal selling of timber	A report has been submitted requesting instructions from the chairman
13	Lassanamagehena	Kegalle	Dehiovita	Kahanavita	Road dispute land	Regarding an access road	22.12.2011	Allocation of an access road as	Road has been allocated

								per the recommen- dation of the Divisiona l Secretary Dehiovita	
14	Sampathwatta	Puttalam	Pallama	Thammana	Survey	An anonymo us letter which said that the complain ant is taking money for granting lands		A report has been submitte d to the chairman	
15	Sidurangalawatta	Kalutara	Millaniya	Welikala	A land	Encroach ment to a land provided by the land registry	04.05.2011	A report has been submitte d to the chairman for observati on s	Sent to Director - Land Alienatio n to refer to the Commissi on
16	Alugolla	Gampaha	Divulapitiya	Alugolla	Lands	A dispute	07.06.2011	A report	Referred

	Bathalahena					over a land alienation		has been submitted to the Chairman	to Director-Land Alienation
17	Galaha Delthota	Kandy	Hewaheta		Lands	Anonymous complaints on requesting money for granting lands	28.04.2011	A report has been submitted to the chairman	
18	Nethugahapitiyawatta	Kandy	Kundasale		A Land	Selling of lands by the persons who were granted lands	07.05.2011	A report has been submitted to the chairman	Referred to Director Land Alienation
19	Galaha Delthota	Kandy	Hewaheta	Galaha	Survey	Not acting properly when doing the survey			A report has been submitted to the chairman
20	Green path watta	Colombo	Thimbirigasyaya	Narahrenpita	A land	Investigation to search	27.08.2011		A report has been submitted

						whether the land is owned by the Commission			d to the chairman
21	Koratuwawatta	Kegalle	Yatiantota	Koratuwawatta	A Land	Making personal claims for a land belongs to the Commission	21.07.2011	A report has been submitted to the chairman	Investigation activities continue
22	Yakalawatta	Kegalle	Yatiantota		A land	Examining the removal of soil from the land in extent 50 Acres obtained under lease		A report has been submitted to the Executive Director	Deed of lease has been provided
23	Yayinnawatta	Rathnapura	Kahawatta		A Land	Improper sale of land provided by	15.08.2011	Reports have been submitted to the	Sent to Director Alienation in order to submit

						Divisional Secretary		chairman and the executive director	a commission paper
24	Koskolawatta	Rathnapura	Kiriella	Idamgoda	A Land	An issue over an ownership of a plot of land	31.03.2011	A report has been submitted to the Chairman	Investigation activities continue
25	Paradise watta (Medagodalla)	Rathnapura	Kuruwita	Pathagama	A Land	An issue over an ownership of a plot of land	05.08.2011	A report has been submitted to the Chairman	Investigation activities continue
26	Walwwatta	Rathnapura	Nivithigala		Land dispute	An issue arisen over an alienation of a portion of land		A report has been submitted to the Chairman	The deed has been granted
27	Welpitiyawatta	Kurunegala	Kobeigane	Lee kolawewa	Land Dispute	A dispute arisen over an alienation of 2 acres of land		A report has been submitted to the Chairman	Alienation has been suspended
28	Kaluandurawatta	Rathnapura	Eheliyagoda	Hewahinna	Land Dispute	An issue	21.05.2011	Referred	Referred

						over the ownershi p of a plot of land		to Executive Director	to Director Alienatio n for further actions
29	Kotte Mukalana	Rathnapura	Eheliyagoda	Naduratha	Examination for the ownership of land	Examinin g whether the land belongs to the Commiss ion	13.07.2011	Referring to the District office on instructio ns of the executive director	
30	Manikkawatta	Badulla			Land Dispute	Settling the ownershi p of land		Referring to district office for future actions	Investigat ion actions continue
31	Demodarawatta	Badulla	Ella		Examination for the ownership of land	Making claims for ownershi p by two persons for one and the same land	06.04.2011	Submitt ed to the Executive Director	Deed has been granted
32	St. George watta	Kalutara	Matugama		Land Dispute	Providin g to other		A report has been	Investigat ion

						persons the land granted to Electricit y Board		submitte d to the Chairman	activities continue
33	Dalukgala kanda watta	Galle	Divithura		Land dispute	Dispute over the extent of land owned by two parties	14.08.2011		A report has been submitte d to the Executive Director
34	Nayel Kanda Watta	Kurunegala	Pannala		Land Dispute	Alienatio n of land granted on a permit	05.07.2011	A report has been submitte d to the chairman	
35	Doloswala Watta	Rathnapura	Nivithigala	Doloswala	Obtaining ownership alnd the of	Request from Doloswal a Samurdhi Bank to obtain ownershi p of a land			Referred to Director - Alienatio n
36	Ganepola Watta	Kegalle	Yatiantota		Survey	Change of lot			A report has been

						numbers in the survey			submitted to the chairman
37	Omaraovita Kumbura	Rathnapura	Pelmadulla	Pathakada	A land dispute	Making personal claims for a land belongs to the Commission			It has been informed to provide the copies of deeds and folios
38	Gangarawaladuwa watta	Galle	Baddegama	Kimbiela	Complaint over selling	Unauthorized selling of lots belonging to the Commission		Discussion with the persons who sold	Investigation activities continue
39	Matuwagalawatta	Rathnapura	Kiriella		Dispute over boundaries	Not acting properly in the survey		A report has been submitted to the Chairman	Referred to Director Rathnapura for future actions on the instructions of the chairman

40	Unaveliwatta	Puttalam		Mundalama	Examining the ownership of land	Possession of land using fraudulent deeds and unauthorized selling		A field inspection was done with Director/ Puttalam and reported to the Secretary	Investigation activities continue
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14. Finance Division

Composition

Serial No	Post	Number
1	Accountant	01
2	Assistant Director	01
3	Staff Assistant	01
4	Clerk	07
5	Accounts Officer	04
6	Typist	01
7	Karyala Karya Sahayaka	01
Total		16

Mrs. Shyamalee Rathnayaka performs duties as the acting Director Finance of the Land Reforms Commission

- i. Making payments of monthly salaries and allowances to all the officers in Land Reforms Commission
- ii. Depositing E.P.F. and E.T.F. payments of the officers on time
- iii. Preparing monthly accounts reports and submitting to the Commission
- iv. Preparing monthly Bank Reconciliation Statements on time and submitting to relevant institutions
- v. Referring monthly and annual accounts statements to the Auditor General and to the Ministry
- vi. Spending the income received by the Land Reforms Commission only for most important requirements and to invest the balance on productive means.

Finance control and supervision of 19 district offices, giving instructions and maintaining stock registers.

Value of stock in year 2011 Rs.135,821.80

Preparation of final statement of accounts of year 2011

Expense on training activities Rs.26,600.00

Coordination with financial institutions such as Bank of Ceylon, General Treasury, People's bank, National Savings Bank

Purchasing activities

15. Revenue Division

Composition

Serial Number	Post	Number
1	Director	01
2	Assistant Director	01
3	Staff Assistant	01
4	Clerk	04
5	Typist	01
6	Karyala Karya Sahayaka	01
Total		09

Mr. L. Padmasiri performs duties as the Director – Revenue Division of the Land Reforms Commission

- i. Collecting revenue received from lease and sale of land and taking appropriate steps to recover lease in arrears
- ii. Collecting revenue received from mineral resources and other ways of income
- iii. Participating at Investigations on acquisition of lands and collecting revenue
- iv. Collecting of income from lands after finding particulars of such unidentified lands

Description	Year 2010	Year 2011
Lease of lands	Rs.60,601,931.00	Rs.57,982,982.00
Lease of gem lands	Rs. 3,410,005.00	Rs.2,220,000.00
Sale of lands and compensation on acquisition	Rs.53,990,588.00	Rs.102,562,886.00
Other revenues	Rs.21,268,449.00	Rs.33,462,895.00



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கணக்காய்வாளர் தலைமை அபிபதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT



මගේ අංකය
எனது இல.
My No

LP/A/LRC/FA/2011/04

ඔබේ අංකය
உமது இல
Your No.

දිනය
திகதி
Date

08 November 2012

The Chairman,
Land Reform Commission

Report of the Auditor General on the Financial Statements of the Land Reform Commission for the year ended 31 December 2011 in terms of Section 14(2)(c) of the Finance Act, No.38 of 1971.

The audit of financial statements of the Land Reform Commission for the year ended 31 December 2011 comprising the balance sheet as at 31 December 2011 and the income statement, statement of changes in equity and cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information, was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 13 (1) of the Finance Act, No. 38 of 1971 and Section 56 of the Land Reform Commission Act, No. 1 of 1972. My comments and observations which I consider should be published with the Annual Report of the Commission in terms of Section 14(2)(c) of the Finance Act appear in this report. A detailed report in terms of Section 13 (7) (a) of the Finance Act was issued to the Chairman of the Commission on 17 July 2012.

1.2 Management's Responsibility for the Financial Statements

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

අංක 306/72 පොල්දූව පාර,
බත්තරමුල්ල, ශ්‍රී ලංකාව

දුරකථනය
தொலைபேசி
Telephone } 2887028 -34

இல. 306/72, பொல்துவ வீதி,
புத்தரமுல்லை இலங்கை

ෆැක්ස් අංකය
பக்ஸ் இல
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ඉලෙක්ට්‍රොනික් තැපෑල
மெயில்
E-mail. } oaggov@sltnet.lk

1:3 Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on conducting the audit in accordance with Sri Lanka Auditing Standards. Because of the matter described in the Basis for Disclaimer of Opinion paragraph, however I was not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

1:4 Basis for Disclaimer of Opinion.

As a result of the matters described in paragraphs 2.2.1, 2.2.3, 2.2.6 of this report I am unable to determine whether any adjustments might have been found necessary in respect of recorded or unrecorded items, and the elements making up the income statement, statements of changes in equity and cash flow statement.

2. Financial Statements

2.1 Disclaimer of Opinion

Because of the significance of the matters described in paragraphs 2.2.1, 2.2.3, 2.2.6 of this report, I have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, I do not express an opinion on these financial statements.

2.2 Comments on Financial Statements

2.2.1 Sri Lanka Accounting Standards

The following observations are made.

(a) Sri Lanka Accounting Standards 03

Although liabilities which should be settled for more than period of 12 months and which can be deferred for more than period of 12 months should be classified as noncurrent liabilities, the provision for gratuity payment amounting to Rs.33,353,350 had been classified under current liabilities.

(b) **Sri Lanka Accounting Standards 18**

Although after recognition as an asset the fair value of the item of property plant and equipment which can be measured reliably should be carried at a revalued amount, 6 items of properties, plants and equipment valued at Rs. 38,448,537 had not been revalued by the Commission.

(c) **Sri Lanka Accounting Standards 36**

Six hundred and thirty nine court cases had been filed against the Commission and by the Commission as at end of the year under review on various matters and out of that, 583 unresolved court cases had not been disclosed in financial statements.

(d) **Sri Lanka Accounting Standards No.40**

Lands which can be acquired by the Commission had not been identified as investment property and brought to accounts in terms of Accounting Standard No.40. Even though the value of lands in extent 546,141 acres belonging to the Commission as at 31 December 2011 had been shown as Rs. 676,169,345, the Commission had not possessed a detailed schedule or a Register of Lands for these lands.

In addition to this, adjustments had not been made with regard to the cost on income from sale of lands amounting to Rs. 642,977,590 from the year 2006 to the year under review. In this connection any information relating to extent of lands had not been presented for audit. Accordingly, the correctness of the value of lands shown in the financial statements could not be confirmed in audit.

2.2.2 Accounting Policies

The following observations are made.

- (a) Disclosures had been made in the financial statements stating that the both methods such as cash basis and accrued basis had been followed in accounting income and expenditure of the Commission.
- (b) Although the survey charges income had been shown as a separate item in the Note to the financial statements No.1.1 in the year 2010, it had been added to the Commission Fees in the year 2011.
- (c) Although 60 per cent and 40 per cent of the income on sale of lands had been allocated as operational expenditure and reserves respectively, the approval obtained in this regard had not been submitted for audit. Further, it was observed that there was no contribution to the Government revenue from the income on sale of lands.

2.2.3 Accounting Deficiencies

Accounting deficiencies revealed at the audit examines are summarized as follows.

Description	Value	Effects to the Financial Statements
(a) Treasury Bill		
No. 101742	574,781	Bill value as at the Balance Sheet date had been understated.
	1,583,167	Interest income on Treasury Bill had been overstated in the year under review.
	1,577,255	Even though interest on investment had been received at the time of investment, it had been shown as interest income receivable.

(b) Fixed Deposit

No. 219702	3,197,828	The value of deposit as at the balance sheet date had been understated.
	1,220,674	Interest income on fixed deposits had been understated.
	804,020	Interest income receivable on fixed deposit had been understated.
	2,458,226	Interest income received in advance on fixed deposits had been overstated.
	122,655	The value of Withholding Tax had been overstated.

(c) Provision for

Gratuity	385,987	Overstated in the financial statements.
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(d) House Rent

expenditure	1,245,810	Understated in the financial statements.
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- (e) Although a Judgment had been made in the year 2009 to pay a sum of Rs.148,715,363 to a plaintiff for a court case filed at the Appeal Court against the Commission due to not possessing minimum ownership of land to be owned while alienating of lands, a provision had not been made in the financial statements in this regard and the amount payable by adding the interest at the end of the year under review was more than Rs. 200 million.

2.2.4 Unreconciled Control Accounts

A difference of Rs. 180,012,834 was observed at the of financial statements and the corresponding schedules for year under review. Details are given below.

Item of Accounts.	Balance as per Financial Statements Rs.	Balance as per Schedule Rs.	Difference Rs.
School books equipment and distress loan account	21,911,846	21,978,201	66,355
Land sales income, district offices	6,077,443	5,765,012	312,431
Interest income Receivable account on fixed deposit	11,663,944	11,615,533	48,411
Lease Account Payable	1,221,688	1,363,490	141,802
Land sales income as per records of the Revenue Division	148,234,358	134,698,247	13,536,111
Land sales income as per land sales register	148,234,358	67,634,310	80,600,048
Building rent file	13,483,422	40,872,000	27,388,578
Debtors balances	15,552,254	5,223,000	10,329,254
Outstanding lease	19,363,565	66,953,409	47,589,844
Total			<u>180,012,834</u>

2.2.5 Accounts Receivable and Payable.

The following observations are made.

- (a) A constant value of Rs. 8,270,356 had been provided as bad debts for a long period for the balance of trade debtors amounting to Rs. 2,153,918,749 of the Commission remaining for more than 9 years and the balance of sundry debtors amounting to Rs. 2,921,575 remaining for more than 12 years thus adequate steps had not been taken to recover these debts even in the year 2011.
- (b) Loan installment amounting to Rs. 760,843 had not been recovered from 47 officers of the Commission since year 2010.

- (c) A balance of Rs. 13,890,850 had remained in the land lease advance account and out of this balance, a sum of Rs. 10,275,000 and Rs. 990,850 for more than 7 years had been included in the accounts for more than 5 years respectively. Proper action had not been taken in respect of such lands to increase the lease income by producing agreements or to re-acquire the relevant lands by settling advances.
- (d) Out of the opening balance of the income receivable account amounting to Rs. 42,143,911, interest on fixed deposit receivable during the year amounting to Rs.12,412,301 only had been recovered and a break up or any information were not furnished to audit in respect of unrecovered balance of Rs. 29,731,610.
- (e) A balance of Rs. 241,247,176 had remained in the acquisition compensation suspense account (I) and (II) and although 10% interest should be paid at the time of acquisition of lands from partaking date up to payment of acquisition compensation in terms of Sections 34(2), 35 of the Land Reform Act, an annual provision had not been made by the Commission thereon. Further, the balance of compensation suspense account (II) had existed continuously for several years without changes and proper action also had not been taken for settling those balances by the Commission.
- (f) The balances of the land sales advance as at 31 December 2011 amounted to Rs.12,807,192 and out of that, a sum of Rs. 12,327,192 was old 3 years to 5 years in respect of 434 individual. Though the balances more than Rs. 12 millions had remained unsettled, Rs. 890,000 had been obtained as advances from 18 persons in the years 2010 and 2011 as well.

2.2.6 Lack of Evidence for Audit.

Documentary evidence shown against the following item of accounts had not been submitted for audit.

Item of Account	Balance	Evidence not Submitted
	Rs.	
(a) Fixed Assets		
i. Lands	676,169,345	Schedules including particular of lands
ii. Other Fixed Assets	55,510,447	Reports of the Boards of Survey
(b) Income Receivable	29,731,610	Confirmation of Balance, detailed schedules.
(c) Compensation Suspense Account	241,247,176	Detailed schedules.
(d) Land sales and Interests on Acquisitions	5,057,163	Particular of showing the breakup figures of the balance.
(e) Sale of Timber	5,025,512	Documentary evidence for the assessment of timber.
(f) Value of lease of the People's Leasing Company	5,104,152	Conformation of balances.
(g) Land Acquisition and Sale of Paddy Land	22,303,786	Detailed schedules.

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

The following non- compliances were observed.

Reference to Laws, Rules, Regulations etc.	Non- compliance
(a) Paragraph (iii)(b)(I) 45 of the Land Reform (Amendment) Act No. 39 of 1975	A member representing the Presidential Secretariat for the Commission had not been appointed and another post of membership had remained vacant.
(b) Finance Act No.38 of 1971	
(I) Paragraph 11 and Public Enterprises Circular No.PED 25(1) dated 10 August 2004	Although approval of the Minister of Finance should be obtained at the beginning of the year for investing surplus funds received by the Commission in a fixed deposit account a sum of Rs. 526,666,607 had been invested from time to time by the Commission, but actions had not been taken to obtain such an approval.
(II) Sub section 8 of Section 13	Action proposed to take in terms of paragraph 13 (7) (a) of the Finance Act in respect of the matters mentioned in the report of Auditor General issued for the year 2010 had not been reported.

(c) Paragraph (c) (1)2 of the
Nation Building Act No.09
of 2009

Even though according to the Nation Building Act, tax should be recovered from any person carrying out business which provides any nature of services, action had not been taken by the Commission in accordance with this provision.

(d) Circular No. SEI/A/4/34
dated 12 July 1995 of the
Presidential Secretariat

I Paragraph 8 (a)

Although the lease should be revised for the leasehold lands of the Commission, action had not been taken to revise the lease once in 5 years for many lands.

II Paragraph 8 (b)

Actions had not been taken by the Commission to terminate the lease of institutions, who had defaulted lease payment.

III Paragraph 8 (c)

Action had not been taken by the Commission to acquire the lands which were sub leased without the permission of the lesser in terms of relevant section.

(e) Section 9.1 of
Establishments Code

Two officers who had completed 60 years of age were deployed in the service contrary to the relevant provision and action had not been taken by the Commission to prepare proper successor plans for filling vacancies occurred when the officers belongs to higher level of management, go on retirement in accordance with Public Enterprises Circular No. 60 dated 29 April 2011.

- | | |
|---|--|
| <p>(f) Financial Regulations 502 (2)</p> | <p>Although Registers of Fixed Assets should be maintained including the cost, date of acquisition, rate of depreciation per annum and installation for each item of fixed asset, the fixed assets registers had not been properly maintained in an updated manner.</p> |
| <p>(g) Management Services
Department Circular dated
27 June 2008.</p> | <p>Although it had been informed that recruitment should not be made without the approval of the Director General of the Department of Management Services, persons had been recruited for the posts of Executive Director, Deed Advisor exterior to the approved cadre.</p> |
| <p>(h) Circular No. PED 56 dated
27 January 2011 of the
Ministry of Finance and
Planning.</p> | <p>Although all the public sector institutions should transfer their funds exceeding the working capital requirements for 6 months to the Consolidated Fund before 31 January 2011, the Commission had not taken action accordingly.</p> |

3. Financial Review

3.1 Financial Results

According to the income statement presented, the operational activities of the Commission had resulted a net surplus of Rs. 61,890,461 as compared with the corresponding surplus of Rs. 10,221,761 for the preceding year, thus indicating an increase of Rs. 51,668,640 or 505 per cent of surplus. Increase of Land sales income, Land sales and acquisition interest income and Sundry income by Rs. 86,606,542, Rs. 4,683,283 and Rs. 7,597,136 respectively for the year under review as compared with the previous year had caused to increase the surplus.

3.2 Analytical Financial Review.

The following observations are made.

- (a) Non-moving debtor balance of the Commission was Rs. 2,137,647,805 and it represents 93.79 per cent of the total current assets.
- (b) Current ratio for the year under review was 1:19 and it was 1:21 in the year 2010.
- (c) Income receivable had decreased by 29 per cent as compared with the preceding year.

3.3 Transaction of Contentious Nature

The following observations were made.

- (a) Even though Rs. 100 should be paid for 01 perch of land while selling of lands to low income holders as per the terms of General Circular dated 25 September 2007, 3 Roods 32.2 perches per person had been sold for Rs. 80 for 2 persons from Maduwanwela Nindagama land on 25 February 2011.
- (b) Although according to the above circular, maximum size of lands could be alienated to a person by selling was 2 acres, lands in extent from 2 acres 01 rood to more than 50 acres had been alienated to 5 persons by the Commission.

3.4 Apparent Irregularities / Improper Transactions

Although there was a security division in Ampara District Secretariat Office, receipt books and files at the office of the District Director of the Commission operated that building had been stolen on 20 December 2011 and action had not been taken to conduct a formal investigation in this regard.

4. Operating Review

4.1 Performance

The following observations are made.

- (a) The progress of carrying out of activities could not be confirmed due to the non-submission of performance report to the audit, which was prepared in accordance with the action plan for the year 2011.
- (b) The lease income collected by the Commission for the year 2011 was Rs.57,982,982 and the income earned by sale of lands was Rs. 148,634,358. The lease income had decreased by Rs. 2,618,949 as compared with the preceding year and the income received by sale of lands had increased by Rs. 86,606,542 or 139.62% as compared with the preceding year.

4.2 Operational Inefficiencies

The following matters were observed at the audit test check and physical inspections carried out in respect of offering lands on lease basis.

- (a) The following matters were observed, at the examination carried out on lands belonging to the Kurunegala District Land Authority.
 - i. No. of plots of lands leased at Divisional Secretariat level was 95 and of this No. of plots of lands on which lease not recovered was 74.
 - ii. Outstanding lease on 06 plots of lands in extent of 13 acres 30 perches along with the surcharges on 2 acres of lands amounted to Rs. 3,731,131 and that sum had remained in arrears for several years.
 - iii. Two plots of lands in extent of 03 acres 03 roods and 03 perches had been sub-leased by the lessee company without the approval of the Commission.

26/11

(b) The following matters were observed at the examination carried out on lands belonging to the Madampe District Authority.

i. The following matters were revealed at the examination carried out on land files of the District Office.

	<u>Acres</u>	<u>Roods</u>	<u>Perches</u>
Extent of lands possessed by unauthorized dwellers.	5765	02	04
Using for cultivation without permission	1312	02	33
Allocated to the Commission but ownership not confirmed	4134	02	27
Transfer the freehold ownership of lands to the persons who had not confirmed the dwelling	724	03	02
Statutory Determination not rendered	583	-	-
Files not maintained in respect of lands	1078	-	14
Files with lack of adequate information	1191	02	25
Total	<u>14,787</u>	<u>11</u>	<u>105</u>

ii. The arrears of lease in respect of leasing out of Kumbutukuliyawatta land in extent of 74 acres was Rs. 6,525,000 and it was observed that the value of surcharge thereon amounting to Rs. 2,020,000 had been written off based on the decision made by the Commission without the proper approval.

iii. The lease had not been revised for 8.094 hectares of Kumbutukuliyawatta land and an arrears of Rs. 598,200 had been receivable for 1 acre, 02 roods of Karanawawatta land.

- (c) Following matters were observed in the examination of lands belonged to Kandy District Authority.

- i. Following matters were revealed in a sample check of audit and adequate action had not been taken by the Commission thereon.

	<u>Acres</u>	<u>Roods</u>	<u>Perches</u>
Leasing contrary to law	54	03	23
Outstanding lease (Rs.3,879,811)	02	02	24
Land occupied by unauthorized dwellers	139	01	02
Sub-lease	41	-	-
Possessing of mineral resources without permission	55	-	-
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Total	<u>291</u>	<u>06</u>	<u>49</u>

- ii. According to the land register maintained, the Authority had not possessed files for a considerable extent of lands, the lands accredited to the Commission.
- iii. Although some lands belonging to the Commission were re-acquired, after alienating to Janatha Estate Development Board and Sri Lanka Plantation Corporation, the Commission had not possessed sufficient information thereon.

iv. Ambalamanawatta Land (Extent of 576 acres 01 rood and 26 perches)

The above land accredited to the Commission under Land Reform Act No. 01 of 1972 was alienated to the Janatha Estate Development Board on 05 August 1988 for managing purpose and it had been re-acquired by the Commission on 21 January 2000. The following observations are made in this regard.

- (a) The ownership of the land in extent of 217 acres 17 perches of the above land had not been properly confirmed.
- (b) A land in extent of 25 acres, out of a portion of land in extent of 89 acres 2 roods and 1 perches had acquired the Commission but to be alienated on the base of Statutory Determination, had been leased to an external party (a company) without a reasonable basis.
- (c) A land in extent of 10 acres considered as containing valuable mineral resources such as Silica, it had been provided to a company to partake avoiding to obtain maximum gain from government owned resources, without considering the followings
 - 1. Provisions in respect of leasing out of mineral resources.
 - 2. Appropriate agreement
 - 3. An environment warranty.
- (d) Even though when this land re-acquired from Janatha Estate Development Board, 40 perches per each had been rendered for 184 estate labors, out of them deeds were not issued by collecting relevant charges from 166 persons.

4.3. Identified Losses

A sum of Rs. 1,700,000 had been paid during the year 2007 to obtain a computer software package and it had been brought to account as advance up to 31 December 2011. It was revealed in audit that the investigation is being conducted by the Department of Criminal Investigation in respect of this payment and any disclosure had not been made in the financial statements in this connection.

4.4 Personnel Administration

The following observations were made.

- (a) Although according to the letter of the Treasury dated 24 April 1995 the approved cadre was 190, the actual cadre of the Commission was 404 as at 01 December 2011. Accordingly, excess cadre stood at 214 and the approval of the salary and Cadre Committee of the Management Services Department had not been received to include this excess staff to the approved cadre up to the end of the year under review.
- (b) Sixty three posts of approved cadre had remained vacant.

4.5 Vehicle Utilization

Preliminary reports or final reports had not been furnished to Auditor General in terms of the Financial Regulation 104 (3) in respect of 02 vehicle accidents occurred in the year 2011.

5. Accountability and Good Governance

5.1 Corporate Plan

Although a Corporate Plan was prepared by the Commission for the years 2011-2015, the provisions in the Circular No. PED 12 dated 02 June 2003 had not been considered. Income and Expenditure had been forecasted only for the years 2011 and 2012 and strategic plans had not been accurately identified in the manner of delegation of responsibility. Similarly, although it had been mentioned that the responsibilities for implementation of objectives and strategies relevant to that should be delegated among several person, the way of delegation of responsibility among each parties had not been shown accurately.

5.2 Action Plan

The following observations are made.

- (a) Although, responsibilities had been delegated among the officers to sell or to alienate on leasing basis to appropriate person or institutions in terms of policies and rules, the expected targets to be achieved within the year had not been included in the action plan.
- (b) Although, 36 institutional development programmes and productivity programmes had been planned the time period had not been mentioned in it. Estimates were produced regarding Human Resources Management, the targets to be achieved and the relevant time period had not been stated in respect of recruitment of cadre, training and development.

5.3 Internal Audit

The post of Chief Internal Auditor of the Commission had remained vacant from 27 February 2007 and even though it was planned to operate the internal audit in order to cover the District Land Reform Authorities for the year 2011, it had not been carried out as planned.

5.4 Audit and Management Committee

Although the Commission is functioned under the Presidential Secretariat office a representative therein had not participated as a member of the meetings of the Audit and Management Committee.

5.5 Budgetary Control

Variances from 25 per cent up to 1984 per cent were revealed between the budgeted income and expenditure and the actual income and expenditure in the year 2011, thus, it was observed that the budget had not been made use of an effective instrument of management control.

6. Systems and Controls

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

- (a) Reports of Revenue Division and Reports of Accounts Branch.
- (b) Control of Cash.
- (c) Leave Register and Attendance Register.
- (d) Advance Programme and Work Done Reports.
- (e) District Authority Land Registers.
- (f) Handling Land Documents and Storage.
- (g) Updated Lease Register, Registers Including detailed Information in respect of Sold and Remained Lands.
- (h) Adequate Reports relating to Forcible and Trespass Dwellings on Lands.

H.A.S. Samaraweera
Auditor General

Auditor General
Department of Auditor General
Battaramulla

Report of the Auditor General as per Section 14 (2) (c) of the Finance Act No 38 of 1971 on Financial Statement for the year ending at 31st December 2011, of the Land Reform Commission

Reference the report of the auditor general of even no dated 09.08.2012 referred to me by the deputy auditor general on the above matter.

Answers for the queries made by the above report are as follows

2:2 Clarifications regarding the Financial Statements

2:2:1 Sri Lanka Accounting Standards

I. Accounting standards No 3

The gratuity of the officers should be paid within one month after they are leaving from the service and if they have satisfied basic conditions. Accordingly the relevant allocation has been stated under current liabilities and instructions have been given even in year 2011 to adjust it in financial statements. However, since it could not be stated in accounts it has been noted to make necessary adjustments and further officers were warned in this regard.

II. Accounting standards No 16

Generally the payment of gratuity is made from the recurrent account. The Land Reform Commission possesses an investment of Rs.5 Million maintained specially for the payment of gratuity. All the money in excess including the money relevant for allocations has been invested in fixed deposits. However, instructions have been given to pay gratuities in future from sinking fund.

III. Accounting Standards No 18

- i. When fixed assets of the Commission are depreciated the productive life time and the cost of assets have been taken into consideration and it has become difficult to adjust the debris value of certain assets which are among fixed assets since information is not available on certain old assets.
- ii. Action is now being taken to appoint a valuation committee headed by the Director General and to make necessary adjustments in books by way of revaluating the assets covering district offices and the head office.

IV. Accounting standards No 36

Since it is not possible to forecast the time frame for obtaining decisions on legal cases filed against Commission and further there are certain instances where cases are concluded without any payment, no allocation can be made in this regard. Further it is not possible to state the cases which would be filed. Also, it has become impossible to make allocations as payments for certain cases have been made as a whole. However, it has been noted down to submit it as a note in accounts relevant to year 2012.

V. Accounting Standards No 14

Since adjustments for lands cannot be made relevant to the land on sale the land is shown in Financial Statements under non current assets. Necessary instructions have been given to remove the cost of the lands which have been sold and to show the remaining amount in financial statements as investment properties once the land register is prepared. It is now planned to implement this as a model project based on Matale District.

VI. Accounting Standards No 41

It has been planned to reevaluate the assets in future and to make adjustments in accounts.

2.2.2. Accounting Policies

- i. For the purpose of accounting of the Commission at present accrued basis is applied.
- ii. Charges of Commission and revenue on survey charges have been classified under miscellaneous revenue. However, it has been noted to show survey charges as a separate item.
- iii. Common approval has been obtained in 2007 in this regard.

2.2.3 Accounting Deficiencies

- i. Since the photocopier is very old it is impossible to collect information on the cost and accumulated depreciation value regarding the photocopier which has been removed, the total value of exchange has been accounted as the profit on the assumption that it has been totally depreciated.
- ii. A register is maintained for assets purchased within the period from 2009 up to date including the balance at the commencement of the year 2009 mentioning the cost, the date of purchase and the depreciation rate it can be submitted for auditing.
- iii. Since the revenue on land sales in December from Hambantota and Anuradhapura has not been transferred to the account within the same month it has been included in accounts

for January 2012. The amount of Rs.132, 041/- which is the aggregate of both Rs.99,753/- of March and Rs.32,288/- of April at district office Galle has been copied to the ledger.

iv. (a) i. The investment value of treasury bills as at 30.03.2011 is Rs.29735671/- it should be Rs.30310452/- in the account of 2011. The amount of Rs.574781/- which is the new investment value has been noted to make necessary rectification in the preparation of final accounts of year 2012.

ii. As a result of mentioning the interest as an outstanding income inadvertently in a situation the interest for year 2011 has already been received the income on interest has been accounted in excess. Therefore, instructions were given to rectify the amounts in 2012.

iii. Even though the income on interest for treasury bills relevant to the period from 11th March 2011 up to 09th March 2012 has been credited to the account 1455. The same amount has again been inadvertently accounted as income receivable.

Therefore it has been noted to make necessary rectifications in year 2012.

(b) Fixed deposit number 219702

i. Since the renewal report of annual interest for fixed deposits in relation to year 2011 has been received understatement in accounts by Rs.3197825/- has been made relevant to the fixed deposit no 219702. Accordingly, it has been noted to rectify it in 2012.

ii. As a result of omission occurred as per i above the accounting of interest relevant to the value at maturity on 01st September 2011 has also been omitted. It is also noted to adjust in 2012.

iii. The income on interest for fixed deposits for 2011 which was received in advance has been overstated by Rs.2458226/- inadvertently and therefore instructions were given to make necessary rectifications in 2012.

iv. It was noted to make rectification in 2012 the understatement shown as a result of non accounting of income on fixed deposits for the year and omission of income on interest for fixed deposits from accounts.

v. The withholding tax relevant for year 2011 has been overstated by Rs.122055/-. Further, total withholding tax adjustment has been omitted from accounts due to non receipt of annual renewal notice on due date. Therefore, it was noted to make adjustments in accounts in 2012.

Since there is a problematic situation on the queries made on treasury bills and income on interest for fixed deposits, instructions were given to the finance division to take necessary steps communicating with auditors.

(c) Gratuities for Employees

i. The allocation for gratuity for year 2011 has been over calculated inadvertently due to making allocations for the employees who resign from service and who have been interdicted. Therefore, relevant divisions were instructed to avoid such mistakes in making allocations in future for gratuities.

ii. When gratuities are allocated it is made based on the basic salary of the employees. Therefore, the basic salary and the differences in service periods have caused to occur such difference. Therefore, instructions were given to update all particulars relevant to the allocation for gratuities and to make adjustments accordingly.

iii. When calculating gratuities all employees who have left the service and who are already in service are included in one and the same list. Therefore, accounts division was instructed to prepare this as separate two lists.

iv. In the calculation of gratuities for year 2011 salary increments have been neglected. Therefore, instructions were given to relevant divisions to allocate gratuities correctly with the inclusion of salary increments in 2012.

v. This is an amount shown as the allowance for members of the Commission. Therefore, it contains the allowances paid to the members of project committees and members of audit and management committees. Therefore, it is not an excess payment to the members of the Commission but an aggregate of three payments. However, it was noted to show it in future in accounts less than three items.

vi. The house rent to be paid for district offices at Kandy, Kalutara, Embilipitiya and Colombo has inadvertently understated. It was impossible to agree with the rent requested by the owner of the building where district office Matara is maintained. Therefore, due to inability to make an agreement within year 2011 by calling again a valuation, the rent to be paid for 2011 for Matara office was not accounted. Even though the Ministry of Public Administration and Home Affairs has informed the rent for the head office as Rs330,000/- the amount of rent to be paid has been under accounted as a result of making an adjustments of Rs.280,000/- in books relevant to the previous year. The house rent of Rs.20,000/- for Badulla district office and Rs.19,500/- for one and half months for Anuradhpura office (the total of Rs.39,500/-) have been paid in advance. It should be stated that the amount is not Rs.46,000/-. Further the adjustments relevant to the rent in arrears relevant to year 2011 and the rent paid in advance has already been made in accounts in year 2012.

vi. The income on land sale of district land reform board Badulla in November should be Rs.314, 699/-. However, it has been stated in the receipt column of the cash book as Rs.344, 699/-. Therefore, the balance of cash book has been overstated by Rs.30, 000/- and it has resulted an over statement by Rs.30, 000/- in income on land sale. Therefore, it should be

noted that the correct balance of the cash book is Rs.22, 326,729/-. It was advised to avoid such mistakes and further necessary instructions were given to make adjustments in 2012.

2.2.4 Non reconciled Control Accounts

I. Even though necessary adjustments in relation to three cabs purchased on lease have been made in accounts the cost relevant to three motor vehicles in relation to the journal entries have not been entered in the ledger page of fixed assets register. Accordingly, this mistake has been rectified in pages no 3, 7, and 8 of fixed assets register.

II. Necessary instructions were given to rectify this mistake examining the loan ledger and the loan registry.

III. Four officers including the director were interdicted due to financial malpractice reported in the District office Anuradhapura. Therefore it was impossible to obtain particulars of income and make necessary transfers among banks from June 2011. The authorities have informed that the reason for such failure was the submission of relevant receipts on income for the investigation. Accordingly, an amount of Rs.51,605/- which is the aggregate of Rs.23,300/- and 28,305/- the income on land sales for June and July respectively has been credited to the account for the month of September.

Rs.219,507/- including Rs.196,843/- from sale of lands, Rs.6883/- from stamps, Rs.15,900/- for legal charges has been credited to the account on 28th December as the income of December in Nuwaraeliya district. When the entry is copied to ledger from cash book the amount of Rs.190,774/- has been entered as Rs.196,574/- . This is a mistake occurred in accounting and therefore instructions were given to pay more attention to such matters.

The income on land sales at District Board Hambantota of the months of February has been shown as Rs.273,520/-. The reason for such entry is that the surcharge of 10% which is Rs.20,000/- has also been entered as an income from land sale.

As per the income report of District Board Badulla, the income is shown as Rs.314,699/-. However, due to an inadvertence, it has been copied to the ledger as Rs.344,699/-. Therefore instructions were given to make rectifications in the future. Rs.13,900/- which is the aggregate of Rs.3200/- in May and Rs.10,700/- in July from paddy land sales has been accounted in August.

IV. This mistake has occurred when aggregating the interest to be received from fixed deposits. Therefore, it was noted to rectify in year 2012.

2.2.5 Differences which have not been clarified

I. It is expected to make answers in due course after making a discussion with the bank obtaining a copy of the confirmation on balances provided by the bank.

II. The income on land sales in relation to all district offices and income on land sales received to the head office have been included in the financial statements as income on land sales. Further, it is expected to provide a report on Rs.13,536, 111/- which is the income of both revenue division and finance division.

III. The rent to be paid for the buildings used by us since 1972 has suddenly been increased up to Rs280, 000/- and Rs.330,000/- from Rs.1400/- and Rs14,000/- respectively. It is difficult for our institution to bear such huge amount and therefore a series of constructions has been conducted with the Ministry of Public Administration to reduce this rent and also to take over this building to Land Reform Commission. Therefore, relevant rent has not been paid and also adjustments relevant to accounts have not been made.

2.2.6 Accounts payable and receivable

I. Action is being taken to recover the loans making discussions with Secretary to H.E. the President and officers of public institutions.

II. It was noted to take legal action calling particulars from Government Audit Division regarding the institutions which do not confirm balances.

III. Since audit query has not been made and further the information submitted are not sufficient, action will be taken by way of obtaining relevant particulars from auditors.

IV. Certain officers out of these officers have not obtained gratuities due to legal action such as interdiction. Therefore, once the legal action is concluded loan installments will be recovered paying them relevant gratuities. The persons who have avoided payment of loans have been informed in writing to recover relevant amounts (it has been reported that some of these persons have demised). Further, it is not possible to find guarantors. Since two officers were interdicted in 2011 at Anuradhapura office the loan could not be recovered from these officers. However, loan installments are now recovered as they have now been reinstated. Instructions have been given to take the maximum possible steps to recover relevant loan installments finding particulars of guarantors. Further, at present measures are taken to avoid such situations in granting loans.

V. This transaction on lands which has been prohibited by the Cabinet decision during the period from 2002-2004 has been submitted for the approval of the Minister in charge of the subject by the Commission in response to the request made again by relevant institutions and individuals. Accordingly, it has been informed to the President's Secretariat by the Cabinet of Ministers that a Cabinet Memorandum containing the revisions should be prepared and submitted if action is taken to re-alienate the land connecting to above transaction. Under this, action is being taken to provide lands on lease which have been developed and to take over lands which have not developed. Action has been taken to submit relevant Cabinet paper promptly.

VI. Instructions have been given to submit a list relating to this balance as at 31st December 2011.

VII. Normally the accounts division is informed regarding vehicle accidents once the insurance coverage is received after taking necessary action regarding vehicle accidents. Since the repair to the vehicle has to be made 21st December and the preparation of accounts should be carried out by 31st December 2012 this has not been accounted in relation to year 2011. However, it has been accounted in 2012.

VIII. Instructions were given to make calculations adding annually the interest of 10%

IX. The cabinet has suspended 537 transactions made during 2004-2011 relevant to vast majority of persons mentioned in the register of land acquisition shown up to 31.12.2011. Therefore, further action cannot be taken as per the cabinet paper if relevant persons do not make requests for the advance. New cabinet papers have been submitted to change this decision and therefore there is a possibility to take further action for settling these balance if the approval of the cabinet of ministers is received. However, no action so far can be made by the commission.

2.2.7 Lack of evidence for auditing

Fixed Assets

Lands :- It has been noted to take necessary actions after updating the land register.

Buildings:- The value of the buildings of District office Moneragala and other collected money including the expenses made to the buildings at head office from time to time has been entered in accounts as Rs.4,207,822/-. Instructions were given to make necessary rectifications.

Utilization and
appliances

Furniture and fixing

Motor vehicles

Office equipment

Welfare equipment

Stock verification has been made relevant to 31st December 2011 and the report of the board of survey and an assist register in this regard are available with the commission

Loan Advances

Printing and
Stationery

Advance payments of Rs.10,000/- and 15,000/- has been made to the printing department for printing and stationery and United Motors for vehicle repairs respectively. Since even at present services are obtained from these two institutions it is noted to take actions for obtaining confirmation on balances in future.

Lady Lahore Fund -	Received
Fuel Advance	Rs.70,000/- and 100,000/- has been paid to Niroshana Enterprises Pvt Ltd. And S.R. Dinamitra respectively as advance for fuel. Confirmation on balances have been recieved
Advance for Computer work	The matter has been referred to Commission to Investigate Allegations of Bribery or Corruption
Allocation for gratuity and payment of gratuity	Allocation for gratuity has been made for the employees who have completed 5 years service. Further gratuity has been paid to the employees whose service has been terminated either before or after the completion of 55 years of age. It is informed that necessary confirmation can be made examining their personal files.
Allocation for bad debts	Adjustments for bad debt allocations before 2005 have been made in accounts. However, it was impossible to make reports the facts based on this regard
Income receivable	It has been informed to prepare a document in this regard before 31.12.2012 an also to obtain letters of confirmation
Suspense accounts –Compensation	Descriptive documents can be submitted for payments
Sale of land and Interest on Acquisition	
Sale of timber	
Lease value of People's Leasing Company Ltd	Can be submitted once it is obtained
Land Acquisition Sale of paddy land	Particulars can be submitted

2.2.8 Non compliance to laws, rules and regulations

- I. Land Reform (Amendment) Act No 39 Of 1975
 - (a) 42 (C) – Section 1, 2,3,4 – Regularization of unauthorized occupation is an administrative process followed by the Commission. However action is being taken at present regarding unauthorized occupants under the recovery of possession Act no 1979
 - (b) A request has been made to the Secretary to H.E. the President for appointment of a representative to the Commission from the President's Secretariat
- II. Finance Act No 38 of 1971
 - a. Action is taken for investment under common decision
 - b. The report has been submitted to the Commission and referred to the Auditor General before the lapse of three months obtaining the approval of the Commission
 - c. The annual report containing the progress of the Commission which is prepared by the Commission is submitted to the Minister in charge in every year. The annual report of year 2010 has been submitted to the Ministry for obtaining approval before tabling it at the Parliament

III. Presidential Secretariat Circular No. SEI/A/4/34 dated 12 July 1995

- (a) Action is taken to revise the lease rent once in every 5 year if any condition is included in the relevant lease agreement.
- (b) At the instances where the lease rent is not paid, maximum effort is made to recover lease rent. Accordingly efforts have been made to recover the relevant amounts who calling lessees for discussions.

At the instances where all these efforts have failed action is taken to terminate the term of lease. At most of such occasions action has been taken to follow legal actions.

- (c) In case where a written permission has not been obtained from the commission for an interim lease relevant enterprise is handed over to the interim lessee removing it from the lessee after calling both lessee and interim lessee by the commission and such step is taken in accordance with the procedures of the commission.

IV. Section “C” of Nations Building Act No 09 of 2009

Owing to the difficulties which may be faced by the low income people, it is being discussed to take an appropriate measure through the Secretary to H. E. the President.

V. Establishments Code- Section 13(03) of Chapter II

An acting appointment should strictly be made as a temporary measure once a permanent appointment is made.

However, applications have been called by the notice published in the newspapers for recruitment to post of Director/ Finance, Chief Internal Auditor and Director/ Compensation and Valuation, and further they have been interviewed.

Since those applicants have not satisfied qualifications mentioned in the procedure of recruitment of the commission and further they were reluctant to serve on the salary step relevant to the post the attempt made for recruitment was failed.

Due to above problematic situations the most appropriate officer at that time serving in Finance Division, Internal Audit Division and Valuation and Compensation Division was appointed to act in the post of Director in the relevant division.

Action has been taken to receive instructions from National Salaries and Cadres Commission and Department of Management Services regarding the recruitment for the main post which has fallen vacant, accordingly it has been informed not to make any new appointments until approval is received for the procedure of recruitment proposed to be prepared for the commission and the cadre.

At present the procedure of recruitment has been submitted to the Department of Management Services after obtaining the recommendations of National Salaries and Cadres Commission and the ministry. However, since the functions of the commission should be continued without any interruption until new procedure of recruitment is approved, these appointments on acting basis have been made. Action will be taken to recruit suitable officers promptly once the procedure of recruitment is approved.

VI. Financial Regulations

(a) F. R. 502 (2)

Even though the fixed assets register has been prepared in relation to each subject it has been instructed to maintain the same properly as per financial regulations.

(b) F. R. 135

Accounting activities has been carried out by the officer in charge of the accounting activities of the district offices. However, relevant officers have already been

informed to make all District Directors aware of this situation and to assign duties relevant to accounting activities.

VII. Management Services Department Circular dated 02 June 2008

The post of Executive Director or Consultant- Deed has not been included permanent cadre of the commission. An appointment is made to the post if Executive Director by the Honorable Minister in charge of the subject as per Section 45 (01) b (01) of the Land Reform Act 01 of 1971.

The post of Consultant- Deed is a permanent post to which appointment is made on a certain allowance purely with the approval of the commission.

(b) PED Circular No 56 dated 27 January 2011 of the Ministry of Finance and Planning

(c) Public Enterprises Circular No PED/12 dated 02nd June 2003

- I Annual Performance Report has been submitted every year to the Department of Public enterprises and the ministry once they have been prepared by the Land Reform Commission. Action has already been taken to submit Bi- annual performance reports for year 2012.further, relevant divisions were informed to prepare the quarterly reports and to submit them to all the institutions.
- II It has been noted to take further action after looking in to the matter.
- III At present two members as per the composition of the commission participate in the audit and Management Committee.

(d) Public Finance Circular No 449 dated 21 February 2011.

This officer has been recruited as the consultant – Deeds of the Land Reform Commission considering purely the post held by him within the institution and outside institutions.

Further this officer has possessed qualifications to hold the post of Consultant – Deeds as per his knowledge in the lands and deeds of the land reform commission. This recruitment has been made with the approval of the commission since it is more appropriate to obtain the services from this officer than obtaining it from a new officer.

Even though notifications have been published at several occasions in the newspapers to recruit a suitable officer for the post of Survey and Demarcation of the Land Reform Commission, no acceptable application has been made.

Even though request has been made from the Department of Survey to release an officer for the service of the commission no satisfactory response is received. In the meantime only two applications were received in response to the notice published in the newspaper last time. Therefore, they have been interviewed but they have expressed their disagreement to serve under the salary determined in the recruitment procedure.

However, Mr. M. K. W. Dharmawardane who has retired from the service of the Department of Survey has stated at the interview that he wishes to serve under the commission if he is paid the salary drawn last to him whilst he was serving in the Department of Survey.

Since, a huge work load is remaining unattended due to the unavailability of a Director at Survey and Demarcation Division, on the request of Mr. M. K. W. Dharmawardane has been recruited to the post of Director, Survey and Demarcation on contract basis agreeing to pay him the relevant salary and freezing his pension.

Since, instructions has been received from the Department of Management Services not to make any recruitment until the procedure of recruitment is approved and further a number of critical services are performed by the Survey and Demarcation Division of the Land Reform Commission, the commission has decided to obtain the service of Mr. M. K. W. Dharmawardane as the Head of the Survey and Demarcation Division on exigency of service.

At present the recommendations have been received for the new procedure of recruitment from the ministry and Salaries and Cadre Committee and it has been submitted for the approval of the Department of Management Services. Therefore, relevant divisions were informed to take prompt action to recruit an officer with required qualification for the post of Director, Survey and Demarcation once the approval is received.

2.2.9 Transactions of Contentious Nature

1. Action has been taken in this regard on a decision taken by the commission. Especially the recommendation of the minister and the low income level of these persons are considered in this regard.

11. Since, there is a difference between the particulars in the schedule and the alienation division, accurate details will be submitted in due course.

2.2.10 Noticeable Malpractices/ Improper Transactions

A complaint has been made to the police station regarding the missing of files and receipt books, kept at the office of the Director, Ampara District Office. Accordingly, investigations are being carried out by the relevant police station.

Statements have been recorded from relevant responsible officers calling them to the Head Office, and further a list of missing files has been prepared. Further, the Director General has visited the Ampara Office for further investigations. In the meantime the Director General has instructed to expedite the process.

3. Financial Review

3:1 Financial Results

3:2 Analytical Financial Review

1. A vast majority of this percentage should be received from Public Institutions. (Ex: JEDB). The commission was informed to make a certain decision through H. E. the President.

11. It is varied in every year and accordingly a minor variance has occurred.

111. The reason for this situation is the reduction of the interest rates for fixed deposits.

4. Operational Review

4:1 Performance

1. Instructions were given to provide at two separate occasions in year 2012
11. The approval of the minister in charge of the subject is necessary for leasing. Since, action has been taken to obtain a cabinet decision and to review appointing a committee of review in the alienation of lands of which the extent is more than five acres, the necessity for recovery of lease rent is comparatively at a lower level. The increase of the revenue is due to expediting the regularization process as per the procedure of the commission regarding a large number of persons who were not awarded the relevant deeds for number of years.

Further, the action taken to obtain compensations which have not been paid has also caused to such increase.

4:2 Management Inefficiencies.

1. A document is maintained for leasing and it has been updated. It has been instructed to make relevant entries once the document of lands which have been sold and which are remaining.
11. It has been instructed to make field investigations and to update obtaining relevant information.

4.3 Operation Inefficiencies

1. Since it is not satisfied with the facts of this case instructions were sought from Presidential Secretariat in this regard. Even though this is to be paid in legal aspect, relevant Cabinet Memorandum has been submitted as per the instructions given by the Secretary to H. E. the President to obtain cabinet approval since it is a large amount.

11. These information are not accurate. When recovery of certain lease rent is made as a block fee for a period of five years, it is not mentioned as a receipt of the relevant division. Therefore, it has been instructed to recover relevant lease rent and to make necessary updates.

111. (a) Kurunegala District

I. It is difficult to make a specific opinion since there is no entry for lot No 95 in Kurunegala District. However, this should be further investigated.

II. **Thanahena Watta Land**

Even though the land has been provided on lease and it has been referred to the Chief Government Valuer for revision of lease relevant valuation on lease rent has not been received.

Accordingly action has been taken to obtain relevant lease rent and the functions of relevant company have been entrusted to Design Company Limited. Since that company is an institution approved by the Board of Investment action has been taken to provide it to the company on the valuation of year 2011 after recovering arrears of lease rent.

III. **Kobeigane Watta**

Rs.100, 000/= out of this amount has already been paid and action is being taken to recover the balance

IV. **Pansala Watta**

This is a company which pays duly lease rent and action is being taken to recover the relevant amount.

V. **Kammal Watta Land**

It has not been confirmed that this is an interim lease made to another company. However, Rs. 20,000/= has been paid at present in the name

of *Janatha Apparels*. Therefore, instructions were given to calculate and recover the balance, if any.

VI. National Watta Land

All the arrears of lease rent have been paid and action is being taken to recover the surcharge.

VII. Providing two acres from the land called St. Bridget Watta on lease.

Since this is a project under Board of Investment Rs. 500,000/= has been paid before conversion to possession. However, relevant company has not commenced their business activities. Therefore, the possession has been taken back unilaterally but, it is problematic to recover money from a project which has not been implemented.

(b) Puttalam District Board, Madampe.

I. In the preparation of relevant document the land has been mentioned in the correct name but the district has been mentioned as Puttalam inadvertently instead of Kurunegala. This situation has occurred due to this reason. It has been mentioned in the information registered at the District Office Puttalam that it is not relevant to the Puttalam district. Therefore, instructions were given to make necessary rectification

II. During the period from 1988- 1995 lands belonging to the commission have been provided under minor lease agreements and the lands under the divisional secretaries have been distributed under the expansion of villages in various ways. Unauthorized alienation means the handing over of lands distributed in such a way before legalizing them. Further, political authorities have also taken various actions during such periods. However, action is being taken to follow due procedures under General Circular/2007 in respect of unauthorized occupants and residents.

III. Puttalam district office has been established at Madampe in 1996. Before that these functions were carried out by Wayamba Provincial Office established in Kurunegala. It seems that files relevant to 31 plots of lands have not been handed over to Puttalam office when preparing files. When action is taken regarding such plots it is carried out joining with the Head Office. However, necessary instruction has been given to collect available information and to enter them in to files.

IV. The Register of Land has not been completed and it is being prepared collecting information. Therefore, it is possible to exist unidentified lands in the field. No other document except form 1:1 is available for the portion of land in extent nearly 3562 acres of *Kottukachchiya* Land. According to the available information it has been identified as a part of *Kottukachchiya* farm belonging to Livestock Development Board. Therefore, instructions were given to District Director to take further action.

V. **Davulkurundu Watta**

At present it is under the control of commission.

VI. **Rajapaksha Watta**

1. The possession of the *Kahatakulama* land in extent 147A 2R 10P belonging to commission has been given on 19.06.1995 to Kammalpattu Multi-Purpose Cooperative Society according to a proposal made by Mr. Aponso Fonseka the then Member of Parliament for Wennappuwa electorate. However, the written decision of the commission in this regard etc is not found in the file.

Even though the said land has been granted to the above cooperative society it seems that a legal lease agreement has not been made. Further it has been reported that these lands have been distributed among 50 members of the cooperative society without obtaining the approval of the commission. The General Manager of the Co-operative Society has informed the Chairman on 08.05.1998 that a decision has been taken to return the possession of the land to the commission. It seems when examining the file that constant correspondence has been made in this regard.

However, in 1996 this land has been surveyed by the Department of Survey and FVP number 1716 has been prepared with a view to provide permits page No 19) under Land Grant Special Provision Act No 43 of 1979. The commission has to take legal action in this regard. Divisional Secretary has awarded for certain plots out of the 158 plots action is being taken as per the procedure of commission to regularize the remaining.

11. Even though it has informed to pay charges for the use of land a discussion is being conducted calling relevant parties since there

are some legal issues on the ownership of the land. It will be submitted once these matters are settled.

111. At the time of preparation of plan No 1302 the persons mentioned in lot No 71, 72, 73, 77 were not residing only the possession has been confirmed. However, their names have not been included due to not paying survey charges even though they had the possession at the time of the preparation of land. However, as per the supplementary prepared on 28.10.2009 the list of supplementary lots has been prepared with the inclusion of the persons who has the possession and it has been approved by the Director, Survey and Demarcation on 21.01.2010.

VII. Kusala B Watta

115 Acres have been accepted as a possession of this land. Later it has been revealed that the extent of land is 117 acres when the survey was carried out as per P. P. 715. Even though a survey order has been issued to divide this land to 203 lots in 1975 it has not been implemented. This land has been provided to *Walu Aqua* Company on lease for development. However, a case has been filed at the court as unauthorized occupants have occupied the land. At the court case it seems that the possession of unauthorized occupants has been confirmed. Therefore, the political authority has intervened in the matter and 56 lots have been distributed among persons for the land in extent 50 acres where unauthorized occupants are occupying. Action has been taken at present to avoid such situation in future. However, the mention made to the effect that the distribution of the land is not made under proper way is true. The remaining land in extend 67acres has been used by *Walu Aqua company*. The company has paid an amount over 1.7 million up to now for the land as lease rent. Action is being taken to recover the balance lease rent.

(viii) St. Helena Watta

This land consists of paddy land in extent 20 acres and Dry lands in extent 50 acres and it has been declared under C.O /2066. At later occasion the Department of Irrigation has built Kolaeliya Tank in the marshy lands which have been mentioned as paddy lands. The Divisional Secretary, Pallama has taken action to acquire this portion of land. Even though, survey orders have been requested in

2003 it has not been implemented. The Divisional Secretary has been informed to acquire the land after surveying it.

(ix) Lands called Karawattikulam, Ramankulam, Palamankulam and Unali

A land in extent 50 Acres from the land called Ramakulam has been surveyed to provide for the statutory determinations from the declarants P/210 and further it has been alienated by a Gazette notification. However, the heirs of the declarants have not agreed to accept the possession of the land and they have made a request for obtaining lands from other places, in Puttalam district as an exchange for statutory determinations. Accordingly, requests have been made for land from Nindenil Nadu Watta and Sanathoduwawa Watta, and a land in extent 20 acres have been surveyed from Sanathoduwawa Watta and the possession has been handed over to the grand sons of the declarant on 30. 09.2004. However, they have made a request again for another land as unauthorized occupants have entered the land even after the possession has been handed over to grandsons. Accordingly action is being taken to provide a land in extent 48 acres from the land called Attivilluwa. Even though several attempts have been made by the commission to provide lands to declarant No p/210 for his statutory determination it has been delayed due to their negligence and their failure to accept and protect relevant lands.

Further field investigation has been carried out by the commission regarding the land which has been provided at first by the Gazette Notifications for the statutory determination of the declarant No K. U. /210. Accordingly, it is hereby mentioned that action would be taken in future regarding this land.

(x) Martin Watta

Even though action has been taken in 1979 to provide on lease a land in extent 15 acres from Martin Watta alienated to the commission under unique No CO/2282/PU/2, relevant institutions have not taken action to get this land alienated legally. When this land was under the Department of Small Industries portions of lands have been provided to various institutions for business purposes. Accordingly, several institutions are running business enterprises and they have requested to grant them the legal ownership of relevant plots of land. Therefore, action is being

taken by the commission to make lease agreements and to recover chargers conducting discussions with relevant persons as well as Department of Small Industries.

(XI) **Karambe Watta**

A portion of land in extent 5 A, 0 R, 0 Pm from Karambe Watta situated in Kalpitiya in Puttalam district has been provided on lease to Supreme Garments under the project for 200 garment factories. Approval for the alienation has been received by the commission papers No 3446 and the lease rent has been paid only for one year. Even though it has been informed to pay the arrears of lease rent of Rs.151, 131 that has not been settled later, on the request made by Ministry of Industries Koriyana Exports Institution as agreed to settle the arrears to be paid by the above institution. Even though the land has been provided to Koriyana Exports Private Limited on the recommendation of the Ministry of Industries the commission has not signed a lease agree.

Then the Koriyana Exports institution has also avoided settling the outstanding amount. Further, the District Director has reported on 23.05.2006 the land has been sold to the institution called Red Heart and Rich Life Fashion without obtaining the approval of the commission. Thereafter Red Heart Institution has paid the arrears of lease rent for the period up to 26.03.2007.

(xii) **Lechchami Watta and Walahapitiya Watta**

According to the file it is not revealed regarding a notification made by the relevant letter in 1975. When files are examined further it seems that the total extent of land has been handed over to relevant company 31.11.1999 from statutory determination and persons who are not declarants. Therefore, no remaining land is available with the commission.

(xiii) **Kumbutukuliya Watta**

(I) As per the commission act and the powers the commission has taken a decision. A surcharge means the amount equivalent to 10 % which the commission orders to pay when a payment is neglected by a party without any justifiable reason. That is purely a decision taken by the commission and there is no other legal basis. However, if the relevant party can produce justifiable reasons for

failure for such payment the commission takes action to remove the surcharge.

(II) Relevant land in extent 74 acres has been provided to Alpex Aqua Company on lease. However legal Action is being taken as the institution avoids relevant payment. There is no information to the effect that the Commission has sold 20 acres from above 74 acres (By 2 plots of 10 acres) to one and the same person in one and the same day.

(III) Provision of a land in extent 8.094 hectares from Himbutukuliya land.

Legal action has been taken to recover the arrears.

(xiv) Land in extent 1A, 2R from Karanawa Watta land.

Legal action is being taken to recover the arrears of lease rent.

(c)

District Land Reform Board, Kandy

(I) A proper land register has not been prepared but it is now being prepared. However, a common register has been prepared by the Head Office based on the data available on lands in Kandy district and it has been handed over to the district office. Instructions have been given to the district office to maintain these lands categorizing them at the level of Divisional Secretaries Division following this register.

(II) 12 plots of lands mentioned are the lands which have been identified. They have been entered in that way as certain files belonging to Kandy district are at Head Office. Certain other lands are belonging to District Office, Nuwara Eliya. Accordingly, Maha/385, Maha/496, Maha/542, Maha/560, Maha/360, Maha/600 and Maha/620 are belonging to Kandy district and their files are available at Head Office. District Director was instructed to obtain their copies from the Head Office. It is hereby inform that Maha/591, Maha/623, Maha/673 and Maha/10804 belong to Kandy district.

(III) A document containing the particulars of lands alienated to Janatha Estate Development Board and State Plantation Cooperation by the commission and the particulars of lands taken over again by the commission is available along with relevant Gazette notification and dates and further it is being updated. However, at present action

has been taken to bar encroachment and unauthorized occupation applying various methods. The problematic situations are reported regarding the encroachers who have encroached 10 years before.

(IV) Action is being taken to update the relevant leasing files and to recover arrears of lease rent from each lease.

(V) A land called Ambalamana Watta.

(i) Since this land is occupied for a long time by unauthorized occupants and used for temples, Kovils, Schools and Line Houses for Tamils, District Office is taking action to regularize the occupation.

Accordingly, reports are being called from each individuals as well as institutions. This information has been submitted to the commission and action is being taken as per commission act and the circulars.

(ii) When taking over of lands to the land reform commission a land in extent 89A, 2R, 2P from a land belonging to the family of Mr. Maithree Karunarathna has been inadvertently taken over by the commission. Therefore, it has to provide alternative lands to Mr. Karunarathna. Accordingly, relevant extent of land has been surveyed from the land and further and plans also have been prepared. In the meantime the relevant party has been informed to receive the possession of the land. However, relevant party has refused to accept the said land since unauthorized occupants have occupied in the said portion of land at that time.

(iii). A land in extent of 50 Acres is allocated for distribution among the public under the 100 days' programme. Action is being taken to legalize unauthorized occupants residing in a land in extent of 03 Acres. Department of Forest Conservation has planted pine trees without approval of the Commission. Instructions have been given to Kandy Director to submit a report to the Commission after disc using with the Kandy office belonging to the Department of Forest Conservation.

At present discussions are being carried out with the Department of Forest Conservation.

(iv). Alienation over to the JEDB

(1)

(11) The Commission is of the view that it is legally not possible to grant free hold ownership of the land provided by the Commission to people through Janatha Estate Development Board and State Plantation Corporation. Their standpoint is that it is possible to do so after the land is handed over to them by the Gazette. These issued have been referred to the Ministry of Plantation Industries and are being discussed to be resolved.

(111) The land, machinery and buildings belonging to the Land Reform Commission have been sold to outside parties during the time of possessing them by JEDB on its discretion. Discussions are being carried out regarding this issue and such incidents in other areas and it is intended to take further action regarding matters such as damages on the common decision made at these discussions.

V. Alienation of land to Krishnamainin (Pvt) Ltd

(i). These lots of land have been alienated during the period from 2002-2004 and some of the alienations made within that period have been suspended by a cabinet decision. This is also covered by that decision. Further action has been taken accordingly. The District Director has informed that silica mining is not done in proposed 10 Acres according to a report of the district office obtained for this land. Further, as per the field investigation carried out by the Director, Survey it has been reported that it is not advisable to provide it on lease as there may be an imbalance of the environment due to remaining large pits as a result of providing this land for projects. Even though, an advance of Rs. 200000 has been recovered, action has not been continued regarding the leasing process as a suspension order has been given by the Cabinet of Ministers. Also the money has not been recovered.

(ii). This selling has been made in year 1983. During that time, sale of various lands has been made subjected to the ceiling of 10 Acres. However, after 1995 decisions have been taken determining the ceiling as 2 Acres.

Since the above incident has occurred in 1983 and further action has been taken as per the circulars implemented then, Land Reform Commission is at present not in a position to take legal action regarding the above sale.

(iii). Action has been taken to suspend relevant business enterprise after conducting discussion with relevant parties.

VII. Alienation of land for other projects

1. Since this is one of the deals which have been suspended by the Cabinet during 2002-2006, the Commission cannot recover tax or take other steps until a revision is made by a Cabinet decision.

11. It has been decided to grant subjected to a ceiling of 02 Acres after 1994. The Commission has sold up to 10 Acres at earlier occasions. It is compulsory to obtain relevant permits for business enterprises in the lands provided by the Commission. Until such permit is obtained, lease agreement will not be entered into.

VIII. Granting concessions for labourers of Ambalamana Watta

Plans and list of lots of Ambalamana Watta provided to estate labourers have been prepared. At present Tea Small Holdings Development Authority has made a request from us to issue title certificates enabling them to subsidiaries for tea plantations.

However, charges should be recovered as per the circulars of Land Reform Commission relevant to regularization of land. The allottees of land have been informed to pay relevant charges. However, since they have failed to pay such charges allottees, relevant documents for preparation of deeds have been referred through District Officers deducting relevant amounts from the subsidiaries provided to them by Tea Small Holdings Development Authority. At present applications have been received from 48 allottees and 18 out of the above have been awarded deeds. Further, steps are being taken to award deeds to the remaining allottees.

IX. The land surveyed under 100 days' programme

A portion of land in extent 50 Acres from Ambalamana Watta has been surveyed and divided and further the political authority which was at that time in power has settled 25 families there. They are occupying the land since then up to now. They are not unauthorized occupants, but a group to whom it could not award deeds under 100 days' programme. However, at preset the Commission is taking action to award deeds as per relevant procedures. When providing plots of Ambalamana Watta where silica is found, it is made not as an issue under leasing, but recoveries are made based on the calculation of mineral resources. By this way, action is taken to collect maximum silica.

VI. A land called Mahakanda Watta

A discussion is being held with the President Secretariat regarding the taking over of lands to Land Reform Commission which have been alienated to Janatha Estate Development Board, but not been developed. At such times where the land is kept idle without making any development such land is not utilized for development or any other purpose on their agreement or when there is no disagreement even without revocation. In the meantime action is taken for revocation.

It takes some time to follow the process and procedures to be followed before providing a land on lease. The valuation of the land should be obtained from the Chief Valuer. If the extent of land is more than 5 Acres, approval of the Project Committee should be obtained by referring the matter to the Committee. Relevant delay has occurred due to delay of providing necessary information by lessees. Therefore, it is further informed that the lease rent can be recovered from the date of handing over of the possession. In this case, the possession has been handed over on 01.09.2011. However, considering the commencement of relevant process, it has been informed to pay lease rent from year 2009 calling relevant valuation for year 2009. Accordingly, it has been informed GDA International Ltd on 30.06.2011 to pay lease rent for the first 5 years from 2009 – 2014. The five years' lease rent can either be paid annually or as a block payment. Having taken in to consideration all the above facts and on the discussion made with the offices of JDA International Ltd by Executive Director on 04.08.2011, it has been agreed to pay Rs. 226311 which is the amount of government valuation and further to pay the balance of Rs. 768000 by two installments on 01.07.2012 and 01.07.2013 respectively. Accordingly, instructions have been given to take relevant action.

VII. Gonadhika Watta

A letter has been referred on 22.07.2009 to Secretary, Ministry of Plantation Industries to hand over the land in extent 56477 Hec. To Land Reform Commission which has been revoked by the Gazette Extra Ordinary No. 1168/16 dated 23rd January 2001 under Section 27 (a) 4 of Land Reform Act. H.E. the President has been informed in this regard. Such problems are observed on lands which are governed by Plantation Companies with or without legal authority. However, it is problematic to take legal action since there are agreements entered into and letters issued to them.

VIII. Atabage Watta – Providing a portion in extent 39 A, 2 R on lease.

- I. The land called Atabage Watta alienated to Land Reform Commission under unit No. CO/671, CO/672 consist of 39A, 2R. On 01.12.2003 the possession has been handed over to Mr. A.M.P.B. Athapattu and an amount of Rs. 50,000 has been recovered as advance. Later, he has provided the land to Mr. W.N.J.D. Wijethunga on 10.07.2007 by an interim lease. The Executive Director has made a field investigation and submitted a report regarding this alienation and accordingly it has been recommended that it is advisable to provide this land in a formal manner on lease to Mr. W.A.N.J. Wijethunga who is developing the land. However, since Cabinet Sub Committee has included this in suspension list as this is an alienation made during the period from 2002 – 2004, the Director, Projects has been instructed to take

further action once the revised Cabinet Decision is received. Therefore, it is possible to take action in accordance with relevant procedures and further to take action regarding arrears of lease rent. Since legal procedure has not been followed in this regard, it is illegal to provide it on an interim lease. Therefore, an action will be taken to continue the matter once the revised Cabinet Decision is received.

- II. Classifications have been made in the above answer. No legal recovery of lease rent is made as mentioned above. The possible step is to remove the lessee. However, it is also problematic as an advance is obtained from them.

IX. Providing a land in extent 15 A from Kurunduwatta land on lease to Giriulla East Sanasa Society Ltd.

Even though, it is inadvertently mentioned in the above plan as a lease it has been revised as a sale. Accordingly, action is being taken to regularize in due cause.

X. Leasing of Tea Factory of Tilton Estate

1. A plot in extent 2 A, 1R, 14.5 P of plan No. 1701 relevant to the land which has been provided on lease to the institution called Super Industries Ltd on 30th August 1997 has been surveyed. The whole land except 1 ½ A is occupied by unauthorized occupants and therefore, it is not possible to sign a lease agreement between Land Reform Commission and relevant institution. However, discussions are being held to settle this issue.

11. Since this agreement has been cancelled in year 1995, it is not possible to make any comment in this regard. However, action will be taken to follow legal action if Super Industries (Pvt) Ltd does not pay relevant lease rent within a specific period.

111. Relevant interim lease is not legal. Therefore, legal action is taken to recover lease rent due from relevant institution to the Land Reform Commission.

XI. Orayan Watta

Further action is to be taken once a valuation report is obtained from Chief Valuer.

XII. Imbulpitiya Watta

Imbulpitiya Watta situated in Divisional Secretary's Division Pasbage Korale in Kandy district has been alienated to Janatha Estate Development Board by the Gazette No. 103/10 dated 12.03.1982. The extent of land alienated by the above Gazette has been provided to Kahawatta Plantation Company Ltd on lease by to Janatha Estate Development Board. People of the area have made a request to provide them the granite situated in certain places of the land under projects. Even though, the gem resource of the land belongs legally to the Commission. However, according to the letter issued by the then Minister of Plantation Industries who was the then in charge of the Land Reform Commission, lease agreement and the letters issued by the General Treasury, the company says that the ownership of such resources should be theirs. This problem has not so far been settled.

However, the Chairman having sent a letter to Janatha Estate Development Board on 04.01.2012 has stated that the Commission belongs the mineral resource and timber in the land and further informed to return the plot of land in extent 50 A where granite is situated to the Land Reform Commission.

It has become impossible to take legal action until this matter is settled. However, action is being taken to collect the income which is losing the commission due to blasting granite by unauthorized persons under such circumstances.

XIII. a valuation report is expected from the Chief Valuer and action will be taken once it is received.

XIV. Even though, Mr. Polgolla states that he has the position for more than 18 years, the Commission has decided in year 2007 by the decision No. 6374 to provide it on lease based on the valuation of year 2007. When a valuation is made in a certain year it should be effective from the date of valuation. Otherwise, the valuation relevant to 18 years before should be obtained. However, adverse effect may be caused to the Commission in financial aspect in such a step. Further, action has been taken considering this situation.

Later, the Commission Paper No. 6374 dated 26.03.2007 has been submitted to the Commission as per the above request. The decision of the Commission was to provide the portion of land in extent 39.25 P to Mr. A.M. B. Polgolla on lease for a period of 30 years under the Section 22 (a) b on the current market value.

XV. Even though, Mr. S.M.P. Banda is having the possession of a portion of land in extent 1 A, 15 P form the land called Sinduran Kanda situated in in the electorate of Udunuwara for 29 years, the Commission has recommended to provide only a portion of land I extent 20 P. The remaining land has been divided to plots in extent 16 P for 10 allottees as per the survey order No. 15/6/4/granite7 dated 03.01.2003 of Director, Land Alienation and the plan No. 1600 has been prepared. Accordingly, Rs. 10,000 has been recovered from allottees as advance for valuation on 01.07.2002.

The report of recommendation to be provided by the central Environment Authority Survey and Mine Bureau before blasting granite has not so far been submitted. The reason for such situation is the *Aranya Senasana* situated in the land and the objections and complaints made by the villagers to H.E. the President and other institutions against blasting of granite. Therefore, it has become impossible to take further action in this regard.

4.4 Identified losses

I. Instructions have been given to include relevant revelations during this year.

II. Preliminary investigation has been made as per F.R. 104 regarding this vehicle accident. According to the investigation, it has been decided that the cause for the accident is a mechanical fault of the vehicle. Further action has been taken accordingly.

4.5 Staff Administration

I. Particulars of excess cadre have been submitted to the Salaries and Cadres Commission in order to include them in the approved cadre as per the recommendation of H.E. the President. It has now been submitted to the Department of Management Services on the recommendations of Salaries and Cadres Commission.

II. Action will be taken to fill all the vacancies once the new Procedure of Recruitment is approved.

4.6 Under utilization of vehicles

I. During year 2011, expenses have been made exceeding Rs. 100,000 for vehicle repairs nearly for five occasions. Since at present the old vehicles belonging to the Commission are used for official purposes, it has caused a minor increase in the expense than the last year.

II. Preliminary investigation is made as per FR 104 (3) regarding any accident occurred to old vehicles in the pool of Land Reform Commission. Therefore, relevant divisions were informed to look into and submit reports promptly if there are reports which have so far not been submitted to you.

III. Relevant procedure has been followed as it has not been confirmed the cause for the accident as the negligence of the driver.

5. Corporate plan

I. The corporate plan for years 2012-2016 has been prepared with the inclusion of accurate information and minimizing the weaknesses observed in the corporate plan prepared for years 2011-2015.

II. Relevant divisions were instructed to avoid such weaknesses in future.

5.2 Action plan

- I. It is noted to follow the prescribed procedure in future.
- II. The responsibility has been entrusted to District Director Nuwera Eliya even though it has not been included in the action plan. He has already concluded relevant tasks.
- III. Relevant divisions were informed to take action as per the estimates prepared.
- IV. Relevant divisions were informed to perform tasks properly in future.
- V. Whilst conducting discussions with relevant parties, it has been informed to perform tasks systematically.

5:3 Internal Auditing

- I. Due to delay in granting approval for the Procedure of Recruitment, it has become impossible to recruit an officer to this post.
- II. Relevant divisions have been informed to make rectifications in 2012 and implement without delay.

5:4 Audit and Management Committees

Relevant divisions were informed to take further action promptly in respect of appointment of a member representing President Secretariat whilst informing the Secretary to H.E. the President.

5:5 Control over budget

Relevant divisions were informed to pay thorough attention in this regard.

6. System and control

I. Reports of the Revenue Division and Revenue reports of Accounts Division.

II. Control over money

(a) And (b)

Action has been taken to inform all District Directors to perform duties avoiding accounting deficiencies as far as possible which have been pointed out by the audit quarries and to entrust the officer in charge of the accounting activities at the office only with accounting functions and further not to entrust any other external duties to the officer.

Further action has been taken to inform that activities relevant to recovery of money should be carried out only on Mondays and Wednesdays. Further, it was instructed to maintain the cash book in a systematic manner and to enter relevant transactions on the same day. Further, the officers performing duties relating to accounting activities have been informed that the money belonging to the office should be kept in the safe of the office. In the meantime, relevant divisions of the Head Office have been instructed to take follow up actions on the performance of duties.

III. Leave register and attendance register

(a) Attendance register

(b) Leave register

As pointed out in the audit quarry, correct instructions have been given to maintain the attendance register of the officers at District Office. Further, the District Directors were informed to maintain the leave register making rectifications shown by the audit quarries and making necessary updating. Further, it was informed to entrust the duty to maintain the leave register to an officer in writing when assigning duties and to entrust the responsibility of supervision to staff assistant.

Further, it is hereby mentioned that the weaknesses pointed out in the maintenance of attendance register in 2012 can be avoided to a greater extent as action has been taken to install finger scanners for recording attendance and departure of officers at District Office.

IV. Future programmes and the reports on the works performed

As pointed out in the audit quarry, instructions have been given that the Field Officers as well as District Directors should get their future programmes approved before 25th of the next month.

Further, the Director General was entrusted with the responsibility to commence promptly necessary measures for awareness to submit monthly future programmes, revised programmes and particulars of programmes completed which should be submitted by District Directors and other Officers. Internal Audit Division was informed to carry out follow up action.

V. Land documents of District Boards

Measures in this regard have already been commenced. Director General has supervised the duties of several District Offices. Further, necessary instructions and guidelines have been given for the maintenance of register of lands alienated relevant to district, lease register, reports on unauthorized occupations and main files belonging to District Office so as to be identified without difficulty.

File cabinets have been provided to all District Offices for safeguarding their files. Further, instructions have been given to update all office files and to keep them in file cabinets. Also it has been instructed to prepare a file register separating the files to be attended according to the Divisional Secretary's Divisions and numbering them.

VI. Maintaining land files and storing.

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Land Reform Commission