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தேசிய சமூக அபிவிருத்தி நிறுவனம்
National Institute of Social Development
(Ministry of Social Services)



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வருடாந்த அறிக்கை
Annual Report
2012

(English Language)



National Institute of Social Development,
488A, Nawala Road,
Rajagiriya.
. . . 2013

The Hon. Minister of Social Services,
Ministry of Social Services,
1ST Floor, Sethsiripaya.
Battaramulla.

Dear Sir,

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR - 2012

In accordance with section 14(2) of the Finance Act No. 38 of 1971, I submit herewith the following documents for favor of your information.

1. Annual Report - 2012
2. Statement of Financial Position as at 31st December 2012
3. Statement of Financial Performance for the year ended 31st December 2012
4. Consolidated Cash Flow Statement for the year ended 31st December 2012
5. Receipts and Payments Account for the end of 31st December 2012
6. Auditor General's Report
7. Auditor General's Opinion
8. Director General's Observations on the Auditor General's Report

Thanking you,
Yours faithfully,

Riddley Jayasinghe,
Director General,
National Institute of Social Development



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National Institute of Social Development Annual Report - 2012

01. Preamble

The National Institute of Social Development has been incorporated by an Act of Parliament bearing No. 41 of 1992. Its inception can be attributed to the “Institute of Social Work” setup in 1952 by a group of voluntary organizations. It was later taken over by the Government in 1964 and renamed as “Ceylon School of Social Work.”

Our Vision

The vision of the Institute is “to be a centre of excellence nationally and globally in Social Work Education, Training and Research.”

Our Mission

The mission of the National Institute of Social Development is “To enhance human resources for social development through the preparation of competent manpower in social work at all levels, generate and disseminate new knowledge and technologies for social work practice, provide specialized services for social welfare and social development.

Objectives of the Institute

The objectives of the institute, as stated in the National Institute of Social Development Act. No. 41 of 1992 are to:

01. Upgrade, expand and update higher educational programmes for professional social work, social welfare management & social development upto the globally recognized standards.
02. Expand, strengthen and collaborate in training programmes aimed at human resources development for social welfare, human services, community development empowerment of disadvantage and social development while increasing avenues for those who are interested in developing and advancing their skills in the field of social work to optimize and better perform their careers with competency.
03. Initiate, promote, conduct and collaborate In research work pertaining to various aspects of social work education and practices, social welfare and social development whilst generating and propagating new knowledge pertaining to the field for present and future application.
04. Contribute to the social welfare and social development policy formulation, planning and implementation through the provision of specialist services.
05. Improve financial, academic, non academic manpower and infrastructural resources with special attention to the establishment of a permanent premises for the institute to facilitate the achievement of all other goals.

The Institute is engaged with the following activities to achieve the above objectives :

01. Providing professional social work education,
02. Conducting of local and international training programmes in social work.
03. Conducting research in the field of social work, social welfare and social development and publishing literature
04. Conducting counseling services in the field of social welfare,
05. Developing professional and managerial efficiency of the staff of Government and Non-Governmental sectors involved in social welfare
06. Providing necessary assistance to the Hon. Minister to formulate and implement social welfare policies and programmes.

The programmes of the National Institute of Social Development are as follows :

01. Curriculum development, organizing, conducting and field work coordination of degree programmes, diploma programmes and para-professional training programmes in social work.
02. Improving, conducting and undertaking research on social welfare and social policy.
03. Publishing literature on social work
04. Conducting seminars and workshops with financial aids from foreign and local organizations to enhance the professional and managerial competence of officers of Government and Non-Governmental Organizations involved in social welfare activities.
05. Assisting the Hon. Minister to determine policies at staff meetings and discussions attended by him and submitting written proposals for him to plan and implement social welfare programmes.
06. In implementing social welfare plans in Government and Non-Governmental sectors, assigning social work students to those institutions through their projects. Providing necessary guidance and advice for their development. Conducting consultancy meetings and conferences to make their services more productive.



02. Governing Council

The composition of the Board of Governors of the National Institute of Social Development in the year 2012 in terms of sub section 7 (1) of the National Institute of Social Development Act No : 41 of 1992 has been given below.

01.	Mr. R.M.S. Rathnayake	-	Chairperson, Governing Council, National Institute of Social Development Secretary, Ministry of Social Services (from 13.07.2011-12.07.2012)
	Mrs. M.A. Emelda Sukumar		National Institute of Social Development Secretary from 13.07.2012 Director General (Acting) (01.11.2012 to 31.12.2012)
02.	Mr. M.A. Allam	-	Director General - (from 07.07.2008 to 31.10.2012) National Institute of Social Development
03.	Prof. Gamini Samaranayake	-	Member - from 01.05.2006
04.	Prof. Carlo Fonseka	-	Member - from 06.12.2005
05.	Prof. (Mrs.) Ramani Jayathilake	-	Member - from 06.12.2005
06.	Prof. (Mrs.) Y. Rasanayagam	-	Member - from 06.12.2005
07.	Prof. Indralal de Silva	-	Member - from 07.07.2008
08.	Mr. A. Ranaweera	-	Member - from 07.07.2008
09.	Mr. Godfrey Coorey	-	Member - from January 2011
10.	Mr. Pathiraja Perera	-	Member - from January 2011
11.	Mr. D. Wijesiriwardena	-	Member - from January 2011 to 31.08.2012
12.	Mr. K. A. Dayarathne	-	Member - from February 2011
13.	Mr. S.W.A. Piyasena	-	Member - from February 2011
14.	Mrs. S. Weerasooriya	-	Member - from April 2011
15.	Ms. H.P.T. Priyangika	-	Member - from September 2012

03. Academic Affairs Board

The board of academic activities appointed as per requirements stipulated in the Government Gazette No: 796/11 dated 09.12.1993 in terms of sub section 10(1) of the National Institute of Social Development Act No : 41 of 1992 has been mentioned below.

01.	Mr. R.M.S. Ratnayaka	-	Secretary, Ministry of Social Services (13.07.2011-12.07.2012) Chairperson - Governing Council, National Institute of Social Development.
	Mrs. M.A.Emelda Sukumar	-	Secretary, Ministry of Social Services Chairperson - Governing Council, National Institute of Social Development. (from 13.07.2011)
02.	Mr. M.A. Allam	-	Director General, National Institute of Social Development up to (31.10.2012)
03.	Prof. (Mrs.) Y. Rasanayagam	-	Academic Advisor
04.	Prof. W. Indralal de Silva	-	Senior Professor, University of Colombo.
05.	Dr. K. Karunathilaka	-	Faculty of Social Sciences, University of Colombo.
06.	Mr. W.M. Dhanapala	-	Senior Lecturer, Faculty of Social Science, University of Sri Jayawardhanapura.
07.	Mr. A. Ranaweera	-	Director (School of Social Work)
08.	Mr. M.U. Peiris	-	Deputy Director (School of Social Work)
09.	Mr. Riddley Jayasinghe	-	Director Administration & Finance
10.	Mr. Gamage Karunarathna	-	Deputy Director (Social Development Policy Research, Publication)
11.	Mrs. W. Pushpa Silva	-	Section Head, Training/Senior Training Officer
12.	Mrs. Sandamali de Silva	-	Registrar (Secretary to the Governing Council)

04. Staff**(a) Academic Staff (School of Social Work)**

The composition of the academic staff of school of social work for the year 2012 was as follows

01.	Mr. A. Ranaweera	-	Director, School of Social Work 01.03.2013 (Contract Basis)
02.	Mr. M.U. Peiris	-	Deputy Director, School of Social Work
03.	Mrs. Gowry Vasudevan	-	Lecturer I
04.	Mr. K.M.Y. Karunaratne	-	Lecturer I
05.	Mrs. Shamini Attanayake	-	Lecturer I
06.	Dr. Lakshika Liyanage	-	Lecturer II from 14.01.2012 Lecturer I from 15.01.2012
07.	Mr. S. Jeevasuthan	-	Lecturer II
08.	Mr. Vardarajha Jeyaruban	-	-do-
09.	Mr. Abdul Rauff	-	-do-
10.	Mrs H.M.C.J. Herath	-	-do-
11.	Mrs. E.A.M.S.P. Wijesekera	-	-do-
12.	Rev. O.Somananda Thero	-	-do-
13.	Mr. U.L.M. Ashker	-	-do-
14.	Ms. A.W.N. Naleefa	-	-do- (up to 25.09.2012)
15.	Ms. S. Hariharathamotharan	-	Lecturer II (from 01.02.2012 up to date)
16.	Mr. D.M. Wasantha Kumara Chandrasiri	-	Librarian II

(b) Non Academic Staff

Composition of the administration division of the National Institute of Social Development in 2012 is as follows.

01.	Mr. M.A. Alam	-	Director General - 07.07.2008 to 31.10.2012
02.	Mr. Riddley Jayasinghe	-	Director (Administration & Finance) Acting from 01.09.2009) Permanent in this post from 01.04.2011 from 16.11.2007 to 30.06.2008
03.	Mrs. K.D.D. Rathnayake	-	Accountant - from 04.05.2011 (On secondment)
04.	Mrs. M.K. Palihakkara	-	Administrative Officer from 01.07.2005 up to date
05.	Mrs. W.P. Sandamali de Silva	-	Registrar - from 02.07.2007 to 31.12.2012

Cadre of the Administration section is as follows.

	Designation	Approved Cadre	Permanent	On- secondment basis	Casual
01.	Internal Auditor	01	01	-	-
02.	Accounting Officer	01	01	-	-
03.	Assistant Registrar	01	01	-	-
04.	Computer Programmer	01	01	-	-
05.	Management Assistant	25	19	-	01 up to 2012.01.31
06.	Audio Visual Technician	01	-	-	-
07.	Audio Visual Assistant	01	01	-	-
08.	Translator	02	-	-	-
09.	Receptionist/Telephone Operator	01	01	-	-
10.	Driver	08	06	-	-
11.	Karyala Karya Sahayaka	10	10	-	-

The cadre attached to the Research Division is as follows.

01.	Mr. Gamage Karunaratna	-	Deputy Director (Social Development Policy Research & Publication)
02.	Miss. E.N.K. Rasangika	-	Research Assistant from 01.03.2007 to 31.01.2012
03.	Mr. P.R.S. Pattiyagodage	-	Research Assistant from 01.03.2007 to 31.01.2012
04.	Mr. S. Hariharathamodaran	-	Research Assistant from 01.03.2007 to 31.01.2012
05.	Ms. B.A. Niluka Wijebandara	-	Research Assistant from 01.02.2012 up to date
06.	Mr. M. Vijendiran	-	Research Assistant from 01.05.2012 up to date

**Carder of the Training Division is given below.**

01.	Mrs. W. Pushpa Silva	-	Senior Training Officer / Section Head from 01.04.2011 Head Training Division on contract basis from 28.08.2012 up to date
02.	Mr. M.S.M. Asmiyas	-	Training Officer - from 01.07.2005 up to date
03.	Mrs. L.K. Pushpakanthi	-	Training Officer - from 01.07.2005 up to date
04.	Mrs. J.M.S.M. Jayasooriya	-	Training Officer - from 01.07.2005 to 26.01.2012
05.	Mrs. Deepthi Niroshika	-	Training Officer - from 01.03.2007 up to date
06.	Mrs. Kumuduni Wedisinghe	-	Training Officer - from 01.05.2012 up to date

(c) English Instructors

01.	Mrs. C.H.D. Hettiarachchi	-	from 01.10.2007 to this date
02.	Miss. G.P.M.D. Jayarathna	-	from 01.08.2008 up to this date



Sri Lanka School of Social Work

Academic Affairs Division

Functions performed by the Sri Lanka School of Social Work during the year 2012 are given below.

S.No	Programme	Number of Beneficiaries	Duration of the course	Activities carried out	Time/Duration	Comments
1	Master of Social Work		2 Year Part Time (English Medium)			Paid course (Rs. 227,000)
i	Master of Social Work 2009- 2011	12				
				Viva Presentation	22nd, 25th, 26th, 27th, 29th June & 06th July 2012	
				Final Examination Board	17.12.2012	
ii	Master of Social Work 2011- 2013	13				
				1st Year 1st Semester Classroom Teaching	31st October 2011 - 10th March 2012	
				1st Year 1st Semester Examination	23, 24, 30, 31 Mar. 2012 & 505 07.04.2012	
				2nd Year 1st Semester Classroom Teaching started	20.04.2012	
				Foundation Field Orientation Workshop	21.07.2012	
				Progress Review Work shop	06.10.2012	
				1st Year 2nd Semester Examination	12, 19.2012	
				1st year 1st Semester Examination Board	17.12.2012	
2	Bachelor of Social Work		4 Year Full time (English Medium)			Funded programme by the Government
i	Bachelor of Social Work 2007/2011	33				
				Convocation (29 degree awardees)	11.06.2012 at BMICH	
ii	Bachelor of Social Work 2008/2012	32				
				4th Year 1st Semester Examination Board	12.09.2012	
				Final examination Board and Results was released	07.12.2012	
iii	Bachelor of Social Work 2009/2013	46				
				3rd year 2nd semester examination	29, 31 May 2012 - 05, 07 June 2012	
				3rd year 1st semester examination Board	12.09.2012	
				4th year 1st semester examination	12, 14.12.2012	
				3rd Year 2nd Semester examination Board	07.12.2012	
iv	Bachelor of Social Work 2010/2014	45				
				2nd Year 1st Semester Examination Board	12.09.2012	
				3rd Year 1st Semester Examination	26.11.2012 - 03.12.2012	
				2nd year 2nd semester examination board	07.12.2012	



v	Bachelor of Social Work 2011/2015	56		1st Year 2nd Semester Examination	28,30 May.2012 - 01st June, 2012	
				2nd Year 1st Semester Examination	29.11.2012 - 07.12.2012	
				1st Year 2nd Semester Examination board	07.12.2012	
vi	Bachelor of Social Work 2012/2016	44		Calling for the Application	11.03.2012 (Gazzete 22.03.2012)	
				Closing Date	23.04.2012	
				Entrance Exam	16.05.2012	
				New intake Interview	18th,19th of June 2012	
				Inauguration Ceremony	08.08.2012	
				1st Year 1st Semester Classroom teaching	08.08.2012	
3	Diploma in Social Work		02 years full time			Funded programme by the Government
i	Diploma in Social Work 2009-2011	Sinhala - 34		Final Examination Board	24.04.2012	
		Tamil - 24		Results was released	25.04.2012	
ii	Diploma in Social Work -2011 - 13	Sinhala - 43	28.11.2011 - 28.11.2013	1st Year 1st Semester Examination	27.02.2012 to 08.03.2012	Funded programme by the Government
		Tamil - 20		Field placement - I	19.03.2012 - 03.05.2012	
				1st Year 2nd Semester Classroom teaching Started	21.05.2012	
				Mahapoloa ceremony (DSW students 12 students & BSW 10 students)	23.07.2012	
				1st Year 2nd Semester Examination	11.09.2012 - 14.09.2012	
				1st Year 1st Semester Examination Board	01.10.2012	
				Field placement - II	19.09.2012 - 15.11.2012	
				2nd year 1st Semester classroom teaching started	28.11.2012	
4	Diploma in Women & Political Empowerment	Sinhala - 29	I Year			Ministry of Child Development & Women's Affairs
i	Diploma in Women & political empowerment - 2011/2012		26.03.2011 - 07.05.2012			
				1st Semester Examination Board	15.05.2012	
				2nd Semester Examination	28-29.04.2012	
				Final examination board	12.07.2012	
	Diploma in Women & political empowerment - 2013/2014	Sinhala - 40	26.12.2012 - 26.12.2013	Inauguration Ceremony	26.12.2012	
				1st Semester classroom teaching started	29.12.2012	



5	Diploma in Child Protection					Funded programme by the Northern Province
i	Diploma in Child Protection Jaffna 2011/2012	Tamil 42	1 Year	1st Semester Results Released	22.02.2012	
			26.05.2011 - 22.04.2012	2nd Semester Examination	21-22.04.2012	
				Final examination board	18.07.2012	
ii	Diploma in Child Protection - 2012/2013 Colombo			Advertising on	02 nd 09. 2012, (Sunday) Veerakasary, Silumina	Paid course (Rs. 45000.00 per student)
				Application Closing Date	08.10.2012	
6	Diploma In Counselling					Paid course (Rs. 30500.00 per student)
i	DC Colombo - 2009 - 2011	Sinhala-53	18 months Part Time Programme			
		Tamil-60				
ii	DC Colombo - 2011 - 2012	Sinhala 54	18 months Part Time Programme	1st Semester Examination Board	30.04.2012	Paid Course (Rs. 30,500) per student
		Tamil 58		2nd Semester Examination	12 -13.05.2012	
				Orientation Work Shop - Field Practicum	(Tamil Medium 23.05.2012) (Sinhala Medium 19.05.2012)	
				Progress review workshop Sinhala medium	08.11.2012	
				Progress review workshop Tamil medium	19.11.2012	
iii	DC Jaffna - 2011- 2012	Tamil 90		Final Examination Board	10.03.2012	Paid Course (Rs. 30500) 8 Students are given scholarship by Asia Foundation
				Results was Released on	28.03.2012	
iv	DC Colombo 2012-2013	Sinhala - 50	18 months Part time Programme	Inauguration Ceremony	11.02.2012	Paid Course (Rs. 32500 per student)
		Tamil - 65	Feburary - July 2013	1st Year 1st Semester Classroom Teaching	11.02.2012	
				1st Year 1st Semester Examination	01 & 02 Sept.2012	
vii	DC Thalawa - 2011/2012	Tamil - 15	18 months	1st Semester Examination Board	17.07.2012	Paid Course (Rs. 32500) per student
		Sinhala - 27		2nd Semester Examination	28,29.07.2012	
vii	DC Thalawa - 2012/2014			Date of Advertising	08 th July 2012	
				Application Closing date	06.08.2012	
viii	DC Wariyapola - 2011/2012	Sinhala - 50	18 months Programme	1st Semester Examination Board	17.07.2012	Funded by North Western Provincial Council
				2nd Semester examination	28,29 July 2012	



ix	DC Mannar 2011/2013	Tamil 50	18 months Programme	1st Semester Examination	19,20.05.2012	Paid Course (Rs. 32500) per student
				1st Semester Examination board & Results was Released	07.11.2012	
x	DC Jaffna 2012/2014	Tamil - 54	one Year part time	Date of Advertising	25 th July 2012 in the "Udayan"	Paid Course (Rs. 40500 per student)
				Interview	10.09.2012 at Santhiam Centre	
				Inauguration Ceremony	29.09.2012 at Santhikam	
				classroom teaching started on	29.10.2012	
xi	Certificate course in counseling - psycho social intervention (special focus on women and children)	80 Tamil Field Officers	03 months	Inauguration Ceremony	30.11.2012	Funded by GIZ-DETA Project.
				Classroom teaching started	30.11.2012	
xii	Certificate Programme in Social Welfare Pertaining to the Prisons	40 jailers	06 months course	Examination	21, 28.09.2012 at prison	
xiii	Certificate Programme in Social Welfare Pertaining to the Prisons	113 Prison officers	06 months course	Inauguration Ceremony	04.12.2012	
7	Short Term Courses					
i	Stress Management & Psychological Counseling	34 (CID Officers)	5 Days	23,24, 25,26,27, January 2012		Training Division NISD
ii	Stress Management & Basic Psychological Counseling	38 STF Officers	5 Days	27.02.2012 - 02.03.2012		_do_
iii	Stress Management & Basic Psychological Counseling	69 STF Officers	5 Days	12.03.2012 - 16.03.2012		_do_
iii	Stress Management & Basic Psychological Counseling	40 STF	5 Days	26.03.2012 - 31.03.2012		_do_
iv	Stress Management & Basic Psychological Counseling	40 STF	5 Days	23.04.2012 - 27.04.2012		_do_
v	Stress Management & Basic Psychological Counseling	40 STF	5 Days	14.05.2012 - 18.05.2012		_do_
vi	Stress Management & Basic Psychological Counseling	33 STF	5 Days	28.05.2012 - 01.06.2012		_do_
vii	Stress	35 STF	5 Days	16.07.2012 - 20.07.2012		_do_



	Management & Basic Psychological Counseling					
viii	Stress Management & Basic Psychological Counseling	34STF	5 Days	06.08.2012 - 10.08.2012		_do_
ix	Stress Management & Basic Psychological Counseling	38 Police crime records officers	5 Days	17.09.2012 - 21.09.2012		_do_
x	Stress Management & Basic Psychological Counseling	46 Police officers	5 Days	16.10.2012 - 22.10.2012		_do_
xi	Stress Management & Basic Psychological Counseling	43 Police officers	5 Days	19.11.2012 - 23.12.2012		_do_
8	Convocation 2011					
	Convocation for the BSW 2007/2011	29		11.06.2012 at BMICH		
9	Award Ceremonies					
i	Diploma in Women & Political Empowerment Award ceremony	17			07.08.2012 at Ministry of Women empowerment	
ii	Diploma Award Ceremony (DSW & DC)	223			27.08.2012 at BMICH	
iii	Diploma in Child protection - Jaffna (2011/2012)	39			10.09.2012 at Jaffna	
10	60th Anniversary of Social Work Education in Sri Lanka (1952-2012) SLFI	400			04.04.2012	
11	Meetings					
i	Meeting with the Asia Foundation to revise Diploma curricula in NISD				18.01.2012	
ii	Meeting with Diamond Jubilee Celebration of Social Work Education in Sri Lanka				08.02.2012	
iii	Meeting with Social Welfare Service Delivery in Sri Lanka and Tokai University Japan				15.02.2012	
iv	Faculty Meeting				17.02.2012	
v	Board of Graduate Studies Meeting - 03				12.03.2012, 14.09.2012, 18.12.2012	
vi.	Academic Affairs Board Meeting -					
vii	Staff Meeting				18.05.2012	



viii	Council Meetings				Jan. 26, Feb.29, Mar.28, May.28, Jun.29, July 27, August 28, Sept.24, Oct 24, Nov. 28, Dec.18.2012	
ix	Project Salvation (Action Research Workshop)				19.04.2012	
x	Budget Meeting				06.07.2012	
12	Research Division					
i	Deyatakirula		9 Days	04.02.2012 - 12.02.2012		
ii	Project Salvation (Action Research Work Shop)			19.04.2012	19.04.2012	

Programme	Activities	Details	Progress Summary
Bachelor of Social Work Programme English Medium (2007-2011)	Convocation - 11 th June 2012	No. of Students - 29	Convocation
Bachelor of Social Work Programme English Medium (2008-2012)	The field practicum of the 4 th year 2 nd semester was completed. 17.01.2012 - 17.07.2012	No. of Students - 35	The Academic programme was completed.
Bachelor of Social Work Programme English Medium (2009-2013)	3 rd Year 2 nd Semester and 4 th Year 1 st Semester were completed 3 rd Year 2 nd Semester 02.01.2012 - 01.07.2012 4 th Year 1 st Semester 02.07.2012 - 01.01.2013	No. of Students - 40 Subjects : <u>3rd Year 2nd Semester</u> 305 - Social Work Practice III 306 - Applied Social Research 307 - Social Policy 308 - Elective II 1. Counselling II 2. Poverty and Development II (Development Strategies) 3. Advance Course in Medical And Mental Health Social Work <u>4th Year 1st Semester</u> 401 - Social Development - Global and National Context 402 - Research Project	3 rd Year 2 nd Semester and 4 th Year 1 st Semester were completed



		403 - Conflict Resolution and Social Work	
Bachelor of Social Work Programme English Medium (2010-2014)	The field practicum of the 2 nd year 2 nd semester and 3 rd year 1 st semester were completed. 2 nd year 2 nd semester 02.01.2012 - 15.07.2012 3 rd year 1 st semester 06.07.2012 -01.01.2013	No. of Students - 41 <u>2nd Year 2nd Semester</u> Field Placement I <u>3rd year 1st Semester</u> 301 - Community Health 302 - Basic Research Methods 303 - Social Work Management 304 - Elective I 1. Counselling I 2. Poverty & Development I (Dimensions of Poverty) 3. Medical & Mental Health Social Work	The field practicum of the 2 nd year 2 nd semester and 3 rd year 1 st semester were completed.
Bachelor of Social Work Programme English Medium (2011-2015)	1 st Year 2 nd Semester and 2 nd Year 1 st Semester were completed. 1 st Year 2 nd Semester 04.01.2012 -08.07.2012 2 nd Year 1 st Semester 09..07.2012 - 31.12.2012	No. of Students - 47 Subjects : <u>1st Year 2nd Semester</u> 105 - Practice Lab 106 - Social Work Practice I 107 - Economics for Social Work 108 - Human Settlement & Service Delivery - the Sri Lankan Context <u>2nd Year 1st Semester</u> 201 - Social Psychology 202 - Social Work Practice II 203 - Social Problems in Sri Lanka 204 - Counselling	1 st Year 2 nd Semester and 2 nd Year 1 st Semester were completed.
Bachelor of Social Work Programme	The academic year started on the 05.07.2011. 1 st year 1 st	No of Students - 44 Subjects :	The academic year started on the 05.07.2011. 1 st year 1 st semester was completed.



English Medium (2012-2016)	semester was completed. 1 st year 1 st semester 08.08.2012 -04.01.2013	<u>1st Year 1st Semester</u> 101 - Introduction to Social Work 102 - Introduction to Sociology 103 - Introduction to Psychology 104 - Law and Human Rights	
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Training Division

NO	Name of the Course	Participants	Period	Place	No of Participants	Progress
01.	Diploma in Counselling - 2011/2012 -North Western Provincial Council	North Western Provincial , Probation Officers, Social Service Officers and Program Assistant Allocated by North Western Provincial Council.	2011.06.28 - 2013 February	Training Center Wariyapola	50	Skills Development Training
02.	Diploma in Counselling (Sinhala Medium) 2011/2012 - Talawa Center	Government & Non Governmental Organization Staff (Expenditure borne by the participants)	2011.06.19 - 2013 March 1 ½ years	Training Center Talawa	30	Skills Development Training
03.	Diploma in Counselling (Tamil Medium) 2011/2012 - Talawa Center	Government & Non Governmental Organization Staff (Expenditure borne by the participants)	2011.06.19 - 2013 March 1 ½ years	Training Center Talawa	20	Skills Development Training
04	Diploma in Counselling (Tamil Medium) 2011/2013 - Mannar	Government & Non Governmental Organization Staff (Expenditure borne by the participants)	2011.11.12 - 2013 April 1 ½ years	DS Office, Mannar	50	Plan to conducted second semester Examination
05.	Diploma in Counselling (Sinhala Medium) 2011/2012 NISD	Government & Non Governmental Organization Staff, University Students, Private Sector Staff (Expenditure borne by the participants)	2011.01.22 -2013 January 1 ½ years	National Institute of Social Developme nt	54	Skills Development Training
06.	Diploma in Counselling (Tamil Medium) 2011/2012 NISD	Government & Non Governmental Organization Staff, University Students, Private Sector Staff (Expenditure borne by the participants)	2011.01.22 -2013 January 1 ½ years	National Institute of Social Developme nt	55	Skills Development Training
07.	Diploma in Counselling 2009/2011 (Sinhala Medium) NISD	Government & Non Governmental Organization Staff, University Students, Private Sector Staff (Expenditure borne by the participants)	2009.09.19 - 2011 April 1 ½ years	National Institute of Social Developme nt	40	Certificates have been awarded.
08.	Diploma in Counselling 2009/2011 (Tamil Medium) NISD	Government & Non Governmental Organization Staff, University Students, Private Sector Staff (Expenditure borne by the participants)	2009.09.19 - 2011 April 1 ½ years	National Institute of Social Developme nt	40	Certificates have been awarded.
09.	Diploma in Counselling (Tamil Medium) 2009/2011 - Jaffna	Counselors, Government & Non Governmental Organization Staff (Expenditure borne by the participants)	2010.10.09 - 1 year	Shanthiyam Association for Health & Counselling	50	Certificates have been awarded.



Proposed Programmes for 2012/2013						
01	Diploma in Counselling (Sinhala Medium) 2011/2013 NISD	Government & Non Governmental Organization Staff, University Students, Private Sector Staff (Expenditure borne by the participants)	2012.02.11 1 ½ years	NISD	70	1st semester class room teaching and conducted plan to 1st semester examination.
02	Diploma in Counselling (Sinhala Medium) 2011/2013 NISD	Government & Non Governmental Organization Staff, University Students, Private Sector Staff (Expenditure borne by the participants)	2012.02.11 1 ½ years	National Institute of Social Development	70	1st semester class room teaching and conducted plan to 1st semester examination.
Proposed Certificate Course - 2012						
01	Basic Course on Social Welfare and Its Elements	Social Welfare Officers	2012.03.16 06 months	Research & Correctional Center, Borella	40	Held the Exam & ongoing evaluation
Community Base Capacity Training Programme - 2012						
01	Community Based Capacity Building Training Programme (Basic Training)	Village Leaders and Social Mobilizers	2012.01.26 - 29 04 days	Thalawa Training Center, Anuradhapura	50	The programme held on Dayata Kirula
Conducted Short Term Training Programme 2012						
01	Stress & Stress Management and Counselling	Police Officers on Criminal Record Branch	2012.01.23 - 27	NISD	35	Conducted Programme in Successful
02	Stress & Stress Management and Counselling	Police Officers of STF	2012.02.27 - 2012.03.02	NISD	40	Conducted Programme in Successful
03	Stress & Stress Management and Counselling	Police Officers of STF	2012.03.12 - 16	Police Training School, Kalutara	69	Conducted Programme in Successful
04	Stress & Stress Management and Counselling	Police Officers of STF	2012.03.26 - 30	NISD	40	Conducted Programme in Successful
05	Stress & Stress Management and Counselling	Police Officers of STF	2012.04.23 - 27	NISD	40	Conducted Programme in Successful
06	Stress & Stress Management and Counselling	Police Officers of STF	2012.05.14 - 18	NISD	40	Conducted Programme in Successful
07	Stress & Stress Management and Counselling	Police Officers of STF	2012.05.28 - 06.01	NISD	33	Conducted Programme in Successful
08	Stress & Stress Management and Counselling	Police Officers of STF	2012.07.16 - 20	NISD	40	Conducted Programme in Successful
09	Stress & Stress Management and Counselling	CRD Officers in Police Department	2012.08.06 - 10	NISD	33	Conducted Programme in Successful
10	Stress & Stress Management and Counselling	CRD Officers in Police Department	2012.09.17 - 21	NISD	38	Conducted Programme in Successful
11	Stress & Stress Management and Counselling	CRD Officers in Police Department	2012.10. 16 - 22	NISD	46	Conducted Programme in Successful
12	Stress & Stress Management and Counselling	CRD Officers in Police Department	2012.11.19 - 23	NISD	46	Conducted Programme in Successful

NISD has funded for the above 12 Short Term Trainings- costed Rs. 155,765.00



Social Development Policy, Research and Publication Division

Implemented Programmes

- “Dayata Kirula” National Development Programme 2012, Anuradhapura.
- News Letters – Vo- III, July – 2012
- Journal of Social Work – Vol-3, July – 2012
- Media Coordination for Diamond Jubilee of Social Work Education in Sri Lanka
- Media Coordination for Convocation Ceremony in Bachelor of Social Work.
- Media Coordination for Convocation Ceremony of Diploma in Counselling.
- Book language for Research on Alternative Approaches and Strategies on Rural Development.
- Two Days Work Shop on Data Analyses for Research Officers.

Ongoing Programmes

- Participatory Action Research on Capacity Building for Social Care Workers in Collaboration with the Salvation Army.
- A study on Social work intervention for mitigation Vulnerability and Disaster Risk
- Curriculum development on Gerontology for Social Development in Sri Lanka.
- A study on Elder’s Home in Sri Lanka for Data Bank
- Survey on Professional Social Workers for Data Bank.
- “Dayata Kirula” National Development Programme.

Awards granted by the Soysa Scholarship Trust

The foregoing trust has been established by Mr. W.H.W. Soysa at No. 174, Havelock Road, Colombo 05 to grant an award to the student who scored the highest marks at the final examination of the two year Diploma course in Social Work conducted by the National Institute of Social Development. A formal agreement has been signed with the public trustee in this connection.

Danial S. Sanders Scholarship Fund

This scholarship has been initiated with a British pound 500 donated by Mrs. Sanders in memory of Professor Daniel S. Sanders the founder who died while he had been the 1st honorary chairman of the Inter university conference on continental social development.

Ranjani Jayalath Scholarship

This award will go to the Most Disciplined and Best Student in Diploma in Social Work batch annually.

Riddley Jayasinghe – Imandi Runali Scholarship

Students who scored the highest marks at the final examination of the eighteen month Diploma Course in Counselling will be awarded under this fund.

Foreign Training Conference

01.	Rev. O. Somananda Thero	-	Lecturer II	29.02.2012 – 06.03.2012	India
02.	Mrs. Gowry Vasudevan	-	Lecturer	01.11.2012-08.11.2012	Japan
03.	Dr. Lakshika Liyanage	-	Lecturer II	20.11.2012-26.11.2012	Nepal



Library

01. Nearly 250 new Sinhala, Tamil and English medium books were purchased in 2012 and entered for the use of the students.
02. The initial steps for the computerizing of the library books under the library development programme were taken in 2012 and the necessary actions will be put into practice in 2013.
03. Nearly 200 students of the BSW programmes, 66 students of the Diploma in Social Work, 29 students of the Masters in Social Work, 100 students of the week-end Counselling Diploma course, 20 students of the Diploma in Women and Political Empowerment 150 internal and external resource persons and various researchers have used the library for their reference purposes in 2012.



A Review

This institute established on 29th April 1952 is currently functioning under the purview of the Ministry of Social Services. Currently it is conducting many educational, training and research programme for the Social Development of the country. Among them, the professional Diploma in Social Work, Bachelor's Degree programme in Social Work, Master's Degree in Social Work and Diploma in Counselling provide competent man power in Social Work needed for the Social Development of the country.

The Diploma in Counselling programme is conducted in Northern and, Eastern, North central and North Western provinces and there is a good demand for this course from these areas.

The capacity building of Government Officials in the Social Development sector is done through short term and long term training courses conducted by the institute. Many government officials employed in the government institute such as Ministry of Defense, Department of prison and local government bodies have been trained through these courses.

Apart from them short term training courses in Social Work are conducted and they are planned considering the increasing demand.

The Research and publications division has launched many research which has contributed to the policy formulation. The books and publications published by this division can be used for the improvement of the Social Development and welfare sectors.

The courses such as Diploma in Women and Political Empowerment, Child Protection also contribute immensely to the awareness and close relationships of people regarding the services. provided by the National Institute of Social Development can be mentioned as a great achievement of the institute.

Riddley Jayasinghe,
Director General,
National Institute of Social Development.

National Institute Of Social Development

Statement of Financial Position

as at 31st December 2012

2011	Description	Note	2012 Rs.	2012 Rs.
	Assets			
	Non Current Assets			
466,020.61	Reha-Property Plant & Equipment	11	615,368.61	
30,565,969.40	Property Plant & Equipment	12	31,388,066.15	32,003,434.76
6,144,513.50	Investments - Fixed Deposits	24		5,144,513.50
694,118.21	Intangible Assets - Microsoft licence		694,118.21	
5,811,398.00	Transfer(Disterst loan)		6,285,794.85	
98,516.72	Unsettle Advance	26	107,361.67	7,087,274.73
	Current Assets			
147,289.27	Stock of Stationary	13	268,697.38	
7,696,423.04	Staff Debtors	25	7,508,821.12	
98,927.60	Receivables Interest & others	14	158,511.18	
2,185,803.85	Cash & Cash Equivalent	15	3,548,140.07	11,484,169.75
53,908,980.20	Total Assets			55,719,392.74
	Total Equity & Liabilities			
9,314,842.10	Accumulated Fund		16,363,929.05	
53,110.00	Adjustments - NISD Funds			
14,846.25	- Retention			
-	-Adjustment Tools		(1.00)	
-	-Adjustment Office equip		817,068.50	
-	-Donation Library		70,600.00	
12,500,000.00	-Adjustments-Vehicle		2,700,000.00	
1,950.00	-Adjustments-Audit fees		5,680.00	
3,940,000.00	Government Capital Grant		4,250,000.00	
25,824,748.35			24,207,276.55	
(9,445,973.05)	Excess of Income over Expenditure		(5,228,093.07)	18,979,183.48
16,378,775.30				
7,017,585.53	Reserves	23	7,017,585.53	
3,714,213.95	NISD Funds	16	3,522,218.59	
394,513.50	Other Funds	17	394,513.50	
6,508,759.25	Provision Gratuity		5,518,986.09	
1,180,071.91	Thalawa Center		1,143,201.74	
2,443,344.34	Loan Fund	18	2,000,000.00	19,596,505.45
5,275,398.00	Transfer Disterst Loan Deposit			6,096,053.30
	Current Liabilities			
629,685.86	Deposits	19	638,537.58	
1,838,561.03	Accured Expenses	20	880,542.97	
8,353,993.54	Other Programmes	21	9,346,240.78	
174,077.99	Other Liabilities	22	182,329.18	11,047,650.51
53,908,980.20	Total Liabilities			55,719,392.74

E.Sukumar
Secretary -Ministry of Social Services
Chairman - National Institute of Social Development

(MRS) EMELDA SUKUMAR
Secretary
Ministry of Social Services,
05 Floor, "Sethsiripaya"
Battaramulla.

Riddly Jayasinghe
Director General
National Institute of Social Development

RIDDLEY JAYASINGHE
Director General
National Institute of Social Development



**National Institute Of Social Development
Statement of Financial Performance for the
year ended 31st December 2012**

2011	Description	Note	2012 Rs.	2012 Rs.
	Operating Revenue			
49,927,000.00	Government Recurrent Grant		54,745,000.00	
1,852,491.50	Other Receipts	9	745,460.21	
9,610.00	Disposal Profit	10	12,425.00	
9,663.79	Interest	8	768,393.43	
	Vehicle Income		1,998,100.00	58,269,378.64
51,798,765.29				
	Operating Expenses			
28,934,900.35	Personal Emoluments	1	29,666,380.23	
161,231.11	Travelling	2	139,333.79	
2,292,659.12	Supplies	3	2,350,928.59	
740,090.13	Maintenance	4	481,522.50	
21,669,183.01	Services	5	21,881,399.48	
6,316,253.53	Depreciation Expenses	6	5,881,356.05	
1,130,421.09	Rehabilitation & Improvement for Assets	7	1,098,451.07	
61,244,738.34	Vehicle Income (Transfer to Treasury)		1,998,100.00	63,497,471.71
(9,445,973.05)	Net Deficit for the Period			(5,228,093.07)



National Institute Of Social Development
Consolidated Cash Flow Statement for the
Year ended 31st December 2012

Description		2012 Rs.
Cash flow from Operating Activities		
Deficit From Operationg Activities	(5,228,093.07)	(5,228,093.07)
Non Cash Movement		
Depreciation	5,881,356.05	5,881,356.05
		653,262.98
Current assets		
Increase in receivable Interest	(59,583.58)	
Increase in Stock of Stationary	(121,408.11)	
Decrease in Staff Debtors	187,601.92	
Transfer loan	(474,396.85)	(467,786.62)
Liabilities		
Increase in Current Liabilities	51,332.09	
Decrease in NISD Funds	(191,995.36)	
Other Funds	-	
Decrease Provision Gratuity	(989,773.16)	
Decrease Thalawa	(36,870.17)	
Decrease Loan Fund	(443,344.34)	(1,610,650.94)
		(1,425,174.58)
Adjustments - Audit fees	5,680.00	
- Retention	(14,846.25)	
- Machinery	27,887.00	
Net Cash Flows from Operating Activities		18,720.75
Cash Flow from Investing Activities		
Investments - Fixed Deposits Decrease	1,000,000.00	
Unsettle Advance	(8,844.95)	
Transfer loan	820,655.30	
Purchase from Property Plant & Equipment	(3,293,020.30)	(1,481,209.95)
Net Cash Flows from Investing Activities		(2,887,663.78)
Cash Flow from Financing Activities		
Capital Grant		4,250,000.00
Net Decrease in Cash & Cash equivalents		1,362,336.22
Cash & Cash Equivalents at beginning of period		2,185,803.85
Cash & Cash Equivalents at end of period		3,548,140.07



National Institute of Social Development
Receipts and Payments accounts for the year ended 31.12.2012

Cash balance as at 01.01.2012		2,028,374.42
Receipts		
Salaries and Wages	218,767.06	
C.O.L.A. & S.A.L.	25,042.75	
Postal And Communication	2,083.81	
Bursary	15,000.00	
Others	23,400.00	
Loan Distress	3,145,471.88	
Loan (Special) Advance	48,422.04	
Festival advance	246,500.00	
Government Grant	58,995,000.00	
Other receipts	747,015.21	
Other advance	1,685,919.00	
Stamp Deposits	10,525.00	
Special advance	52,500.00	
Transfer a/c	3,582,300.00	
Interest - Loan	314,634.33	
Special Interest	1,834.00	
Deposits-Retention	13,970.00	
Deposits	476,917.98	
Vehicle Income	1,998,100.00	
Deposits -8%	1,337,488.30	
Deposits-WHT	64,150.00	
Thalawa Programme	463,075.00	
Thalawa Programme Advance	7,000.00	
Mannar Counselling Programme	636,500.00	
Mannar Counselling Programme Advance	249,000.00	
UNDP (Volounterisem) Programme Advance	23,250.00	
North West Programme	800,500.00	
North West Programme Advance	109,000.00	
Vounia Counselling Programme	41,000.00	
D.C.P.Programme	122,700.00	
D.C.P.Programme Advance	129,600.00	
Award Ceramony - 2012	266,700.00	
Award Ceramony - 2012 (Advance)	6,000.00	
School children Programme (Advance)	4,532.50	
Jaffna Counseling Programme 2012/14	954,100.00	
Jaffna Counseling Prog 2012/14 (advance)	58,000.00	
Prison Of Women Inmates	399,120.00	
Prison Of Women Inmates Advance	3,000.00	
Jaffna Counselling Programme	106,500.00	
Jaffna Counselling Programme Advance	40,700.00	
Counselling Programme (Sinhala)2011/2012	66,000.00	
Counselling Programme (Sinhala) Advance	25,800.00	
Counselling Programme (Tamil)2011/2012	183,445.00	
Counselling Programme (Tamil) Advance	29,200.00	
Counselling Programme (Sinhala)2012/2013	1,057,750.00	
Counselling Programme (Sinhala) Advance	54,550.00	
Counselling Programme (Tamil)2012/2013	1,345,900.00	
Counselling Programme (Thalawa)	281,200.00	
Counselling Programme (Thalawa) Advance	145,840.00	
Women Politics Empowerment	292,800.00	
Women Politics Empowerment Advance	67,900.00	
CBO Progamme	516,146.87	
CBO Progamme Advance	58,700.00	
Transfer A/C	300,000.00	
Dayata Kirula Programme	368,634.97	
Dayata Kirula Programme Advance	125,200.00	
NISD Fund	1,791,058.76	
NISD Fund Advance	186,703.00	
Transfer A/C Loan	2,107,903.15	
Asia Foundation Programme	1,911,350.00	



Asia Foundation Programme Advance	121,670.00	
Giz Programme	1,051,400.00	
Giz Programme Advance	589,850.00	
Gerontology (Advance)	1,800.00	
Peoples Bank Interest	515,219.19	
Mahapola A/c	956,750.00	
Salvation Army	805,200.00	
Salvation Army Advance	75,500.00	
Danial S. Sanders Interest	4,915.18	
Y. Rasanayagam Interest	2,406.57	
Zoyza Fund	15,150.00	
Jegarasingham Fund	5,000.00	
BSW Registration Fees	171,600.00	
Imandi Runali interest	8,005.48	
Australian Fund	38,166.00	
Australian Fund Advance	5,250.00	
Fixed Deposit A/C	1,000,000.00	
M.S.W. Programme	456,410.96	94,165,693.99
		96,194,068.41
Payments		
Reha. Buildings	673,990.00	
Reha. Plant Machinery & Equipment	448,067.40	
Rehabilitation Vehicle	909,030.17	
Ac Furniture and office Equipment	640,762.30	
Acquisition plant and machinery	1,634,974.50	
Acquisition Library book	210,295.50	
Salaries and Wages	17,761,601.84	
E.P.F	2,015,995.28	
E.T.F	503,998.84	
w& o p	237,223.26	
Over Time	485,428.44	
Gratuity	1,574,344.51	
Chairman allowance	348,913.00	
Cola and Language allowance	7,541,756.95	
Secondment, Acting and Council	502,500.00	
Domestic	104,898.79	
Foreign	34,435.00	
Stationery & Office Requisites	1,217,624.70	
Fuel & Lubricants	1,170,595.00	
Uniform	27,270.00	
Others	56,847.00	
Maintenance Vehicles	394,190.46	
Plant & Machinery	146,122.96	
Building and Structure	121,500.00	
Transport	12,433.50	
Postal and Communication	921,823.66	
Electricity & Water	3,862,313.93	
Rents & Local taxes	12,432,000.00	
Cleaning	567,585.93	
Security	837,900.00	
Bursary	1,342,500.00	
BSW/DSW	1,240,393.43	
Training	209,454.50	
Research	53,350.00	
Others	652,305.10	
Loan Distress	3,008,442.00	
Loan Deposits	1,761,644.70	
Other advance	1,685,919.00	
Stamp Deposits	9,875.00	
Special advance	52,500.00	
Festival advance	235,000.00	



Transfer a/c	1,000,000.00	
Deposits	769,277.07	
Vehicle sale - Pay to Treasury	1,998,100.00	
Deposits 8%	1,343,981.81	
W.H.T.	54,650.00	
Thalawa Programme	499,945.17	
Thalawa Programme Advance	7,000.00	
Mannar Counselling Programme	946,224.74	
Mannar Counselling Programme Advance	249,000.00	
Counselling Programme (Sinhala)-2009/2011	19,000.00	
UNDP (Volunteerism) Programme	15,618.00	
UNDP (Volunteerism) Programme Advance	23,250.00	
North West Programme	492,256.69	
North West Programme Advance	109,000.00	
Vavuniya Counselling Programme	10,217.45	
D.C.P.Programme	604,554.05	
D.C.P.Programme Advance	129,600.00	
Prison Of Women Inmates	313,790.00	
Prison Of Women Inmates Advance	3,000.00	
Gerontology	1,786.00	
Gerontology Advance	1,800.00	
Award Ceremony - 2012	530,961.93	
Award Ceremony - 2012 Advanced	6,000.00	
School Nutrition Programme	4,387.50	
School Nutrition Programme - Advanced	4,975.00	
Prob. Officers Training Programme-Southern	5,597.76	
Jaffna Counselling Programme	169,707.05	
Jaffna Counselling Programme Advance	40,700.00	
Counselling Programme (Sinhala)2011/2012	489,746.16	
Counselling Programme (Sinhala) Advance	25,800.00	
Counselling Programme (Tamil)2011/2012	502,871.80	
Counselling Programme (Tamil) Advance	29,200.00	
Counselling Programme (Sinhala)2012/2013	581,439.81	
Counselling Programme (Sinhala) Advance	54,550.00	
Counselling Programme (Tamil)2012/2013	470,852.13	
Counselling Programme (Thalawa)	722,064.88	
Counselling Programme (Thalawa) Advance	145,840.00	
Counseling Programme (Jaffna) 2012/14	199,516.64	
Counseling Programme(Jaffna)2012/14Advance	58,000.00	
Women Politics Empowerment	362,719.22	
Women Politics Empowerment Advance	67,900.00	
CBO Programme	516,147.37	
CBO Programme Advance	58,700.00	
Transfer A/C & Transfer Loan	2,882,300.00	
Dayata Kirula Programme	375,251.42	
Dayata Kirula Programme Advance	125,200.00	
NISD Fund	2,808,660.15	
NISD Fund Advance	186,703.00	
Asia Foundation Programme	675,901.00	
Asia Foundation Programme Advance	121,670.00	
Giz Programme	855,841.38	
Giz Programme Advance	589,850.00	
Mahapola A/c	982,550.00	
Salvation Army Programme	503,343.00	
Salvation Army Advance	75,500.00	
Zoyza Fund	8,150.00	
Jegarasingham Fund	4,900.00	
Australian Fund	30,803.20	
Australian Fund Advance	5,250.00	
Imandi Runali interest	6,000.00	
Daniel S. Sanders interest	4,000.00	
Ranjane Jayalath interest	1,500.00	
M.S.W. Programme	1,300,580.50	92,831,488.53
Cash Balance as at 31.12.2012		3,362,579.88



2011	1	Personal Emoluments	31.12.2012
17,770,638.49		Salaries and Wages	17,512,172.53
539,140.92		Overtime & Holiday pay	485,428.44
		Other Allowance	
36,116.64		-Internal Audit Fees	-
210,000.00		-Chairmen	348,913.00
70,298.36		-Librarian	-
5,923,150.66		-Cost Of Living	7,500,166.10
347,500.00		-Council	502,500.00
1,000.00		-Others	
2,009,122.51		E.P.F.	2,005,006.02
502,280.75		E.T.F.	500,638.28
268,186.02		W. & O. P.	226,984.51
1,257,466.00		Gratuity	584,571.35
28,934,900.35		Total	29,666,380.23

2011	2	Travelling Expenses	31.12.2012
104,106.94		Domestic	104,898.79
57,124.17		Foreign	34,435.00
161,231.11		Total	139,333.79

2011	3	Supplies	31.12.2012
980,558.10		Stationary & Office Requisites	1,096,216.59
1,159,835.52		Fuel & lubricants	1,170,595.00
152,265.50		Others - Uniform	27,270.00
		Others	56,847.00
2,292,659.12		Total	2,350,928.59

2011	4	Maintenance Expenditure	31.12.2012
539,866.33		Vehicle	213,899.54
187,832.80		Plant Machinery & Equipment	146,122.96
12,391.00		Building & Structures	121,500.00
740,090.13		Total	481,522.50

2011	5	Services	31.12.2012
14,848.00		Transport	12,433.50
1,039,536.92		Telecommunication Postal	910,965.25
3,094,880.70		Electricity & Water bills	3,511,513.23
12,432,000.00		Rents & Hire Chargers	12,432,000.00
595,991.00		Others - Security Chargers	786,750.00
648,000.00		- Cleaning	603,334.47
1,142,200.00		- Bursary	1,327,500.00
1,950,388.82		- B.S.W./D.S.W./Tr/re	1,240,393.43
621,337.57		- Others Training	209,454.50
		- Others Research	53,350.00
		- Others	663,705.10
130,000.00		Audit Fees	130,000.00
21,669,183.01		Total	21,881,399.48



2011	6	Depreciation	31.12.2012
955,320.00		Building	955,320.00
737,928.10		Office equipment	771,623.00
1,097,430.75		Machinery	1,301,294.00
3,714.00		Tools & Other Equipment	-
493,527.00		Library books	499,416.55
2,457,312.50		Vehicle	1,696,062.50
405,902.00		Rehabilitation Building & Structures	478,605.50
28,499.18		Rehabilitation Plant Machinery & Equ.	47,687.50
136,620.00		Rehabilitation Vehicle	131,347.00
6,316,253.53		Total	5,881,356.05

2011	7	Rehabilitation	31.12.2012
159,962.50		Rehabilitation Building & Structures	15,000.00
321,858.84		Rehabilitation Plant Machinery & Equ.	378,817.40
648,599.75		Rehabilitation Vehicle	704,633.67
1,130,421.09		Total	1,098,451.07

2011	8	Interest	31.12.2012
2,530.92		Special Loan	1,834.00
7,132.87		Distress Loan interest	314,634.33
		Distress Loan interest (Previous)	443,344.34
		N.S.B. Savings a/c	8,580.76
9,663.79		Total	768,393.43

2011	9	Other Receipts	31.12.2012
817,187.86		Programmes Contributions	461,877.66
1,035,303.64		Others	272,712.55
		Other Receipts festival	500.00
		Do	500.00
		Other Receipts Loan	1,020.00
		Do	8,850.00
1,852,491.50		Total	745,460.21

2011	10	Disposable Profit	31.12.2012
4,055.00		Disposable Office Equipment,	9,455.00
3,205.00		Disposable Machinery	2,120.00
2,350.00		Disposable Vehicle Rehabilitation	850.00
9,610.00		Total	12,425.00

**Note 11****Assets****Non Current Assets Rehabilitation**

Description	cost as at	During the	Disposable	Cost as at	Depreciation	During the	Disposable	Depreciation	2012
	01.01.2012	Year		31.12.2012	as at 01.01.2012	year depreciation		as at 31.12.2012	W.D.V.
a	b	c		d	e	f		g	h
				b+c				e+f	d-g
Building	1,604,894.37	658,990.00	-	2,263,884.37	1,431,961.00	478,605.50	-	1,910,566.50	353,317.87
Plant & Machinery	336,570.90	69,250.00	-	405,820.90	271,545.08	47,687.50	-	319,232.58	86,588.32
Vehicle	800,887.77	78,748.00	72,536.00	807,099.77	572,826.35	131,347.00	72,536.00	631,637.35	175,462.42
Total	2,742,353.04	806,988.00	72,536.00	3,476,805.04	2,276,332.43	657,640.00	72,536.00	2,861,436.43	615,368.61



Note 12
Assets
Non Current Assets

Description	cost as at 01.01.2012	During the Year	Disposable	Cost as at 31.12.2012	Depreciation as at 01.01.2012	During the year depreciation	Disposable & Adjustment	Depreciation as at 31.12.2012	2012 W.D.V.
a	b	c	d	e (b+c)-d	f	g	h	i f+g-h	j e-i
Building	19,106,409.46	-	-	19,106,409.46	9,995,989.38	955,320.00	-	10,951,309.38	8,155,100.08
Adjustment Office Equipment	11,819,161.50	640,762.30	268,420.00	12,191,503.80	11,045,164.54	771,623.00	817,068.50 268,420.00 1,085,488.50	10,731,299.04	1,460,204.76
Machinery	10,410,969.33	1,634,974.50	617,500.00	11,428,443.83	27,887.00 4,628,267.94 4,656,154.94	1,301,294.00	617,500.00	5,339,948.94	6,088,494.89
Donation Library books	5,850,904.45	70,600.00 210,295.50 280,895.50	-	6,131,799.95	3,202,944.48	7,060.00 499,416.55	-	3,702,361.03	2,429,438.92
Adjustment Vehicle	18,385,625.00	2,700,000.00	1,525,000.00	19,560,625.00	6,134,735.00	1,696,062.50	1,525,000.00	6,305,797.50	13,254,827.50
Total	65,573,069.74	5,256,632.30	2,410,920.00	68,418,782.04	35,034,988.34	5,223,716.05	3,227,988.50	37,030,715.89	31,388,066.15



**Stock of Stationary as at -31.12.2012
No.13**

S.No.	Description	Quantity	Price	Amount
1	CR Book No. 01	17	32.90	559.30
2	CR Book No. 02	18	57.90	1,042.20
3	CR Book No. 03	25	82.50	2,062.50
4	CR Book No. 04	24	117.50	2,820.00
5	CR Book No. 05	15	149.00	2,235.00
6	CR Book No. 06	6	175.00	1,050.00
7	Clip Chart	3	45.00	135.00
8	Bristol Board	88	17.50	1,540.00
9	Blue Tag Pk.	14	195.00	2,730.00
10	Binder	100	16.50	1,650.00
11	Binding Tape I	26	75.00	1,950.00
12	CD	49	32.00	1,568.00
13	Cartridge RH 40	3	2650.00	7,950.00
14	Drawing Pin Pk.	3	10.00	30.00
15	Duster	100	69.00	6,900.00
16	Demi Paper	100	6.94	694.00
17	Diskettes	828	12.50	10,350.00
18	Envelopes 6" x 4"	450	1.20	540.00
19	Envelopes 9" x 4"	2630	1.50	3,945.00
20	Envelopes 7" x 5"	525	3.50	1,837.50
21	Envelopes A4	200	2.50	500.00
22	Envelopes 15" x 10"	135	4.50	607.50
23	Eraser	13	8.00	104.00
24	File Tag 24"	1703	2.00	3,406.00
25	File Cover	512	4.29	2,196.48
26	Box File	23	235.00	5,405.00
27	Full Sheet Pk.	2	960.00	1,920.00
28	Field Book	24	35.00	840.00
29	Foot-ruler	13	19.50	253.50
30	Gum Bottle (M)	14	26.00	364.00
31	Transparence Sheet	190	7.50	1,425.00
32	Twing Boll	15	17.50	262.50
33	Red Tape 1/2"	15	45.00	675.00
34	Cello tape 2"	9	68.00	612.00
35	Gum Tape 1"	15	34.00	510.00
36	Penlight Battery	22	25.00	550.00
37	Typing Paper Pk.	12	250.00	3,000.00
38	Paper Pin Pk.	13	17.50	227.50
39	Pad Ink	3	42.50	127.50
40	Paper Clips Pk.	15	295.00	4,425.00
41	Ronio Paper Pk.	42	295.00	12,390.00
42	Stapler pin No. 10 Pk.	7	7.50	52.50
43	Stapler pin No. 369 Pk.	62	18.00	1,116.00
44	Stapler pin No. 10/23	10	135.00	1,350.00
45	Stencil Roll	3	7800.00	23,400.00
46	Photocopy Paper A4 Pk.	23	585.00	13,455.00
47	A3 papers	2	965.00	1,930.00
48	Pencil Cutter	4	5.00	20.00
49	Photocopy A4 Colour Pk.	4	795.00	3,180.00
50	Computer Paper 9 1/2" x 11" Pk.	3	1025.00	3,075.00
51	Computer Paper 15" x 11" Pk.	1	1026.75	1,026.75
52	Pencil	72	12.00	864.00
53	Ballpoint Pen	295	13.25	3,908.75
54	Highlight Pen	29	65.00	1,885.00
55	Permanent Marker Pen	6	74.00	444.00
56	Sign Pen	11	60.00	660.00
57	Magi Board Pen	178	65.00	11,570.00
58	Magnet Button	24	95.00	2,280.00
59	Platignum Pen Set (12 Colours)	4	300.00	1,200.00
60	Platignum Pen Set (06 Colours)	12	160.00	1,920.00
61	Stamp Pad	3	90.00	270.00
62	Tipex Bottle	5	69.00	345.00
63	Toner 1020	1	6750.00	6,750.00
64	Toner 1120	4	4500.00	18,000.00
65	Toner 1005	3	6600.00	19,800.00
66	Toner 2016	1	4200.00	4,200.00
67	Toner 7160	3	2900.00	8,700.00
68	Toner T 2450	2	13400.00	26,800.00
69	Toner X 215	2	8530.00	17,060.00
70	Scissor (S)	3	80.00	240.00
71	White Board Duster	22	50.00	1,100.00
72	Soup Lifebuoy	4	32.10	128.40
73	Torch Battery	11	52.50	577.50
	Total			268,697.38



2011	14	Receivable Interest & others	31.12.2012
72,561.64		Fixed Deposits Interest	134,598.18
18,376.00		Daniel'S Sanders Interest	18,376.00
1,500.00		Swarna Jayalath Interest	1,500.00
437.00		Imandi Ronali Interest	437.00
2,000.00		Tg & MG Interest	2,000.00
1,600.00		Rasanayagam Interest	1,600.00
2,452.96		EPF	-
98,927.60		Total	158,511.18

2011	15	Cash & Cash Equivalent	31.12.2012
157,429.43		Savings a\c	185,560.19
		Cash Balance	
907.24		143-1001-2-3298037	192,133.07
677,469.90		143-1001-0-3298038	2,659,619.07
1,349,997.28		-Do - M.S.W.	510,827.74
2,185,803.85		Total	3,548,140.07

2011	16	Nisd Fund	31.12.2012
3,100,088.79		143-1001-0-3298038 Balance	2,649,799.40
		Australian Students Research	7,362.80
400,099.50		People Bank Interest	577,255.73
214,025.66		-Do - M.S.W. Balance	287,800.66
3,714,213.95		Total	3,522,218.59

2011	17	Other Funds	31.12.2012
274,513.50		Daniel's Sanders Fund	274,513.50
15,000.00		Swarna Jayalath Fund	15,000.00
25,000.00		Imandi Ronali Fund	25,000.00
50,000.00		Tg & MG Fund	50,000.00
30,000.00		Rasanayagam Fund	30,000.00
394,513.50		Total	394,513.50

2011	18	Loan Fund	31.12.2012
2,000,000.00		Treasury Grant	2,000,000.00
75,381.23		Year 2008 Loan Interest	-
84,007.69		Year 2009 Loan Interest	-
94,595.94		Year 2010 Loan Interest	-
189,359.48		Year 2011 Loan Interest	-
2,443,344.34		Total	2,000,000.00

2011	19	Deposits	31.12.2012
265,825.00		Library Deposits	265,825.00
20,806.00		Hostel Deposits	20,806.00
1,725.00		stamp Deposits	2,375.00
2,348.00		Deposits miscellaneous 3298038	5,500.00
5,500.00		Counselling Programme	2,348.00
160,950.00		Awarding Ceremony Fees	96,688.07
44,000.00		M.S.W. Programme	44,000.00
12,400.00		Inland Revenue Deposits	21,900.00
116,131.86		EPF Deposits	109,638.35
-		Deposits	69,457.16
629,685.86		Total	638,537.58



2011	20	Accrued expenses	31.12.2012
605,424.20		Electricity bills- Payable	254,623.50
73,763.72		Telecommunication - Payable	64,989.12
1,020.00		Payable Lone Distress	-
51,150.00		Security Chargers - Payable	-
500.00		Payable Festival	-
54,000.00		Cleaning - Payable	89,748.54
125,648.50		Rehabilitation Vehicle - Payable	-
30,662.25		Salaries and wages Payable	-
16,548.10		Other Allowance Cola Payable	-
20,480.00		Pension Payable	10,241.25
43,548.67		ETF Payable	40,188.11
174,194.67		EPF Payable	160,752.45
180,290.92		Vehicle - Payable	-
173,880.00		Other Payable	-
27,450.00		Office Equipment and Furniture Payable	-
260,000.00		Provision Audit fees -2011	130,000.00
-		Provision Audit fees -2012	130,000.00
1,838,561.03		Total	880,542.97

2011	21	Other programmes	31.12.2012
67,680.77		Counselling Programme Sinhala(08/09)	67,680.77
246,812.08		Counselling Programme Tamil (08/09)	246,812.08
198,401.15		Counselling Programme Sinhala(09/11)	129,401.15
381,060.72		Counselling Programme Tamil (09/11)	331,060.72
118,566.34		U.N.D.P Programme	102,948.34
100,873.98		NorthWest Programme(Old)	100,873.98
599,306.86		NorthWest Programme(New)	907,550.17
581,617.28		Vavuniya Counselling Programme	-
66,657.92		D.C.P.Programme (Old)	-
474,558.00		D.C.P.Programme (New)	59,361.87
31,956.50		Prison of Women Inmates	117,286.50
165,069.36		Save the Children (Old)	165,069.36
145,121.00		Save the Children (New)	145,121.00
200,000.00		Socialization Programme	200,000.00
36,073.45		Making Family Policy Programme	36,073.45
50,000.00		Tobacco Programme	50,000.00
325,951.37		MSW Balance 2008	-
754,270.25		MSW Balance 2008/2009/2011	158,266.12
22,607.02		Social Mobilization programme	22,607.02
103,433.69		Probation officers Training Southern	97,835.93
1,089,569.14		Jaffna counselling Programme	926,362.09
614,511.22		Counselling programme Sin 2011/2012	190,765.06
901,654.81		Counselling programme Tamil 2011/2012	582,228.01
3,700.00		Counselling programme Sin 2012/2013	480,010.19
4,700.00		Counselling programme Tamil 2012/2013	879,747.87
11,031.43		CBO programme	11,030.93
35,600.00		Mentali Helth Councelling	35,600.00
233,667.50		Women Politics Empowerment Programme	163,748.28
276,726.50		Manner Counselling Programme	579,401.59
512,815.20		TalawaCounselling programme Sin 2011/2012	71,950.32
-		Jaffna Counselling Programme 2012/2014	754,583.36
-		Asia Foundation Programme	1,235,449.00
		GIZ Programme	195,558.62
		Salvation Army Programme	301,857.00
8,353,993.54		Total	9,346,240.78



2011	22	Other Liabilities	31.12.2012
150.00		W.H.W. Soysa	7,150.00
89,603.49		Daniel'S Sanders Interest	108,793.67
6,837.50		Swarna Jayalath Interest	6,612.50
937.00		Imandi Ronali Interest	2,505.48
13,750.00		TG & MG Interest	17,760.96
1,600.00		Rasanayagam Interest	4,006.57
-		Jegaragasingham	100.00
61,200.00		Mahapola	35,400.00
174,077.99		Total	182,329.18

2011	23	Reserves	31.12.2012
2,521,122.60		Donation - Library books	2,521,122.60
3,039,861.37		Vehicle-Revaluation	3,039,861.37
452,567.85		Donation - office eq. & Machinery	452,567.85
694,118.21		Donation - Microsoft license	694,118.21
309,915.50		Library books Revaluation	309,915.50
7,017,585.53		Total	7,017,585.53

2011	24	Fixed Deposits	31.12.2012
274,513.50		N.S.B. Bank -Daniel Sanders	274,513.50
15,000.00		N.S.B. Bank - Swarnajayalath	15,000.00
25,000.00		Riddly Jayasingha Imandi Ronali	25,000.00
50,000.00		TG & MG Peoples Bank	50,000.00
30,000.00		Rasanayagam Peoples Bank	30,000.00
5,750,000.00		Peoples bank	4,750,000.00
6,144,513.50		Total	5,144,513.50

2011	25	Staff debaters	31.12.2012
7,632,423.04		Loan Advance (Distress Loan)	7,455,821.12
64,000.00		Festival Advance	53,000.00
7,696,423.04		Total	7,508,821.12

2011	26	Unsettle Advance	31.12.2012
-		School nutrition Programme	442.50
-		Gerontology Programme	1,786.00
98,516.72		Dayata kirula Programme	105,133.17
98,516.72		Total	107,361.67

**Distance Loan Balance 31.12.2012**

S. No.	Name	Balance
01	Ms. Nilupa Kumari	115,000.00
02	Ms. Malani Ethulgama	150,300.00
03	Ms. M.I.S. Neelakanthi	150,100.00
04	Ms. K. M. Samalatha	111,775.00
05	Ms. Renuka Damayanthi	202,250.00
06	Ms. V.P. Thushari Priyangika	47,800.00
07	Ms. A.M.C. Gunasekara	104,350.00
08	Ms. Nadeeka Priyadarshani	103,150.00
09	Seetha Rathnayaka	136,200.00
10	Mr. G.A. Wickcramathilaka	82,760.00
11	Ms. B.A.N.P. Wijebandara	129,500.00
12	Mr. D.M.D. Dissanayaka	181,200.00
13	Ms. H.L.N.S. Liyanage	106,344.00
14	Ms. G.L. Chamila Nilmini	34,000.00
15	Ms. Deepika Damayanthi Peiris	164,200.00
16	Mr. D.M.W.N. Chandrasiri	167,650.00
17	Ms. H.M. U. Herath	147,900.00
18	Ms. Yasanthika Madawalage	103,150.00
19	Ms. M. K. Palihakkara	230,800.00
20	Ms. K. T. Nimali Peiris	101,050.00
21	Ms. Pathima Fariha	101,700.00
22	Mr. P. R. Dayananda	134,600.00
23	Mr. A.A. Upali Rupasinghe	109,250.00
24	Mr. Janaka Kumara	112,700.00
25	Mr. Jesuli Jeffry	120,100.00
26	Ms. H. Seelawathi	93,954.00
27	Mr. W. P. Amila Sampath	137,000.00
28	Mr. Vimal Ranjith Silva	95,350.00
29	Mr. Eranga Mendis	92,600.00
30	Mr. S.N. G. Premarathne	89,400.00
31	Mr. J. A. Samantha	95,300.00
32	Mr. D.K.M.D. Dissanayaka	106,500.00
33	Ms. M.T.R.S. Attanayaka	244,900.00
34	Mr. Gamage Karunaratne	146,300.00
35	Ms. L. K. Pushpakanthi	185,760.00
36	Ms. Manjula Wijesekara	189,800.00
37	Rev. Omalpe Somananda Thero	200,300.00
38	Ms. H.M.C. J. Herath	177,800.00
39	Ms. E.N.K. Rasangika	134,700.00
40	Mr. Riddley Jayasinghe	221,600.00
41	Ms. Dammika Hettiarachchi	143,950.00
42	Mr. M. U. Peiris	137,800.00
43	Ms. G.P.M.D. Jayarathne	140,300.00
44	Mr. K.M.Y. Karunaratne	154,800.00
45	Deepthi Niroshika	204,900.00
46	D.K.I. Wijerathna	162,700.00
47	V.Vasudevan	223,600.00
48	S.Hariharamodan	224,450.00
49	Lakshika Liyanage	225,000.00
50	Danushka Ushetti	242,200.00
51	R . Dharshani	134,500.00
52	Sandamali De Silva	102,528.12
	Total	7,455,821.12

**Festival Advance (31.12.2012)**

	NAME	BALANCE
1	Mr.M.U.PEIRIS	1,000.00
2	Mrs. M.T.R.S.ATTANAYAKE	1,000.00
3	Mrs.CHULANI HERATH	1,000.00
4	Mr.V.JAYARUBAN	1,000.00
5	Mrs. L.K. PUSHPAKANTI	1,000.00
6	Mrs. M.S.M.ASMIYAS	4,000.00
7	Mrs. K.P.D.NIROSHIKA	1,000.00
8	Mrs.D.M.W.K.CHANDRASIRI	1,000.00
9	Miss.G.P.M.D.JAYARATHANA	1,000.00
10	Mr.S.HARIHARATHAMOTHARAN	1,000.00
11	Mrs.E.N.K.RASANGIKA	1,000.00
12	Mrs.B.A.M.P.WIJEBANDARA	1,000.00
13	Miss.U.D.D.USHETTI	1,000.00
14	Mrs.M.K.PALIHAKKARA	1,000.00
15	Mrs.N.K.MANATHUNGA	1,000.00
16	Miss.MALANIA ATHULGAM	1,000.00
17	Mrs.M.I.S.NEELAKANTHI	1,000.00
18	Mrs.SEETA RATHNAYAKA	1,000.00
19	Miss.K.M.SAMALATHA	1,000.00
20	Mrs.V.P.THUSHARI PRIYANGIKA	1,000.00
21	Mr.G.A.WICKRAMATHILAKE	1,000.00
22	Mr. UPALI HERATH	1,000.00
23	Mrs.D.M.P.DISANAYAKE	1,000.00
24	Miss.P.DEEPIKA DAMAYANTHI	1,000.00
25	Mrs.G.L.CHAMILA NILMINI	1,000.00
26	Mrs.H.L.NAYANA LIYANAGE	1,000.00
27	Mrs.MADAWALAGE	1,000.00
28	Mrs.M.S.A.F.FAREEHA	3,000.00
29	Mr.W.R.SILVA	1,000.00
30	Miss.R.DARSHANI	1,000.00
31	Mr.D.R.DAYANANDA	1,000.00
32	Mr.PANDULA WIDANAPATHIRANA	1,000.00
33	Mr.A.A.UPALI ROOPASINHE	1,000.00
34	Mr.P.H.C.JANAKA KUMARA	1,000.00
35	Mrs.J.A.SAMANTHA	1,000.00
36	Mr.D.T.W.M.R.C.B.THENNAKON	1,000.00
37	Mr.M.JESULI JIFFRI	3,000.00
38	Miss.H.SEELAWATHI	1,000.00
39	Mr.S.N.G.PREMARATHNA	1,000.00
40	Mr.E.P.D.GUNAWARDHNA	1,000.00
41	Mr. Amila Sampath	5,000.00
42	Mr.D. M Samarasena	1,000.00
	TOTAL	53,000.00

Staff Members (Provision Gratuity for Year 2012)

No.	Name	Designation	Appointment Date	Service Period	31.12.2012	Gratuity
					Salary	
1	Mr. R. Jayasinghe	Deputy Director (Training)	01.02.1997	15	60,181.75	451,363.13
2	Mr. M.U. Peiris	Deputy Director (SSW)	01.02.1997	15	58,583.25	439,374.38
3	Mr. Gamage Karunaratne	Deputy Director (Social Development Policy, Research & Publication)	01.06.2002	10	54,788.25	273,941.25
4	Mrs. V. Gowry Vasudevan	Lecturer I	02.11.1998	14	49,124.50	343,871.50
5	Mr. K.M.Y. Karunaratne	Lecturer I	01.06.1998	14	50,010.00	350,070.00
6	Ms. M.T.R.S. Attanayake	Lecturer I	04.11.1997	15	48,150.43	361,128.23
7	Mrs. L.S. Liyanage	Lecturer II	15.01.2002	10	43,667.75	218,338.75
8	Mrs. G.M.S.P. Wijesekara	Lecturer II	07.07.2006	6	39,671.50	119,014.50
9	Mrs. H.M.C.J. Herath	Lecturer II	03.07.2006	6	39,671.50	119,014.50
10	Rev. O.Somananda	Lecturer II	01.07.2005	7	36,181.25	126,634.38
11	Mr. Hariharathamotharan	Lecturer II	01.03.2007	5	34,283.75	85,709.38
12	Mr. V. Jeyaroban	Lecturer II	03.07.2006	6	39,671.50	119,014.50
13	Mr. S. Abdul Rauff	Lecturer II	03.07.2006	6	39,671.50	119,014.50
14	Mr. S. Jeevasuthan	Lecturer II	03.07.2006	6	39,671.50	119,014.50
15	Mrs. L.K. Pushpakanthi	Training Officer	01.07.2005	7	42,926.00	150,241.00
16	Mr. M.S.M. Asmiyas	Training Officer	01.07.2005	7	42,926.00	150,241.00
17	Mrs. K.P.D. Niroshika	Training Officer	01.03.2007	5	37,446.25	93,615.63
18	Mrs. E.N.K. Rasangika	Reserch Officer	02.03.2007	5	34,283.75	85,709.38
15	Ms. B.A.N.P. Wijebandara	Reserch Assistant	01.05.2001	11	25,026.25	137,644.38
16	Mr. Wasantha Chandrasiri	Library Assistant	01.06.2005	7	32,392.00	113,372.00
17	Mrs. C.H.D. Hettiarachchi	English Instructor	01.10.2007	5	28,913.25	72,283.13
18	Mrs. M.K. Paliakkara	Administrative Officer	01.07.2005	7	32,392.00	113,372.00
19	Mrs. Nilupa Kumara Manathunga	Accountig. Officer	04.05.1998	14	29,873.50	209,114.50
20	Mrs. R.M.R. Damayanthi	Assistant Registrar	01.11.2000	12	29,873.50	179,241.00
22	Mrs. D.M. Pushpa Dissanayake	Management Assistant	01.11.2000	12	26,688.00	160,128.00
23	Ms. P. Deepika Damayanthi Peiris	Management Assistant	01.09.2004	8	25,020.50	100,082.00
24	Ms. W.M. Roshita Kumari Thisera	Management Assistant	01.09.2004	8	25,020.50	100,082.00
25	Mr. H.M.U. Herath	Management Assistant	16.07.2007	5	24,158.00	60,395.00
26	Ms. Malani Ethulgama	Management Assistant	01.07.1999	13	23,571.50	153,214.75
27	Mr. G.A. Wickramathilaka	Management Assistant	15.12.1999	13	23,571.50	153,214.75
28	Mrs. M.I.S. Neelakanthi	Management Assistant	01.03.2000	12	23,571.50	141,429.00
29	Mrs. Chamila Nilmini	Management Assistant	24.08.1999	13	23,767.00	154,485.50
31	Mrs. K.M. Samalatha	Management Assistant	03.04.2000	12	23,571.50	141,429.00
32	Mrs. Seetha Rathnayake	Management Assistant	03.04.2000	12	23,571.50	141,429.00
33	Mrs. H.L.N.S. Liyanage	Management Assistant	06.08.2001	11	23,376.00	128,568.00
34	Mrs. Champika Gunasekara	Management Assistant	03.10.2005	7	22,484.75	78,696.63
35	Mrs. Y. Madawalage	Management Assistant	01.11.2007	5	22,151.25	55,378.13
36	Mr. Wimal Ranjith	Management Assistant	04.10.2005	7	21,317.50	74,611.25
37	Mr. P.R. Dayananda	Driver	04.01.1999	13	22,582.50	146,786.25
38	Mr. Pandula Widdanapathirana	Driver	01.09.2004	8	21,766.00	87,064.00
39	Mr. Upali R. oopasinghe	Driver	12.07.2006	6	21,317.50	63,952.50
40	Mr. Jesuli Jeffri	K.K.S.	17.03.1997	15	24,111.25	180,834.38
41	Mr. D.M.D. Dissanayake	K.K.S.	01.05.1998	14	22,444.50	157,111.50
42	Ms. H. Seelawathi	K.K.S.	14.12.1999	13	22,145.50	143,945.75
43	Mr. Amila Sampath	K.K.S.	01.08.2001	11	21,846.50	120,155.75
Total						7,093,330.60



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கணக்காய்வாளர் தலைமை அபிபதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT



මගේ අංකය }
எனது இல } LS/B/NISD/FA/2012
My No. }

ඔබේ අංකය }
உமது இல }
Your No. }

දිනය }
திகதி } 26 September 2013
Date }

The Director General
National Institute of Social Development

Report of the Auditor General on the Financial Statements of the National Institute of Social Development for the year ended 31 December 2012 in terms of Section 14(2)(c) of the Finance Act. No. 38 of 1971.

The audit of financial statements of the National Institute of Social Development for the year ended 31 December 2012 comprising the balance sheet as at 31 December 2012 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 18 of the National Institute of Social Development Act, No. 41 of 1992. My comments and observations which I consider should be published with the Annual Report of the Institute in terms of Section 14(2)(c) of the Finance Act appear in this report. A detailed Report in terms of Section 13(7)(a) of the Finance Act was furnished to the Director General of the Institute on 14 May 2013.

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 Generally Accepted Accounting Principles 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 } 2887220
Telephone. }

இல. 306/72, பொல்துவ வீதி,
பத்தரமுல்லை இலங்கை

ෆැක්ස් අංකය }
பக்ஸ் இல } 2887223
Fax No. }

No.306/72, Polduwa Road,
Battaramulla, Sri Lanka

ඉලෙක්ට්‍රොනික් තැපෑල }
#- மெயில் } oaggov@slt.net.lk
E-mail. }

1:3 Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Sri Lanka Auditing Standards. Those Standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatements of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Institute's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Institute's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of financial statements. Sub - sections (3) and (4) of Section 13 of the Finance Act, No. 38 of 1971 give discretionary powers to the Auditor General to determine the scope and the extent of the audit.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

1:4 Basis for Qualified Opinion

My opinion is qualified based on the matters described in paragraph 2.2 of this report.



2. Financial Statements

2:1 Qualified Opinion

In my opinion, except for the effects of the matters described in paragraph 2:2 of this report, the financial statements give a true and fair view of the financial position of the National Institute of Social Development as at 31 December 2012 and its financial performance and cash flows for the year then ended in accordance with Generally Accepted Accounting Principles.

2:2 Comments on Financial Statements

2:2:1 Accounting Deficiencies

The following observations are made.

- (a) Even though the income from distress loans amounting to Rs.443,345 received in respect of the years 2003 to 2011 should have been adjusted to the Accumulated Fund, that had been brought to account as income for the year 2012 and as such the loss had been understated by that account.
- (b) A sum of Rs.1,098,451 out of the Government grant received from the Treasury for the capital expenditure of the year under review had been utilized for recurrent expenditure.
- (c) A sum of Rs.658,990 spent on the rent of buildings for the year under review had been capitalized.
- (d) A sum of Rs.117,500 spent for the partitioning of the bedrooms and the office rooms of the Talawa building had been brought to account as expenditure instead of being capitalized.



2:2:2 Accounts Payable

Payables amounting to Rs.4,615,282 existing over periods from 01 year to 06 years had been shown under the accounts payable in the financial statements without taking action to settle the accounts even by 05 March 2013.

2:2:3 Lack of Evidence for Audit

The following items could not be satisfactorily vouched in audit due to the unavailability of evidence indicated against each item.

Item	Value	Evidence not made available
-----	-----	-----
(a) Fixed Assets		
(i) Land at Talawa	--	Long Term Permit
(ii) Office Equipment	12,191,504	Registers of Fixed Assets and Detailed Schedules
(iii) Machinery	11,428,444	
(b) Between 01 year to 03 years		
(i) Library Deposits	265,825	Registers of Deposits and Detailed Schedules
(ii) Hostel Deposits	20,806	
(iii) Sundry Deposits	2,348	
(iv) Consultancy Programme	5,500	
(v) M.S.W. Programme	44,000	
(vi) Other Deposits	69,000	
(c) Journal Entries	78,590,568	Formally certified Journal Vouchers



(vi) Financial Regulation 1645

The Log Books of 07 motor vehicles had not been maintained properly by updating.

(vii) Financial Regulation 1645
(b) and (c)

The Monthly Performance Report had not been prepared by systematic and proper maintenance of Daily Running Charts.

(b) Public Administration Circulars

(i) Circular No. 41/90 of 10
October 1990.

Even though the fuel tanks of the pool motor vehicles of the Institute should be filled in the presence of a Staff Officer it had not been so done.

(ii) Paragraph 05 of Circular
No. 13/2008 of 26 June
2008.

When additional fuel is obtained for additional posts held, an application indicating special duties should be made. But it had not been so done.

(iii) Circular No. 22/99(ii) of 27
December 2004.

Even though a sum of Rs.500 should be recovered from the Director General for the use of official motor vehicle for private travel, a sum of Rs.350 only had been recovered. Even though a sum of Rs.350 should be recovered monthly from the Director of Finance of the Institute from the date of allocation of motor vehicle, it had not been recovered.

(c) Public Enterprises Circulars

Section 8.2.2 of Circular No.
PED/12 of 02 June 2003.

Even though the temporary surplus funds of the Institute should be invested in call deposits or short term deposits, surplus funds of the Institute amounting to Rs.3 million had not been so invested.



2:2:5 Transactions not Supported by Adequate Authority

The Cabinet of Ministers had granted the approval on 05 April 2006 for the appointment of a Professor for a period of one year from 03 April 2006 to function as the Academic Head of the Institute. Accordingly the services which commenced on 10 April 2006 should have been completed by 09 April 2007. Nevertheless, a sum of Rs.1,430,215 had been paid as allowances from that date up to March 2012 without the approval of the Department of Management Services and the Cabinet of Ministers.

3. Financial Review

3:1 Financial Results

According to the financial statements presented, the working of the Institute for the year ended 31 December 2012 had resulted in a deficit of Rs.5,228,093 as compared with the corresponding deficit of Rs.9,445,973 for the preceding year, thus indicating a decrease of Rs.4,217,880 in the deficit for the year under review as compared with the preceding year.

4. Operating Review

4:1 Performance

The following observations are made.

- (a) A Performance Report containing the physical and financial information for the overall Institute as at the end of the quarters and as at the end of the year had not been prepared in terms of the Annual Action Plan.
- (b) The Action Plan for the year 2012 had not included the plans for implementation at the Talawa Training Centre at Anuradhapura and the Hostel at Kelaniya of the Institute during the year 2012.



- (c) Even though the information on the activities to be carried out in the year 2012 in the Academic, Training and Social Development Policies and the Library Divisions had been included in the Action Plan presented for the year 2012, the budget estimates on the expenditure thereon had not been furnished.
- (d) Registration of students of 05 batches of the Diploma on Social Work relating to the Academic Years 2003-2005 and 2009-2011 had decreased by 54 per cent while the average percentage of students receiving the certificates out of the students registered had been 67 per cent.
- (e) Even though the training period of 1 ½ years of 05 Diploma Courses in Counseling implemented by the Training Division in 05 Centres had been completed, the training on academic fields had not been completed within the specified period.
- (f) Out of the programmes expected for implementation by the Social Development Policy Research and Publication Division in the year 2012, the targets of the following Programmes had not been achieved.
 - (i) Even though the collection of information of the students who left during the preceding 30 years (1980-2010) through a survey of the practitioners of social work who had followed the courses had been targeted information only from 342 practitioners had been collected.
 - (ii) Even though the target of collection of information on the elders community in 225 elders' homes had been planned for achievement under the research on the collection of information on the Elders' Homes in Sri Lanka relating to the Data Bank, the information on 98 Elders' Homes only had been collected. The Director General informed that it was due to the lack of response to the letters sent.
 - (iii) Requirements Assessment and Research implemented in connection with the Meth Sevana Detention Home had not been implemented.
 - (iv) The one day seminar on Social Work and Research had not been conducted.
 - (v) The part-time course on Research Methodologies on Social Work had not been conducted.



- (i) Even though a physical balance of 144 items of goods had been recorded at the Board of Survey of the Talawa Training Centre there was no possibility of ascertaining an excess or shortage as the balance according to the ledger had not been shown.
- (ii) The Board of Survey Report furnished over the Women's Hostel at Kelaniya did not include the actual balance verified in connection with 48 items. As such the excesses and shortages had not been checked.

4:3 Operating Inefficiencies

The following deficiencies in the library administration and use of books were observed.

- (a) The books purchased had not been recorded in the Accession Register.
- (b) Certain books had not been verified.
- (c) The Board of Survey Formats relating to books had not been properly completed.
- (d) The academic/ non-academic staff and the students had not returned the books to the library over long periods.
- (e) The students who had left the courses and the employees who had resigned had not returned the books.
- (f) The academic/ non-academic staff had borrowed books exceeding the limit of borrowing.

4:4 Underutilisation of Funds

It was observed that interest income amounting to Rs.108,794 of the Daniel Sanders Fund established for the grant of bursaries to the students of the Social Work Diploma Course who obtain the highest marks had been idling as at 31 December 2012.



4:5 Idle and Underutilised Assets

The following observations are made.

- (i) Ten deck beds and 40 folding steel chairs in usable condition had been stored without being used for more than 05 years in the store room in the FemaleStudents Hostel at Kelaniya.
- (ii) Even though 28 students could be accommodated in the hostel buildings of the Kelaniya Hostel, only 04 students had been provided with accommodation as at 07 February 2013. As such 24 beds and accommodation therein had been underutilized.

4:6 Uneconomic Transactions

The following observations are made.

- (a) According to the newspaper advertisement published on 04 December 2011 the number expected for recruitment had been for 18 vacancies. The persons selected by interviewing the applicants who responded to the advertisement had not been recruited. As such the expenditure of Rs.362,826 incurred on the newspaper advertisement and other expenses had become fruitless.

Even though the persons selected for recruitment from the first interview had not been recruited, seven persons had been recruited by conducting interviews for other persons called by a public notice.

- (b) Fuel expenses amounting to Rs.8,500 had been incurred in the auction of an item of goods of the Training Centre at Talawa with an estimated value of Rs. 25 for Rs.30.
- (c) Even though a land of 32 acres 2.8 perches in extent had been obtained for the establishment of the National Institute of Social Development at Talawa in Anuradhapura in accordance with the approval of the Cabinet of Ministers on 25 September 1998 and a two storeyed building was constructed at a cost of Rs.15,963,409 in the year 2002, the Institute had not been shifted to that place.

5. Accountability and Good Governance

5:1 Budgetary Control

Variances between the income and expenditure in the revised estimates of the budget and the actual income and expenditure ranging from 18 per cent to 86 per cent were observed. Thus it was observed that the budget had not been made use of as an effective instrument of management control.

6. Systems and Controls

The special attention of the Institute should be drawn on the deficiencies in the systems and controls revealed in the following areas.

- (a) Control of Motor Vehicles
- (b) Assets Control

H.A.S. Samaraweera
Auditor General

-/dk.





Observation of the Director General with regard to the Audit Report on the accounts
for the year ended 31.12.2012

2:2 Comments on Financial Statements

2:2:1 Accounting Deficiencies

The interest on distress loans for the years 2008 to 2011 aggregated Rs.443,345. These interests had not been included in the income of each year concerned. As a result, the deficits of those years had increased. As a result, there were many problems regarding the deficit of 2011. As a necessary step to decrease the deficit, at least in the year 2012, the total amount referred to above had been shown as income. Due to this, adjustments had not been made in the accumulated fund at that instance. It was noted to correctly adjust the relevant years' interest to the income commencing from 2013.

- (b) With reference to the amount received as capital expenditure from the Treasury being written off as recurrent expenditure, the expenditure had to be written off in each instance due to unavoidable circumstances. For example, provision had not been made under recurrent expenditure for an extensive amount relating to vehicle insurance. However, action would be taken to enter recurrent and capital expenditure separately in the ensuing years.
- (c) An expenditure of Rs.658,990,000 incurred under the Non-current construction assets had been capitalized. This had been inadvertently capitalized. It was noted to rectify this in the account.
- (d) The expenditure incurred on constructing rest room and the office at the Thalawa building had been entered as recurrent expenditure as it was considered to be a temporary expenditure. Action had been taken to avoid such occurrences in future.

2:2:2 Accounts Payable

The amount payable totalling Rs.4,615,282 had been credited to the Institute's Fund vide memo No. 95/07/2013 of 29.07.2013 of the board of control.



2:2:3 Lack of Evidence for Audit

(a) Fixed Assets

(i) Thalawa Land

So far, the Thalawa Divisional Secretary had not given a legally valid deed or a licence with regard to this land. I have written letters, discussed our phone and personally met him in this connection. Meanwhile, the Thalawa Divisional Secretary had given several block of the original land to other institutions and persons. By now, the Divisional Secretary had informed that quick action would be taken to give that deed or a license. It is noted to forward this long term license to audit immediately after receiving it.

(ii) Office Equipment

Necessary action had been taken to properly update the register of fixed assets. Action would be taken to correctly update that register.

(iii) Machinery

The register of machinery is maintained in parts by each officer. Action would be taken to consolidate and update it and to present it to you.

(b) Between 1 to 3 years

(i) Library Deposits

The money available as library deposits is Rs.265,825. The register concerned had not been maintained during the past years. Many students had not claimed their refunds for about 3 years and as such this had been credited to the National Social Development Institute Fund vide memo No.95/07/2013 of 29.07.2013 of the board of control.

(ii) Hostel Deposits

Registers had not been maintained for hostel deposits of Rs.20,806 too. So far students leaving the hostel had not obtained it. As such, this had been credited to the Fund vide memo No. 95/07/2013 of 29.07.2013 of the board of control.

(iii) Miscellaneous Deposits – Rs.2,348.

(iv) Instructional Programme – Rs.5,500

Credited vide memo No. 95/07/2013 of 29.07.2013 of the board of control as there were no details relating to deposits of these 2 transactions and details had not been entered regarding these in the petty deposits of various years.

(v) SW Programme

The sum of Rs.44,000 available under MSW are library deposits of students and refers to a collection from 22 students at the rate of Rs.2,000 each. It had been entered as library deposits in the register concerned. Instructed to maintain a register in this connection in future.

(vi) Other Deposits

Retentions of deposits amounting to Rs.69,457.16 refers to money retained out of the payments made for partitioning of rooms exceeding Rs.50,000. This would be retained for 6 months and refunded thereafter, on receipt of a request for refund from the institution concerned. Related accounting entries had been made in the register.

(c) Journal Entries

A journal entry book is being maintained instead of journal vouchers. As journal entries are not prepared, the officers had been instructed to prepare journal vouchers for journal entries in future. Accordingly, necessary action would be taken to prepare journal vouchers and make entries.

2:2:4 Non-compliance with Laws, Rules, Regulations and Management Decisions

(a) Financial Regulation

(i) F.R. 751

While closing the ladies hostel at Kelaniya, the committee so appointed had entered 48 items in the Register of Inventories, which had not been entered previously. It has been updated.

(ii) F.R. 755

It was understood from the above audit query that the responsibilities relating to properties had not been entrusted to the librarian. This would be looked into and action would be taken to do so.

(iii) F.R. 1677(b)

F.R. 756

A survey of vehicles had not been carried out in 2012. Action is being taken in this regard with regard to 2013. Necessary action would be taken to quickly furnish the report concerned to the Auditor General.

(iv) F.R. 757

It is accepted that the stock book had not been handed over to the board of survey. It is kindly informed that by now necessary action had been taken to identify shortcomings in the stock ledger of the Kelaniya hostel, to identify and auction goods which had been identified as not necessary and to appoint a new subject clerk and regularize matters.

(v) F.R. 772

Eight items had been identified as unusable at the board of survey of 2011 and instructed to take suitable action to dispose of them. But, these had not been disposed of due to an oversight. By now, activities had been completed in this regard.

(vi) F.R. 1645

It is accepted that log books of vehicles had not been properly maintained and it is kindly informed that all log books had been updated and properly maintained at present.

(vii) F.R. 1645(b) (c)

Necessary action had been taken to instruct the drivers and the transport officer with regard to proper maintenance of daily running charts and for the preparation of monthly summaries. It is being correctly done at present.

(b) Public Administration Circulars

(i) Circular No. 41/90 of 10 October 1990

It is practically impossible to fill the fuel tank of pool vehicles in the presence of an executive office as required by the Circular No. 41/90 of 10 October 1990. It is noted to instruct the officer in-charge of the vehicle to attend to that duty.

(ii) Paragraph 5 of the Circular No. 13/2008 of 26 June 2008

Any special duties for which additional fuel is obtained is always noted. Action had been taken to avoid such lapses in future.

(iii) Circular No. 22/99(ii) of 27.12.2004

Money recovered for usage of official vehicles for private purposes was loss. The sum of Rs.7,350 concerned had been recovered from his salary for the month of June.

(b) Public Enterprises Circular

Although there is a surplus of Rs. 3 million belonging to the Institute it is unable to invest it in fixed deposits as this has to be utilized for paying distress loans to employees of the Institute. This is being done with the approval of the board of control.

2:2:5 Transactions without Adequate Authority

The professor recruited to the Institute with the approval of the Cabinet continues to be in service. Based on the necessity of service, she has been allowed to work as the academic consultants, with the approval of the board of control.



It is kindly informed that, up to now her salaries are being paid from the fund meant for the development of the staff of the Institute. The main reason to retain her at the Institute was as there are no applicants for salaries applicable to the post of a Professor.

According to the instructions of the Department of Management Services, a revision of the scheme of recruitment had been referred to them.

3. Financial Review

3:1 Financial Results

According to the financial statement presented the deficit for the year 2012 had decreased by Rs.4.2 million. Action had been taken to decrease this deficit further in the ensuing year so that it could result in a surplus.

4. Operating Review

4:1 Performance

- (a) Necessary instructions have been given to propose the quarterly and the year and performance report which physical and financial information of the overall Institute. Accordingly, action had been taken to take necessary action in future.
- (b) The functions to be carried out at the Anuradhapura, Thalawa and Kelaniya hostels during the year had not been included in the annual action plan. It was noted to avoid such instances from 2013. Action had been taken to prepare a revised action plan.
- (c) It is accepted that the budgeted estimates had not been included in the action plan for 2012. Action had been taken to prepare budgeted estimates for all activities included in the future action plan.
- (d) Registrations for social work Diploma and Degree is 54% and the percentage of certificates obtained is 67%. The decrease is due to unavoidable circumstances.

- Absence of students due to financial difficulties.
- Due to various difficulties caused to students in remote areas which compels them to abandon the course halfway.
- Giving priority to jobs in the event of obtaining a job.
- To go to attend vocational courses or to the universities whenever chances occur.

The above reasons are attributable for the lesser number of students completing their Social Work Degrees compared with the number of students registered. It is noted to minimize this situation by discussing with the academic staff and to introduce a method to enroll students in a planned manner.

- (e) Training in the academic field had not been completed in 5 centres due to the following reasons. However, by now everything has been completed.

- Diploma in Consultancy 2011/2012 Wayamba Provincial Council

Students had completed their field training in 8 centres by 31.03.2012. Dissertations of students at the completion of their field activities will be supervised and thereafter the final presentation for the panel will be held on 10th and 11th June 2013 and the course will come to a completion.

- Diploma in Consultancy at 8 Centres 2011/2012 (Sinhala/ Tamil) Thalawa

The field training activities of this course had ended. The panel could meet on 8/6/2013. Very often lectures conducted in classrooms had been postponed due to floods caused by rain in the Anuradhapura district. As a result, the course could not be completed on time.

However, the activities pertaining to the course could be completed by fulfilling panel activities by quickly fixing another date.

- Panel activities at the completion of field training relating to this course at 8 centres ended on 21st 22nd of March 2013, resulting in the completion of course.



(f) (i) Survey of Social Work Professionals who had completed their Courses

- Letters had been sent to 1070 persons for primary survey relating to Social Work professionals. Replies had been received from 342 persons.
- The survey was conducted by means of post. As such, 231 letters had been returned due to change of addresses. Replies had not been received for 497 letters. There were no response for reminders sent and as such further activities relating to the survey are being conducted.

(ii) Research for Collection of data relating to home for the aged in Sri Lanka with reference to Data Bank

- This survey too is being conducted by post.
- Accordingly, letters had been sent to 225 homes for the aged. Information relating to 98 homes for the aged had been obtained. This survey continues and action had been taken to update the data resulting from the survey.

(iii) Need Assessment and Research pertaining to “Neth Sewana Niwarthana Niwasaya”

- Neth Sewana need assessment had been conducted on 23rd and 24th of June 2011 and a report had been furnished.
- A research proposal relating to “Nethsewana Niwarthana Niwasaya” had been prepared and sent to the Provincial Department of Social Services on 20.10.2011.
- This proposal had been referred to the Superintendent of “Neth Sewana Niwarthana Niwasaya” by the Director of the Provincial Department of Social Services for his observations. So far, provision made in the expenditure estimates had not been granted. As such, the research had been suspended.

(iv) Social Work and Research – One day seminar

The provision for the one day seminar of social work and research was not adequate. As such, the Director General had instructed to postpone it to 2013. It is to be carried out on 25.10.2013 of this year.

(v) Research Methodology relating to Social Work

- There was no provision in 2012 and as such the ex-Director General had instructed to implement it in 2013.
- Accordingly, permission had been granted on 26.02.2013 to conduct courses in 2013 as per memo of the board of control No. 07/02/2013. In future, applications will be called for, by public advertisements and the programme will be extended.

(g) Library

- (i) Computerization of library books had been completed now.
- (ii) At present, union activities are being done.
- (iii) Activities are being carried out to include all the library books in the internet and would be able to enter the international arena when the computerization work is over.
- (iv) The space available for reference at the library is not adequate and action would be taken to widen it as much as possible.

(h) Common Amenities to students of the Institute

As pointed out by you, it is accepted that the lecture hall facilities, canteen facilities and sanitary facilities afforded to 1300 students are not adequate. Necessary action had already been taken to obtain the approval of the Treasury to obtain another building on rent. It is kindly informed that the above shortcomings would be rectified immediately after obtaining that building. At present, necessary action had been taken to afford the canteen facilities alone.



4:2 Management Inefficiencies

(a) Verification of Goods

- (i) The store keeper concerned had been instructed to update the process of entering balances according to the ledger. Accordingly, necessary action had been taken to complete those entries.
- (ii) Forty eight items of goods had not been presented for physical verification at the Kelaniya hostel due to the unsettled condition at the hostel at that instance.

With the closure of the hostel, all these goods had been entered in the register and action had been taken with regard to shortages and excesses.

4:3 Operating Inefficiencies

- (a) The entire books purchased in 2012 had now been completely entered in the Accession Register. The books not been entered in the Accession Register, as pointed out by you, refers to Tamil medium books. There was delay in obtaining assistance from others to identify them and to enter in the Accession Register. Action had been taken to avoid such instances in future.
- (b) The board of survey had not reported regarding 10 books, as pointed out by you. Only one of these 10 books had been misplaced.
- (c) The board of survey had taken necessary action to enter 47 books together with 412 books not disclosed in the register. Matters relating to disposal too had been completed.
- (d) Letters had been sent to return the books exceeding 6 months. About 50% of those books had been returned in response. It is kindly informed that quick action would be taken regarding the rest. It is noted to inform you in this regard when all the book are returned.



- (e) Letters had been sent to students who had left the courses in response to your audit queries. No response so far.

It is observed that the value of books of these students who had left the courses is much more less than their deposits. It appears that these books would not be returned. As such, the officers concerned had been instructed to set off these amount against their deposits.

The employee who had resigned from service was unable to return the books. Action had been taken to replace the above 9 books with 9 more valuable books. Action had been taken to regularize this transaction on the recommendations of the committee.

- (f) It is true that there were instances where more than 10 books removed so by the academic staff of the Institute had not been removed.

However, I, the Director General, had personally interfered in this matter and taken action to obtain many of these books.

4:4 Underutilizations of Funds

Necessary action had been taken to utilize the interest derived from investments in fixed deposits amounting to Rs.108,794 for meaningful purposes to those who secure highest marks in the Social Work Diploma Course.

4:5 Idle and Underutilized Assets

- i. A special list of goods at the Kelaniya hostel was prepared and the entire goods had been auctioned. Those beds and chairs were not in a usable condition.
- ii. The underutilization at Kelaniya hostel too has to be decided. There were no requests for this hostel from the students. As such, it remained so. It is planned to renovate it and to maintain it systematically under a new warden.



4:6 Uneconomic Transactions

- (a) As there was an allegation by the Hon. Minister that there were no transparency in the interview held, the expenditure on newspaper advertisements of 04 December 2011 and the expenditure on interviewing the applicants totaling Rs.362,826 and the time spent thereon had become fruitless.

Our board of control too had looked into this and due to certain reasons connected with it, decided to suspend the interview. An interview was held again and at that juncture the above expenses had been taken into consideration and decided not to incur such expenses again and took action to select suitable action by publishing public notices.

The recruitments had been made with minimum expenditure in order to cover up the cost foregone as compared to the expenditure referred to above. It is noted not to incur such fruitless expenditure in future.

- (b) The prime objective was to attend the auctioning of goods at the Thalawa training centre. However, there were many others to be attended to. As such, the necessity of duty was taken into consideration and I, the Director General of the Institute, detailed the Accountant, who holds responsibility pertaining to finance for the work. Specially, two other officers also had joined this journey for dealing with goods.

In addition to her duties, I requested her to go through the activities carried out so far with regard to the Thalawa building and the activities that should be carried out there in future. Further, she was requested to deliver a lecture regarding financial activities as the training workshop conducted at the Thalawa office on that day. So, it could be stated that the expenditure of Rs.8,500 incurred on fuel cannot be classified as fruitless.

- (c) As pointed out by you, the decision taken to establish the National Social Development Institute at Thalawa, Anuradhapura was a decision taken by political authorities at that time. At that instance, the building had been constructed at a cost of Rs.15,963,409. This is being used by the students for their field activities at present.



The Divisional Secretary, Thalawa had not legally entrusted the 32 acre land. Of this, 10 acres had been taken back for so many causes. So far, action had not been taken to get licenses for the 10 acre land. As such, the reclamation of land had been temporarily suspended. Necessary action would be taken no sooner the license is received.

Renovation of the building had been done under the supervision of the Divisional Secretary, Thalawa and payments had been made on his recommendations. The crack in the building are visible even now. The required provision was not available as such necessary repairs alone had been carried out resulting in this situation.

It is noted to obtain adequate provision for repairs and to carry out repairs according to properly planned estimates.

4:7 Identified Losses

Two out of 3 books valued at Rs.21,830 which had been pointed out by you had now been found out. There is a shortage of 1 book only. Its value is Rs.6,340 and action would be taken to search for it.

4:8 Personnel Administration

Recruitment of all academic and non academic staff has been completed. New applicants with suitable qualifications for 9 posts had not appeared for interviews. Recruitments for 3 posts would be done in 2014.

There are 10 vacancies still. This is being delayed due to reasons such as non amendments to scheme of recruitment and non-approval. However, necessary action would be taken to fill all the vacancies in 2014.



	Approved	Actual Recruitment	Vacancies
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Academic	58	43	15
Non-academic	62	55	07
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Total	120	98	22
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Ridley Jayasinghe
Director General
National Institute of Social Developments