

# Annual Report 2012



**Sri Lanka Convention Bureau**



**Ministry of Economic Development**



# **Annual Report 2012**



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## **1. Introduction**

Sri Lanka Convention Bureau continued with its priority work of assisting the MICE industry to reach the goals set for the year 2012. SLCB made a contribution to the overall efforts of Sri Lanka Tourism in line with the vision of the “Mahinda Chinthana” and the strategic plan of Ministry of Economic Development and Sri Lanka Tourism.

### **Vision**

To establish and position Sri Lanka as Asia’s most treasured and Green Island, with its beautiful beaches , warm and friendly people, with a strong nature culture and adventure offering, raising its profile to that of an Asian tourism icon and make it the largest foreign exchange earner, benefiting the stakeholders of tourism and the people of Sri Lanka.

### **Mission**

“Sri Lanka Convention Bureau will secure optimum revenue in foreign exchange from MICE tourism which will contribute to the national economy by uplifting of the living standards of those who are dependent upon the ‘Meetings Industry’ in Sri Lanka. “

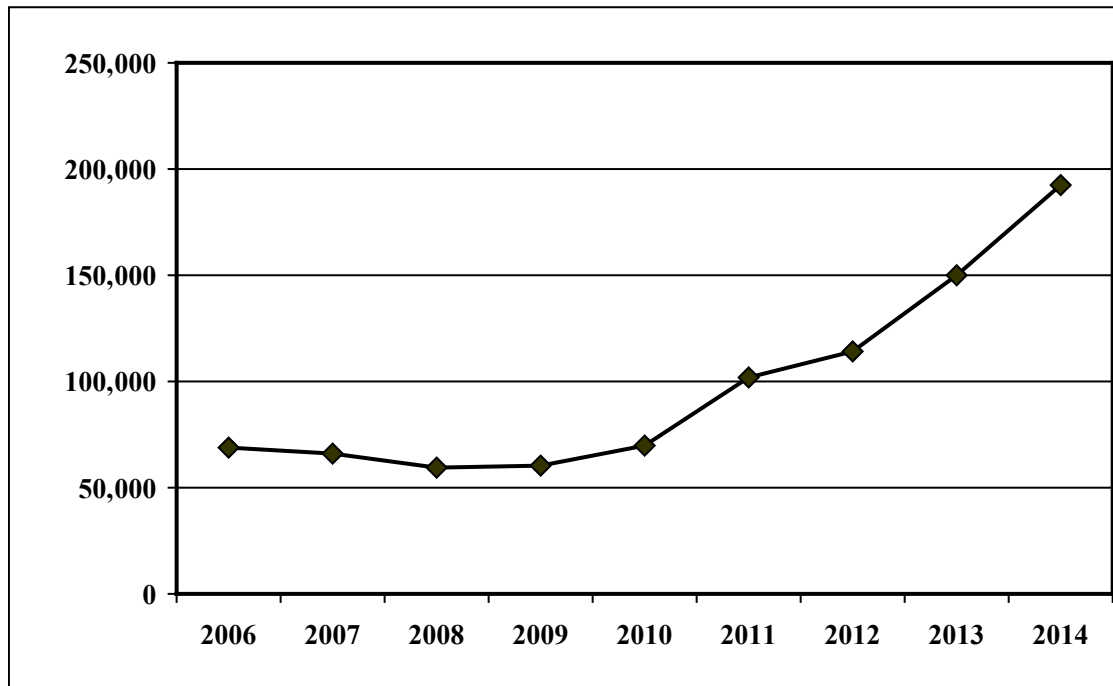
## **2012 MICE Arrivals to the Country**

|           |        |
|-----------|--------|
| January   | 8,475  |
| February  | 7,519  |
| March     | 9,565  |
| April     | 7,655  |
| May       | 6,325  |
| June      | 6,850  |
| July      | 10,840 |
| August    | 9,534  |
| September | 9,956  |
| October   | 11,253 |
| November  | 15,288 |
| December  | 16,300 |

Source: Informal MICE Data SLCB subject to research confirmation in 2012



## MICE Arrivals from 2006 onwards and projections



## 2. General Activities

SLCB's activities are wide ranging. MICE ( Meetings , Incentive Travel, Conferences, Exhibitions and Events) are five different types of activities which call for separate strategies. SLCB carried out its functions under Research, Training and Promotions and specially in assisting the industry in Bidding, Advising, Planning, Organising and Implementing of Conferences and Exhibitions as the Government Arm for the promotion of Sri Lanka as a venue for MICE events.

Following are some of the general activities where SLCB has been involved in any or more stages of the above, a few of which are nationally important.

SLCB was successful in winning the bid to hold the Asian Youth Games in Sri Lanka. Bid was presented with NOC in Kuwait and SLCB made the final presentation at the 31st OCA Assembly in Macau when the agreement was signed with Sheikh Al Ahmed Al Sabah of Kuwait, Chairman OCA. AYG will be the biggest Sports event to be held in Sri Lanka



### **Message of the Hon. Minister of Economic Development**

Sri Lanka is gaining tremendous strength from the tourism industry to make the country the wonder of Asia, after three decades of cruel war.

The Government has taken a number of steps to boost the industry by implementing necessary plans and building the required infrastructure during the past four years. In order to reap their full benefits the time has now come to explore new avenues in addition to the traditional approaches of promoting tourism. Developing facilities for religious tours, health-related tours, holding international conventions and conferences and international exhibitions will undoubtedly help to strengthen the industry in many ways.

I wish the Sri Lanka Conventions Bureau will be successful in realizing these objectives by establishing an inter-coordinating mechanism within the tourism industry.

**Basil Rajapaksa MP**

Minister of Economic Development



### **Message of Chairman, Sri Lanka Convention Bureau**

A further healthy growth was recorded in the MICE tourism this year that was attributed by the peaceful environment, infrastructure and facilities development as well as promotional efforts by Sri Lanka Convention Bureau together with Sri Lanka Airlines and the meetings industry.

With Government's strategy to enter new markets and carry out mega promotions, Sri Lanka's MICE Tourism will continue to flourish and grow together on par with tourism thus contributing to the promotion of up market tourism for Sri Lanka.

Towards achieving the targets, Sri Lanka Convention Bureau will continue to adapt innovative strategies and promote Sri Lanka as a unique venue for MICE activities.

A handwritten signature in black ink, appearing to read 'Neil Rupasinghe'.

**Neil Rupasinghe**  
Chairman  
Sri Lanka Convention Bureau





Sri Lanka delegation at the 31st OCA General Assembly in Macau November 2012

2.1 Jaffna International Trade Fair held on 20 - 22 January 2012 – SLCB Initiated this event with Lanka Exhibition which is now held for the 4th time.





## 2.2 FAO Inter Government Group Meeting and Tea Convention 30 Jan -2 Feb 2012



## 2.3 Marathi Conference held in Kandy on 10 February 2012 – The largest religious Conference held in Sri Lanka



## 2.4 Arogya International Healthcare Exhibition and Medical Symposium at the BMICH from August 17-19 – Preliminary arrangements





2.5 The 12th meeting of the North Indian Ocean Hydrographic Commissions



2.6 The 58th Annual Conference of Commonwealth Parliamentary Association (CPA).

SLCB played a role with BMICH in advisory capacity at the beginning of the arrangements





- 2.6 Assistance provided to the Main and Accommodation committee for Commonwealth Heads of Government Meeting (CHOGM) 2013 which will be hosted by Sri Lanka.



Her Majesty the Queen opening the CHOGM 2011 in Perth, Australia on 28 October 2011

- 2.7 The 37th Kiwanis Asia Pacific Convention 15 -17 March Colombo. SLCB has been working with organisers for some time to have this event in Sri Lanka



- 2.8 Asia Pacific Academic Consortium for Public Health (APACPH), October 2012

Initially SLCB together with Faculty of Medicine bided for this conference in 2008 and 44th APCPH conference was successfully completed in Sri Lanka in 2012. Over 100 professionals and Researchers in Public Health Sector was gather in Colombo which include over 500 international delegates.





## 2. 9 The 6th Asian Congress of Paediatric Infectious Diseases 28 Nov – 01 Dec 2012

The 6th Asian Congress of Pediatric Infectious Diseases (ACPID 2012) was the largest medical conference held in Sri Lanka in the recent past and there were over 1000 professionals of pediatricians, researchers, academics, nurses, allied health professionals, virologists, epidemiologists, and other specialists in the field of infectious diseases came from all over Asia Pacific. SLCB worked with the organisers from the beginning.



## 2.10 The 3rd South Asian Association of Physiologists Conference, December 2012. SLCB assisted the Association to make the event a success





2.11 ASHRAE Chapter Regional Conference (CRC) of the Region At Large (RAL) 28-30 September 2012



2.12 PMI Regional Conference 2012 27 April



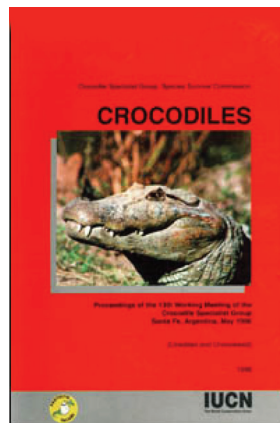
"Accelerate National Development through the Best Practices of Project Management"

2.13 Ajanta Pharma Conference group from India





2.14 Bid won for the 22nd Working Meeting of the IUCN SSC Crocodile Specialist Group 2013. It will be held from 20-23 may 2013 at BMICH



2.15 Promoting Film Tourism- Film “Amden Men”



2.16 The Southern Asia Ports, Logistics and Shipping 2012 Exhibition and Conference



The Southern Asia Ports, Logistics and Shipping 2012 Exhibition and Conference kicked off with great fanfare at Cinnamon Grand Hotel in Colombo, the 26<sup>th</sup> of April.



2.17 The Great Indian Education Fair-April 28/29, 2012



2.18 Submission of the bid for International Commission on Large Dams ICOLD



2.19 Second Internal Rhythm World Dance championship



2.20 4<sup>th</sup> Lanka Challenge – Three Wheeler challenge





## 2.21 YMCA conference



## 2.22 Lupin Pharma – Conference group of 800 pax from India 12 October 2012



## 2.23 The 18<sup>th</sup> Asia Pacific Quality Conference



The 18<sup>th</sup> Asia Pacific Quality Conference of Asia Pacific Quality Organization (APQO) was held in Colombo, Sri Lanka from 14-17 October 2012. The conference was held successfully with 160 foreign delegates and focus mainly on 'sustainable development', which is the key issue faced by many developing as well as developed countries, drawing attention to possibilities of maximizing resource usage while preserving the environment, which is very much applicable to tourism industry as well.





## 2.24 IATA Global Aviation Human Summit November 2012



## 2.25 The 12<sup>th</sup> Forum for Ethics Review Committees in Asia and the Western Pacific (FERCAP) International Conference

The Forum for Ethics Review Committees in Asia and the Western Pacific was held from 18 to 21 November 2012 at the Waters Edge. Nearly 300 delegates from 18 countries attended the conference – The international delegates are from Australia, Belgium, Bhutan, Botswana, China (90), India, Indonesia, Japan, Malaysia, Myanmar, New Zealand, Philippines, South Korea, Sri Lanka, Taiwan (40), Thailand (40), UK, and USA and 100 from Sri Lanka.



Part of the foreign delegates attended FERCAP 2012

## 2.26 International Pepper Community (IPC) 40<sup>th</sup> Session and Conference



IPC 40th conference and conference was held at Mt. Lavinia Hotel from 30<sup>th</sup> October to 2<sup>nd</sup> November 2012 and had provided a good flat form to intellectuals, Producers, Traders, Exporters and many other interested parties to exchange their ideas, build-up market linkage etc. The sessions were attended by well over 200 international participants giving opportunity to local Pepper industry as well as other spices industry members to exchange ideas and also to promote Sri Lanka in many other tourism aspects.

2.27 Given below are some of the Meetings of Reputed Corporates held in Sri Lanka

Indian Corporate Meetings 2012

| COMPANY NAME                      | AGENT             | DATE | PAX        |
|-----------------------------------|-------------------|------|------------|
| Johnson & Johnson Group           | Vivanta - Bentota | Jan  | 27         |
| BASF South Asia Incentive Meeting | Aitken Spence     | Feb  | 22         |
| Abbott Pharma                     | Vivanta - Bentota | Feb  | 160        |
| TESCO                             | Vivanta - Bentota | Feb  | 16         |
| Rediffusion Y&R                   | Taj Samudra       | Feb  | 40         |
| Sonu Niigam Concert / Star Events | Taj Samudra       | Feb  | 47         |
| Suntec Conference                 | Taj Samudra       | Feb  | 78         |
| Tesco Leadership Offsite          | Taj Samudra       | Feb  | 16         |
| IBM Senior Management Offsite     | Taj Samudra       | Mar  | 47         |
| IIM Kolkata Reunion               | Taj Samudra       | Mar  | 39         |
| BASF KTE Conference               | Aitken Spence     | Mar  | 20         |
| BASF Conference                   | Taj Samudra       | Mar  | 67         |
| <b>Total</b>                      |                   |      | <b>579</b> |

Some of Other Meetings/Conferences & Incentive groups

| COMPANY NAME                                                                     | AGENT       | DATE   | PAX | Country                                                                                                    |
|----------------------------------------------------------------------------------|-------------|--------|-----|------------------------------------------------------------------------------------------------------------|
| Azaq Group                                                                       | LSR         | 24-Jan | 37  | Saudi Arabia                                                                                               |
| Sri Lankan Ministry of Environment                                               | Taj Samudra | Jan    | 87  | Asian region                                                                                               |
| England 'A' Tour of Sri Lanka - England 'A' Team                                 | Taj Samudra | Feb    | 189 | UK                                                                                                         |
| Swiss Corporation                                                                | Taj Samudra | Feb    | 25  | Switzerland, India, Nepal, Bangladesh, Pakistan, Afganistan                                                |
| Iron Man 70.3 Sri Lanka Triathlon                                                | Taj Samudra | 12-Feb | 395 | USA, UK, France, Germany, Singapore, Hong Kong, Australia, Philippines, India, Greece, Turkey, Middle East |
| Lanka Standard Institute (SLSI)                                                  | Taj Samudra | Feb    | 114 | Switzerland, Pakistan, Kazakhstan, Kyrgyzstan, Azerbaijan, Austria, Ireland, Iran                          |
| British Council Conference                                                       | Taj Samudra | Feb    | 74  | UK, India                                                                                                  |
| IPPAI (Independent Power Producers Association of India) Asia Energy Summit 2012 | Taj Samudra | Feb    | 155 | India, Middle East                                                                                         |



|                                                          |                   |           |     |                                                         |
|----------------------------------------------------------|-------------------|-----------|-----|---------------------------------------------------------|
| ICC T20 Sponsor Forum                                    | Aitken Spence     | 19-24 Feb | 70  | UK                                                      |
| Tupperware Incentive group                               | Aitken Spence     | 8-13 Mar  | 132 | Belgium                                                 |
| Insurance Company group                                  | Tangerine Tours   | 16-Mar    | 42  | Baroda                                                  |
| Russian Incentive                                        | Vivanta - Bentota | Mar       | 34  | Russia                                                  |
| Kiwanis ASPAC Convention 2012                            | Aitken Spence     | 14-17 Mar | 385 | Asia Pacific                                            |
| England Tour of SL - England Team                        | Taj Samudra       | Mar       | 641 | UK                                                      |
| Embassy of Qatar - Military Delegation                   | Taj Samudra       | Mar       | 81  | Qatar                                                   |
| ADB Residential Conference                               | Taj Samudra       | Mar       | 75  | India, South East Asia,Pacific                          |
| United Kingdom Hydrographic Office (UKHO) Conference     | Taj Samudra       | Mar       | 187 | UK                                                      |
| England Tour of SL - Match Officials                     | Taj Samudra       | Mar       | 62  | India, Sri Lanka, Pakistan, Australia, UK, South Africa |
| ADB Gender & Urban Development Programme                 | Taj Samudra       | Mar       | 218 | India, South East Asia, Pacific                         |
| 12th North Indian Ocean Hydrographic Commission Workshop | Taj Samudra       | Mar       | 71  | UK, Sri Lanka                                           |
| Expo 2012 Exhibition (Export Development Board)          | Taj Samudra       | Mar       | 248 | India, Middle East, Asian                               |
| Holcim Dealer Meet                                       | Taj Samudra       | Mar       | 222 | Region                                                  |
| UN Global Compact Regional Meeting                       | Cinnamon Grand    | Nov       | 48  | Asia & Oceania                                          |
| ASOCIO Conference                                        |                   | Nov       |     |                                                         |

2.27 – A separate Schedule is given in this report stating the events that took place in Conference Venues such as BMICH, SLECC Etc. This excludes the events held elsewhere in hotels etc.

### 3 New Product Development

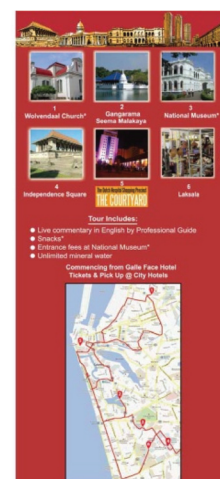
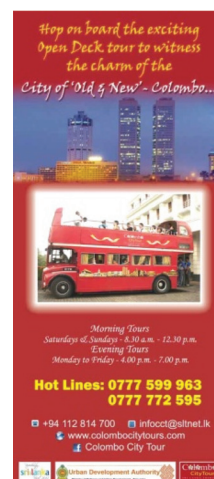
#### 3.1 SLCB has assisted UDA in the design and work of Hambantota Convention



#### 3.2 SLCB continues to assist promotion of new locations in Colombo, Negombo, Wadduwa and Hotels with Meeting facilities out of Colombo.



#### 3.3 SLCB assisted 'Court Yard' former Dutch hospital as an entertainment centres for tourists





## 4 Research

- 4.1 Data base – Bureau continues to maintain the data base which has over 5700 entries.
- 4.2 Bureau continued to work on business leads that are being pursued.
- 4.3 Bureau renewed its membership with International Congress and Convention Association (ICCA) with a view to strengthening its relationship for future benefits. Sri Lanka's membership with ICCA is maintained through SLCB only.

## 5 Training

- 5.1 On the request of SLCB, Colombo University has included MICE as a component to both Tourism Diploma and Tourism Master's Studies
- 5.2 Annual MICE Professional Development Program

This year training programme was held at Club Hotel Dolphin Waikkal from 28 to 30 June 2012 with a participation of 59 industry personnel and 3 International MICE experts.



10<sup>th</sup> SLCB MICE Professional Development Programme

## 6 Promotions

### 6.1 Publicity

#### 6.1.1 Listing in “Kompas”



#### 6.1.2 Article in TTG Asia Pacific



### 6.2 Promotional Material



SLCB maintains the following promotional materials

- Corporate Profile (CD)
- Print version of the Corporate Profile
- MICE films – three different versions are available
- MICE film on Negombo
- Incentive Brochure
- Brochure for special activities – New
- Meeting planner
- Corporate gifts
- Brochure for Jetliner – New
- Ramayanaya Brochure – New

Arrangements are being made to produce a new brochure and a new DVD on MICE



## 6.3 FAM Tours

- 6.3.1 FAM tour was arranged for Officials of Abacus International following the submission of the bid document – January 2012
- 6.3.2 FAM tour was arranged for Sonu Nigam group to Pinanwala and Kandy – February 2012

**SONU FLIES TO KANDY VIA AIR TAXI**



- 6.3.3 FAM tour organized for Indian MICE Operators and the media from Delhi, Mumbai, Bangalore and Chennai- 29 October to 2 November 2012



GM, SLCB speaking at the cocktail function organized by SLAPCEO

SLCB together with Sri Lankan Airline and industry partners hosted to over 60 MICE operators and Media from India. India is primary market for MICE tourism and SLCB will continue to promote this market bearing in mind the increasing overall outbound MICE travel from India.

## 6.4 Overseas Promotions

Following the decision to involve the Sri Lankan Missions to take part in MICE promotions, SLCB managed with following events

- 6.4.1 Mumbai – India – Completed – SLCB was represented by Consulate General in Mumbai

6.4.2 GIBTM – Abu Dhabi –  
SLCB was represented by  
SLAP CEO



6.4.3 IMEX – Frankfurt  
– Completed – SLCB was  
represented by SLAPCEO

## 6.5 Web Related Promotions

6.5.1 Web updating of [www.visitsrilana.net](http://www.visitsrilana.net) was carried out on daily basis

6.5.2 Featured on BBT

6.5.3 Featured on MICE Point

6.5.4 SLCB was successful in getting Google Alerts where Sri Lanka MICE news gets priority on relevant websites including eTurboNews

### ForImmediateRelease.Net

Travel News Distribution powered by eTurboNews:

International Council of Tourism Partners welcomes Sri Lanka Convention Bureau  
July 20, 2012 in Destinations



(Forimmediaterelease.net) HALEIWA, Hawaii, USA; BRUSSELS, Belgium; VICTORIA, Seychelles – The International Council of Tourism Partners (ICTP) announced that the Sri Lanka Convention Bureau (SLCB) has become the second destination member from the country.

The mission of the Sri Lanka Convention Bureau is to position Sri Lanka internationally as a unique venue for MICE activities, resulting in revenue from MICE tourism that will make a positive contribution to Sri Lanka's economy. This will also create jobs and uplift the standards of those engaged in the MICE industry.



## 7 Other Activities

### 7.1 Conceptualising the Fa Hien and Zheng Ho chamber in Galle Museum for the promotion of Incentive Travel from China



### 7.2 Assisting in the Nethadara Photographic Exhibition



### 7.3 Industry Relations

Sri Lanka Association of Professional Conference, Exhibitions and Events Organisers



SLCB worked closely with Sri Lanka Association of Professional Conference, Exhibitions and Events Organisers (SLAPCEO) in policy and operations towards development of the industry.

SLAPCEO AGM in September 2012 held in Negombo

### 7.3 Briefing Session to MICE Industry Members



SLCB held a briefing session to MICE industry members in order to discuss its anticipated overseas promotions for the coming years up to 2014. SLCB's marketing plan was designed according to the feedback received from the participants.

## 8. CSR Activities

8.1 “Poson Maha Ice-cream Dansala – Anuradhapura” on 4th of June

8.2 Abayagiriya re-construction





## 10. Finance & Administration

10.1 In accordance with the requirements Bureau has produced Mahinda Chintana Report, Performance Report, General Performance and Progress Reports, Actions plans, Activity reports

10.2 A report to the audit queries as well as COPE report has been submitted

10.3 Present Staff consists of

Mr Neil Rupasinghe – replaced Dr. Nalaka Godahewa - Chairman

Mr. Vipula Wanigasekera - General Manager

Ms. Achini Dandunnage - Senior Manager Operations

Ms. Kumudu Henedige - Manager Marketing

Ms. Ranjika Perera - Assistant Manager, Accounts and Administration

Ms. Peumi Peris - Assistant Manager, Research & Training

Ms. Shakila Talagala - Secretary/Coordinator

Mr. Sanjeewa Perera - Driver

10.4 Agreement with SriLankan Airlines – Bureau is in the process of negotiating with SriLankan Airlines for tickets to the value of Rs 2 million in joint promotional activities

10.5 GM SLCB continued to function as Acting Director General of Sri Lanka Tourism Development Authority in addition to his substantive position in SLCB



**Vipula Wanigasekera**  
General Manager

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**Sri Lanka Convention Bureau**  
**Statement of Financial Position**  
**as at 31<sup>st</sup> December 2012**

|                                   | Notes | 2012<br>Rs           | 2011<br>Rs           |
|-----------------------------------|-------|----------------------|----------------------|
| <b>ASSETS</b>                     |       |                      |                      |
| <b>Current Assets</b>             |       |                      |                      |
| Cash in Hand and at Bank          | 8     | 53,692,223.76        | 35,177,323.28        |
| Trade & Other Receivables         | 9     | 20,837,297.16        | 24,662,899.63        |
| Pre payments                      | 10    | 5,301,904.00         | 12,995,759.93        |
| Deposits                          | 11    | 80,000.00            | 55,000.00            |
| W.H.T. / VAT Receivable           |       | 450,553.57           | 450,553.57           |
| <b>Total Current Assets</b>       |       | <b>80,361,978.49</b> | <b>73,341,536.41</b> |
| <b>Non- Current Assets</b>        |       |                      |                      |
| Property, plant & equipment       | 12    | 10,281,255.65        | 9,905,459.96         |
| Less : Provision for Depreciation |       | 8,585,049.53         | 7,101,779.11         |
| <b>Written down value</b>         |       | <b>1,696,206.12</b>  | <b>2,803,680.85</b>  |
| Add : Work in progress            |       | -                    | -                    |
| Long Term Investments             |       | -                    | -                    |
| Total Non- Current Assets         |       | 1,696,206.12         | 2,803,680.85         |
| <b>Total Assets</b>               |       | <b>82,058,184.61</b> | <b>76,145,217.26</b> |
| <b>LIABILITIES</b>                |       |                      |                      |
| <b>Current Liabilities</b>        |       |                      |                      |
| Creditors                         | 13    | 58,949.34            | 4,323,187.94         |
| Accrued expenses                  | 14    | 1,070,155.56         | 638,275.94           |
| Provision for Retirement Gratuity |       | 954,007.00           | 804,425.00           |
| Total Current Liabilities         |       | 2,083,111.90         | 5,765,888.88         |
| <b>Net Assets</b>                 |       | <b>79,975,072.71</b> | <b>70,379,328.38</b> |
| <b>NET ASSETS/EQUITY</b>          |       |                      |                      |
| Opening Balance Equity            |       | 6,433,492.69         | 6,433,492.69         |
| Retained Earnings                 | 15    | 51,837,379.69        | 55,896,331.02        |
| Profit for the year               |       | 21,704,200.33        | 8,049,504.67         |
| <b>Total Net Assets/Equity</b>    |       | <b>79,975,072.71</b> | <b>70,379,328.38</b> |



.....  
Neil Rupasinghe  
Chairman  
Sri Lanka Convention Bureau



.....  
Vipula Wanigasekera.  
General Manager  
Sri Lanka Convention Bureau

**Sri Lanka Convention Bureau**  
**Statement of Financial Performance**  
**For the period ended 31<sup>st</sup> December 2012**

|                                          |      | 2012                 | 2011                 |
|------------------------------------------|------|----------------------|----------------------|
|                                          | Note | Rs                   | Rs                   |
| <b>Revenue</b>                           |      |                      |                      |
| Embarkation Levy                         |      | 60,878,416.91        | 41,667,139.27        |
| Tourism Development Levy                 |      | 25,883,991.03        | 25,990,827.91        |
| Other Revenue                            | 16   | 2,863,863.19         | 2,814,863.37         |
| <b>Total Revenue</b>                     |      | <b>89,626,271.13</b> | <b>70,472,830.55</b> |
| <b>Expenses</b>                          |      |                      |                      |
| Wages,Salaries & Employee Benefits       | 17   | 6,334,958.35         | 7,157,465.78         |
| Supplies and Consumables Used            | 18   | 2,985,692.09         | 3,816,528.74         |
| Marketing Related Expenditure            | 19   | 37,227,379.79        | 47,898,312.49        |
| Research & Development                   | 20   | 3,251,075.36         | 1,813,162.68         |
| Depreciation and Ammortization Expense   |      | 1,483,270.42         | 1,441,520.98         |
| Other Expenses                           | 21   | 644,600.00           | 261,600.00           |
| Finance Costs                            | 22   | 7,144.80             | 34,735.21            |
| Prior year adjustment                    | 6    | 15,987,949.99        | -                    |
| <b>Total Expenses</b>                    |      | <b>67,922,070.80</b> | <b>62,423,325.88</b> |
| <b>Surplus/ (Deficit) for the Period</b> |      | <b>21,704,200.33</b> | <b>8,049,504.67</b>  |



## Notes 15

### Sri Lanka Convention Bureau

#### Changes in equity statement for the year ended 31 December 2012

|                             | Retained Earnings | Capital Reserves    | Total                |
|-----------------------------|-------------------|---------------------|----------------------|
| Balance at 31 December 2011 | 63,945,835.69     | 6,433,492.69        | 70,379,328.38        |
| Profit for the year         | 21,704,200.33     |                     |                      |
| Cash transfer to treasury   | 12,108,456.00     |                     |                      |
| Balance at 31 December 2012 | 73,541,580.02     | <b>6,433,492.69</b> | <b>79,975,072.71</b> |

**Sri Lanka Convnetion Bureau**  
**Cash Flow Statement**  
**For the Year Ended 31 December 2012**

|                                                               |                |                |
|---------------------------------------------------------------|----------------|----------------|
| Cash flows from operating activities                          |                |                |
| Net Surplus/(Deficit) before taxation, and extraordinary item |                | 21,704,200.33  |
| Adjustments for                                               |                |                |
| Depreciation                                                  | 1,483,270.42   |                |
| Staff loan & Deposit interest                                 | (31,863.19)    |                |
| Provision for gratuity                                        | 149,582.00     | 1,600,989.23   |
| Operating Surplus/(Deficit) before working capital changes    |                | 23,305,189.56  |
| Changes in working capital-Inflow/(Outflow)                   |                |                |
| (Increase)/Decrease in trade receivables                      | 3,825,602.47   |                |
| (Increase)/Decrease in prepayments                            | 7,693,855.93   |                |
| Increase/(Decrease) in trade payables                         | 4,264,238.60   |                |
| Increase/ (Decrease) in accrued expenditure                   | 98,835.61      |                |
| Increase/(Decrease) in Deposits                               | (25,000.00)    | 15,857,532.61  |
| Net cash from operating activities                            |                | 39,162,722.17  |
| Cash flow s from investing activities                         |                |                |
| Staff loan & Deposit interest                                 | 31,863.19      |                |
| Purchase of property, plant and equipment                     | (375,795.69)   |                |
| Bank Interest Received                                        |                | (343,932.50)   |
| Net cash used in investing activities                         |                | (93,136.63)    |
| Cash flows from financing activities                          |                |                |
| Decrease Retain Earnings                                      | (4,058,951.33) | (4,058,951.33) |
| Net cash used in financing activities                         |                | (4,058,951.33) |
| Net Decrease in cash and cash equivalents                     |                | 35,010,634.21  |
| Cash and cash equivalents at beginning of period ( Note 02 )  |                | 35,177,323.28  |
| Cash and cash equivalents at end of period ( Note 01 )        |                | 53,692,223.76  |

Notes to Cash Flow Statement

Note :01

Composition of cash and cash equivalents

|                                       |               |
|---------------------------------------|---------------|
| Cash in hand and at bank - (S.L.C.B ) | 35,177,323.28 |
|                                       | 35,177,323.28 |

Note :02

Cash Balance of S.L.C.B. as at 01.01.2012

|                               |               |
|-------------------------------|---------------|
| Cash Balance as at 31.12.2012 | 35,177,323.28 |
|                               | 53,692,223.76 |

**SRI LANKA CONVENTION BUREAU  
NOTES TO THE ACCOUNTS  
YEAR ENDED 31<sup>ST</sup> DECEMBER 2012**

**01. General Information**

**SRI LANKA CONVENTION BUREAU ( SLCB)**

The Sri Lanka Convention Bureau incorporated under the Tourism Act No 38 of 2005 and domiciled in Sri Lanka. The registered office and the principal place of business of the Bureau is located at 4th Floor, Hotel School Building #78, Galle Road, Colombo 3.

The SLCB is engaged in promoting conferences, corporate meetings, incentive travel and exhibitions.

**02. Basis of Preparation and Accounting Policies**

As per the section 1.1 of the Sri Lanka financial Reporting Standard ( SLFRS) for small and Medium -Sized Entities ( SME's) Sri Lanka Convention Bureau does not come under the exempted establishment, therefore financial statements have been prepared in compliance with the SLFRS for SME's

**03. Explanation of Transition to the SLFRS for SME's**

These financial statements for the year 2012 are the first financial statements that comply with the SLFRS for SMEs. The date of transition to the SLFRS for SME's is 1st January 2011. The last financial statements prepared in accordance with SLAS were for the year ended 31 December 2011

**04. Property, plant and equipment**

All property, plant and equipment are stated at historical cost which is at purchase cost or construction cost.

Depreciation is provided on cost with relevance to the period of ownership. The depreciation rates are as follows.

| <b>Assets</b>          | <b>Rate</b> |
|------------------------|-------------|
| Office equipment       | 10%         |
| Motor vehicles         | 25%         |
| Furniture and fittings | 10%         |

**05. Liabilities and provision**

All material liabilities as at balance sheet date have been included in the accounts.

**06. Retirement benefits**

Provision has been made for the retirement benefit payable under the Payment of Gratuity Act No. 12 of 1983. Terminal benefits are provided for on the basis of half month current salary for every year of continued service. However the liability becomes due on completion of 5 years.

**07. Prior Year Adjustment**

Prior year adjustment made during the year 2012, there was provision made for Embarkation and TDL receivable from SLTDA since year

2010. But after reconciling in year 2012 we have taken correct figure to 2012 accounts and balance amount written off from prior year adjustment its not necessary to carried forward incorrect figure under Receivable.



**Sri Lanka Convention Bureau**  
**Notes to the Financial Statements**  
**For the period ended 31<sup>st</sup> December 2012**

**08. Cash in Hand and at Bank**

| <b>Item</b>                          | <b>2012 ( Rs)</b> | <b>2011 ( Rs.)</b> |
|--------------------------------------|-------------------|--------------------|
| Cash at Bank - Bank of Ceylon        | 46,843,880.56     | 31,388,275.28      |
| Cash at Bank -Peoples Bank           | 6,828,343.20      | 3,789,048.00       |
| Petty cash                           | 20,000.00         | -                  |
| Total of cash in hand & bank balance | 53,692,223.76     | 35,177,323.28      |

**09. Trade & Other Receivable**

| <b>Item</b>                            | <b>2012 ( Rs)</b> | <b>2011 ( Rs.)</b> |
|----------------------------------------|-------------------|--------------------|
| Staff Loan                             | 636,013.83        | 861,977.79         |
| Festival Advances                      | 1,000.00          | 2,000.00           |
| Lanka Exhibition & Conference Services | -                 | 39,200.00          |
| Sri Lanka Tourism Develop Authority    | 20,170,673.33     | 23,730,111.84      |
| Institute of Travel & Tourism Mgt      | 450.00            | 450.00             |
| Ministry of Tourism                    | 29,120.00         | 29,120.00          |
| Sunway Holidays                        | 1,800.00          | 1,800.00           |
| Tangerine Tours                        | (1,760.00)        | (1,760.00)         |
| Total                                  | 20,837,297.16     | 24,662,899.63      |

**10. prepayments**

| <b>Item</b>                 | <b>2012 ( Rs)</b>   | <b>2011 ( Rs.)</b>   |
|-----------------------------|---------------------|----------------------|
| Payment for Promotions      | 4,700,644.63        | 9,843,914.21         |
| Insurance                   | 110,449.26          | 98,843.06            |
| Office Equipment Maintnance | 490,810.11          | 357,978.56           |
| GIBTM Space cost            | -                   | 2,695,024.10         |
| <b>Total</b>                | <b>5,301,904.00</b> | <b>12,995,759.93</b> |

**11. Deposits**

| <b>Item</b>          | <b>2012 ( Rs.)</b> | <b>2011 ( Rs.)</b> |
|----------------------|--------------------|--------------------|
| Sri Lanka Telecom    | 5,000.00           | 5,000.00           |
| C.F. De Mel and Sons | 75,000.00          | 50,000.00          |
| <b>Total</b>         | <b>80,000.00</b>   | <b>55,000.00</b>   |

## 12. Property, Plant & Equipment

Note No. 2A

| Note | Code | Description          | Balance as at<br>01.01.2012 | Additions<br>2012 | Transfer<br>2012 | Balance as at<br>31.12.2012 | Acc. Depreciation as at<br>01.01.2012 | Depreciation<br>31.12.2012 | Acc. Depreciation as<br>at 31.12.2012 | Net Book Value as at<br>31.12.2012 |
|------|------|----------------------|-----------------------------|-------------------|------------------|-----------------------------|---------------------------------------|----------------------------|---------------------------------------|------------------------------------|
| 3.1  | 101  | Office Equipments    | 5,297,992.69                | 158,977.60        |                  | 5,456,970.29                | 4,895,345.74                          | 542,102.27                 | 5,437,448.01                          | 19,522.28                          |
| 3.2  | 103  | Furniture & Fittings | 728,967.27                  | 216,818.09        |                  | 945,785.36                  | 715,402.12                            | 79,543.15                  | 794,945.27                            | 150,840.09                         |
| 3.3  | 110  | Motor Vehicles       | 3,158,500.00                | -                 |                  | 3,158,500.00                | 987,031.25                            | 789,625.00                 | 1,776,656.25                          | 1,381,843.75                       |
| 3.4  | 111  | Software             | 720,000.00                  | -                 |                  | 720,000.00                  | 504,000.00                            | 72,000.00                  | 576,000.00                            | 144,000.00                         |
|      |      | Sub Total            | 9,905,459.96                | 375,795.69        |                  | 10,281,255.65               | 7,101,779.11                          | 1,483,270.42               | 8,585,049.53                          | 1,696,206.12                       |

### 13. Creditors

| Item                                 | 2012 ( Rs.)      | 2011 ( Rs.)         |
|--------------------------------------|------------------|---------------------|
| Mobitel Pvt Ltd                      | 12,535.24        | 12,740.10           |
| American Premium Water               | 1,214.63         | 1,461.39            |
| Colombo South Corporative Society    | 11,948.00        | -                   |
| Sealcine                             | -                | 285,742.80          |
| SLTDA -Welfare Association           | 7,375.00         | 3,834,487.89        |
| Sri Lanka Telecom                    | 21,313.59        | 21,097.02           |
| S.L Institute of Tourism & Hotel Mgt |                  | 98,469.12           |
| Suntel                               | 4,562.88         | 3,790.87            |
| C.F De Mel & Sons                    | -                | 17,598.75           |
| Jetwing Travels / Tecno Forms        | -                | 47,800.00           |
| <b>Total</b>                         | <b>58,949.34</b> | <b>4,323,187.94</b> |

### 14. Accrued Expenses

| Item                            | 2012 ( Rs.)         | 2011 ( Rs.)       |
|---------------------------------|---------------------|-------------------|
| Payable to staff                | 333,044.01          | 241,045.00        |
| WHT Payable                     | 16,975.00           | 16,975.00         |
| Vat Payable                     | -                   | 70,510.00         |
| E.P.F Payable                   | 150,336.49          | 57,770.01         |
| E.T.F Payable                   | 11,162.13           | -                 |
| Payee Payable                   | 2,289.00            | (138.00)          |
| Phoenix Ogilvy                  | 1,785.93            | 1,785.93          |
| SRL Payable                     | -                   | 328.00            |
| Sri Lanka Tourism Dev Authority | 144,563.00          | -                 |
| Institute of Applied Statistics | -                   | 250,000.00        |
| Auditor General Departement     | 410,000.00          | -                 |
| <b>Total</b>                    | <b>1,070,155.56</b> | <b>638,275.94</b> |

### Notes 15

Sri Lanka Convention Bureau

Changes in equity statement for the year ended 31 December 2012

|                             | Retained Earnings | Capital Reserves | Total         |
|-----------------------------|-------------------|------------------|---------------|
| Balance at 31 December 2011 | 63,945,835.69     | 6,433,492.69     | 70,379,328.38 |
| Profit for the year         | 21,704,200.33     |                  |               |
| Cash transfer to treasury   | 12,108,456.00     |                  |               |
| Balance at 31 December 2012 | 73,541,580.02     | 6,433,492.69     | 79,975,072.71 |



**16. Other Revenue**

| <b>Item</b>                      | <b>2012 (Rs)</b>    | <b>2011 ( Rs.)</b>  |
|----------------------------------|---------------------|---------------------|
| Interest Income - Staff Loans    | 31,863.19           | 26,188.63           |
| Bank Interest                    | -                   | 108,674.74          |
| Other income -Participation fees | 2,832,000.00        | 2,680,000.00        |
| <b>Total</b>                     | <b>2,863,863.19</b> | <b>2,814,863.37</b> |

**17. Wages,Salaries & Employee Benefits**

| <b>Item</b>                 | <b>2012 ( Rs)</b>   | <b>2011 ( Rs.)</b>  |
|-----------------------------|---------------------|---------------------|
| Salaries & Allowances       | 3,653,459.60        | 4,269,576.55        |
| Holiday & Other Allowances  | 451,477.00          | 444,509.35          |
| Chairmans Allowances        | 667,081.25          | 281,906.25          |
| Overtime                    | 155,935.99          | 158,657.50          |
| Board's contribution to EPF | 518,798.77          | 504,813.25          |
| Board's contribution to ETF | 89,664.40           | 107,564.59          |
| Staff Welfare               | 253,235.13          | 396,358.79          |
| Uniforms to Staff           | 22,382.35           | 11,515.00           |
| Travelling local            | 176,474.86          | 561,949.00          |
| Gratuity                    | 149,582.00          | 126,162.50          |
| Attendance Incentive        | 196,867.00          | 294,453.00          |
| <b>Total</b>                | <b>6,334,958.35</b> | <b>7,157,465.78</b> |

**18. Supplies and Consumables Used**

| <b>Item</b>              | <b>2012 ( Rs)</b>   | <b>2011 ( Rs.)</b>  |
|--------------------------|---------------------|---------------------|
| Printing & Stationery    | 742,701.03          | 269,083.58          |
| Telephones               | 531,413.37          | 662,285.30          |
| Postage & Courier        | 46,986.46           | 49,183.59           |
| Office Requirments       | 83,663.73           | 112,914.95          |
| Insurance                | 354,433.49          | 220,918.58          |
| Maintenance - Office     | 82,918.92           | 133,328.54          |
| Vehicle fuel             | 398,315.04          | 463,230.15          |
| Hire of Vehicles         | 360,000.00          | 934,216.70          |
| Maint. & Repair vehicles | 212,655.56          | 58,779.00           |
| Sundry                   | 8,064.15            | 5,173.00            |
| Vat                      | 164,540.34          | 907,415.35          |
| <b>Total</b>             | <b>2,985,692.09</b> | <b>3,816,528.74</b> |

**19. Marketing Related Expenditure**

| <b>Item</b>                      | <b>2012 ( Rs)</b>    | <b>2011 ( Rs.)</b>   |
|----------------------------------|----------------------|----------------------|
| Overseas Promotions /Fairs       | 15,110,694.25        | 6,352,915.09         |
| Printing /Production             | 362,280.45           | 2,084,560.06         |
| Advertising                      | 248,741.14           | 250,805.00           |
| Ramayanaya Project               | 76,500.00            | 637,299.20           |
| Marketing Expenses -Other        | 388,868.59           | 1,890,419.33         |
| Event Supports                   | 21,040,295.36        | 34,479,152.60        |
| Feel Sri Lanka                   | -                    | 2,089,661.53         |
| Presentation to Corporate /Local | -                    | 113,499.68           |
| <b>Total</b>                     | <b>37,227,379.79</b> | <b>47,898,312.49</b> |

**20. Research & Development**

| <b>Item</b>              | <b>2012 ( Rs)</b>   | <b>2011 ( Rs.)</b>  |
|--------------------------|---------------------|---------------------|
| ICCA Membership          | 445,787.59          | 421,040.85          |
| Database Maintenance     | 15,000.00           | 15,000.00           |
| SLCB Training Programmes | 2,057,541.63        | 1,008,809.83        |
| Conference Bid Supports  | 732,746.14          | 368,312.00          |
| <b>Total</b>             | <b>3,251,075.36</b> | <b>1,813,162.68</b> |

**21. Other Expenses**

| <b>Item</b>            | <b>2012 ( Rs)</b> | <b>2011 ( Rs.)</b> |
|------------------------|-------------------|--------------------|
| Board Member Allowance | 234,600.00        | 195,000.00         |
| Professional Fees      | 410,000.00        | -                  |
| Donations              | -                 | 66,600.00          |
| <b>Total</b>           | <b>644,600.00</b> | <b>261,600.00</b>  |

**22. Finance Costs**

| <b>Item</b>  | <b>2012 (Rs)</b> | <b>2011 ( Rs.)</b> |
|--------------|------------------|--------------------|
| Debit Tax    | -                | 17,321.21          |
| Bank charges | 7,144.80         | 17,414.00          |
| <b>Total</b> | <b>7,144.80</b>  | <b>34,735.21</b>   |







**විගණකාධිපති දෙපාර්තමේන්තුව**  
**கணக்காய்வாளர் தலைமை அறிபதி திணைக்களம்**  
**AUDITOR GENERAL'S DEPARTMENT**



මගේ අංකය  
எனது இல  
My No

TM/K/SLCB/FA/2012

ඔබේ අංකය  
உமது இல  
Your No.

දිනය  
திகதி  
Date

20 November 2013

The Chairman,  
Sri Lanka Convention Bureau.

**Report of the Auditor General on the Financial Statements of the Sri Lanka Convention Bureau 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 the Financial Statements of the Sri Lanka Convention Bureau (SLCB) for the year ended 31 December 2012 comprising the Statement of Financial Position as at 31 December 2012 and the Statement of Financial Performance, statement of changes in equity and cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information was carried out under my direction in pursuance of provisions in Article 154 (1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 13 (1) of the Finance Act No. 38 of 1971, and Section 20 of the Tourism Act No.38 of 2005 .My comments and observations which I consider should be published with the Annual Report of the Bureau in terms of Section 14(2)(c) of the Finance Act appear in this report. A detailed report in terms of Section 13(7)(a) of the Finance Act was issued to the Chairman of the Bureau on 17 September 2013.

**1.2 Responsibility of the Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Sri Lanka Financial Reporting Standards for Small & Medium sized Entities and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

අංක 306/72 පොල්දූව පාර,  
බත්තරමුල්ල , ශ්‍රී ලංකාව

දුරකථනය  
தொலைபேசி  
Telephone. } 2887028 -34

இல. 306/72, பொல்துவ வீதி,  
பத்தரமுல்லை இலங்கை

ෆැක්ස් අංකය  
பக்ஸ் இல  
Fax No. } 2887223

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Battaramulla , Sri Lanka

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

### **1.3 Auditor's Responsibility**

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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 judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Bureau'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 Bureau'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 the financial statements. Sub-sections (3) and (4) of Section 13 of the Finance Act, No.38 of 1971 give discretionary powers to the Auditor General to determine the scope and extent of the audit.

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

### **1.4 Basis for Qualified Audit Opinion**

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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 Sri Lanka Convention Bureau as at 31 December 2012 and its financial performance and cash flow for the year then ended in accordance with Sri Lanka Financial Reporting Standards for Small & Medium sized Entities.

### **2.2 Comments on Financial Statements**

#### **2.2.1 Accounting Deficiencies**

Following accounting deficiencies were observed in audit.

- (a) According to the accounts, monthly fuel allowances amounting to Rs. 360,000 had been accounted for as vehicle rentals.
- (b) Tourism Development Levy income amounting to Rs.5,732,834 had been accounted for as Embarkation Levy income.

#### **2.2.2 Unreconciled Control Accounts**

Following balances in the accounts had not been reconciled with the corresponding subsidiary records balances.

| Description of control accounts | Balance as per accounts | Description of subsidiary records                                  | Balance as per subsidiary records | Difference | Observations                                                 |
|---------------------------------|-------------------------|--------------------------------------------------------------------|-----------------------------------|------------|--------------------------------------------------------------|
| -----                           | -----                   | -----                                                              | -----                             | -----      | -----                                                        |
|                                 | Rs.                     |                                                                    | Rs.                               | Rs.        |                                                              |
| SLCB                            | Nil                     | Sri Lanka Institute of Tourism and Hotel Management Final Accounts | 14,498                            | 14,498     | This amount had been shown as debtor in SLITHM balance sheet |



|                                    |            |                        |            |         |                                          |
|------------------------------------|------------|------------------------|------------|---------|------------------------------------------|
| Property<br>plant and<br>Equipment | 10,281,256 | Verification<br>sheets | 11,233,282 | 952,026 | Difference<br>had not been<br>reconciled |
|------------------------------------|------------|------------------------|------------|---------|------------------------------------------|

### 2.2.3 Lack of Evidence for Audit

---

Payment of Rs. 339,000 made for the participants of the Jaffna International Trade Fair could not be satisfactorily vouched in audit without the details of foreign participants.

### 2.2.4 Non - compliance with Laws, Rules, Regulations and Management Decisions

---

Following instances of non- compliance were observed in audit.

| Reference to Laws, Rules,<br>Regulations and Management<br>Decisions | Non-compliance                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a) Section 2.10 of Chapter VI of<br>the Establishments Code.        | Copies of the letters related to the recruitments, transfers, promotions, payments of salary increments and disciplinary actions against the employees should be furnished to audit. However, the Bureau had not furnished the said information to audit. |

**(b) Public Enterprise Guidelines  
for Good Governance Circular  
No.PED/12 of 2 June 2003.**

(i) Sections 5.1 and 5.2 of Chapter 5     An updated copy of the Corporate Plan approved by the Board need to be forwarded to the Auditor General at least 15 days before the commencement of the financial year. However, the Bureau had failed to comply with this requirement.

(ii) Section 9.14.1 of Chapter 9     Though the manual of procedures with a chapter on human resource management providing rules and regulations on all matters relating to management of human resources should have been approved by the Board together with the concurrence of the Secretary to the Treasury, the Bureau had failed to comply with this requirement.

**(c) Sections 4.2.1 (a) and (c) of  
Chapter 4 of the National  
Procurement Agency Circular  
No. 08 of 25 January 2006**     Although a procurement plan should be prepared covering at least three years together with a detailed plan for next year, the Bureau had not prepared as required.

**(d) Treasury Circular No.IAI/2002/2  
of 28 November 2002**     Fixed assets register for computers, computer accessories and software owned by the Bureau, had not been maintained as per requirement of the circular.

### **3. Financial Review**

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#### **3.1 Financial Results**

---

According to the financial statements presented, the operations of the Bureau for the year ended 31 December 2012 had resulted in a surplus of Rs. 21,704,200 as compared with the corresponding surplus of Rs. 8,049,504 for the preceding year, thus indicating an increase of Rs. 13,654,696 in the financial result. The increase of Embarkation levy income had been the reason for the improvement of financial results.

#### **3.2 Analytical Financial Review**

---

The revenue of the Bureau for the year under review was Rs. 89 million as compared with the revenue of Rs. 70 million in the preceding year representing an increase of 27 per cent. Whereas the expenditure spent for the Trade related and Marketing and promotional activities during the year under review was Rs. 68 million when compared with Rs. 62 million in the previous year. This indicated an increase of 8.8 per cent.

### **4. Operating Review**

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#### **4.1 Utilization of Human Resources**

---

Over 45 per cent of approved cadre had been in vacant in the Bureau. The total costs on human resources during the preceding year and the year under review were Rs.7.1 million and Rs. 6.3 million respectively. Thus, indicating of the cost per employee were Rs. 1,022,495 and Rs.1,055,826 during the preceding year and the year under review respectively

#### **4.2 Utilization of Vehicles**

---

Following observations are made

- (a) One vehicle had been used by the Bureau during the year under review. According to the information provided to audit, distance traveled and the running cost of the vehicle during the year under review were 26,776 Km and



Rs. 503,208 respectively. Thus, the running cost per Km without the depreciated value was Rs. 18.79.

- (b) In addition, a sum of Rs. 475,800 had been reimbursed to Sri Lanka Tourism Development Authority for hiring of a vehicle during the year under review. Distance travelled by the hired vehicle was 12,200 km. Hence the cost per Km was Rs.39.

## **5. Accountability and Good Governance**

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### **5.1 Corporate Plan and Action Plan**

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A Corporate plan and Annual Action plan had been prepared by the Bureau, but it was observed in audit that the activities of the Bureau had been carried out without having proper guidance and the achievable strategic targets as per the above plans.

### **5.2 Internal Audit**

---

Internal Audit functions of the Bureau have been covered by the Internal Audit Division of the Ministry. However, no any audit function relating to the operations of the Bureau had been carried out by the above internal audit division in terms of Financial Regulations No. 133.

### **5.3 Budgetary Control**

---

The following observations are made

- (a) Even though a budget had been prepared, the Board approval for the budget had not been obtained before 03 months of the financial year, in terms of Section 8 (1) of the Finance Act No.38 of 1971.
- (b) Significant variances were observed between the budget and the actual for the year under review thus indicating that the budget had not been made use as an effective instrument of management control.

6. **Systems and Controls**

-----

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

- (a) Accounting
- (b) Conducting of promotional activities
- (c) Human resource management
- (d) Foreign advances
- (e) Internal audit functions
- (f) Budget

  
H.A.S. Samaraweera  
Auditor General

**Events with International relations, some of which had SLCB involvement at some stage of the process from bidding, organising, implementation and value additions. These are not the total number of events held in Sri Lanka but presented only for reference for the importance of M ICE industry.**

| <b>Local Institution/Host</b>                                                          | <b>Event</b>                                                               | <b>Period</b>                |
|----------------------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------|
| The Indian Cultural Centre –Colombo,<br>Bandaranaike Centre for International Studies, | Conference on “Tigers in the Wild”                                         | 09 January 2012              |
| JASTECA & AOTS in Japan                                                                | “The Challenge for a change in taking the Tea Industry to a New Era”       | 13 January 2012              |
| Pakistan High Commission                                                               | 46th Annual General Meeting of Sri Lanka – Pakistan Friendship Association | 13 January 2012              |
| BCIS                                                                                   | Ignited Minds of Youth is Great Resource for the Nation”                   | 21 January 2012              |
| LECS                                                                                   | Jaffna International Trade Fair 2012                                       | 20-22 January 2012           |
| RCU                                                                                    | “Edex 2012” (Colombo)                                                      | 20-22 January 2012           |
| LECS                                                                                   | “Adyapana 2012” Higher Education & Career Exhibition (Jaffna)              | 20-22 January 2012           |
| Art of Living Foundation                                                               | “The Magic of Tea” World Tea Festival                                      | 29 January-3 February 2012   |
| Ministry of Plantation Industries                                                      | 20th Session of the Intergovernmental Group on Tea of the FAO              | 30 January-1 February 2012   |
| Colombo Tea Traders’ Association with Sri Lanka Tea Board                              | The Colombo International Tea Convention                                   | 01-03 February 2012          |
| Mt. Lavinia Hotel                                                                      | German Slow Food Night                                                     | 02 February 2012             |
| PCO                                                                                    | Marathi Conference                                                         | 10 February                  |
| Bar Association                                                                        | Legal Process Outsourcing versus Restructuring                             | 2012<br>9 – 10 February 2012 |



|                                            |                                                                                                                          |                     |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|---------------------|
| SL EDB                                     | 4 <sup>th</sup> Footwear & Leather Fair 2012                                                                             | 10-12 February 2012 |
| AIESEC University of Moratuwa              | International Youth Forum                                                                                                | 11 February 2012    |
| Victoria Golf and Country Resort           | 14 <sup>th</sup> Donald Steel Golf Championship                                                                          | 11 February 2012    |
| Sri Lanka Malaysia Business Council        | The Asia Pacific Entrepreneurship Awards 2012                                                                            | 12 February 2012    |
| Star Events                                | Sonu Nigam Concert                                                                                                       | 18 February 2012    |
| Iron Man Organizing Committee in Sri Lanka | Iron Man                                                                                                                 | 19 February 2012    |
| SL Institute of Architects                 | “Architect 2012” Members’ Work & Trade Exhibition                                                                        | 23-26 February 2012 |
| HSBC                                       | HSBC Colombo Fashion Week                                                                                                | 24-26 February 2012 |
| SLIM                                       | International Marketing Conference                                                                                       | 01 March 2012       |
| SLIM                                       | AMF(Asian Marketing Federation) Board Meeting                                                                            | 02 March 2012       |
| ACESL                                      | Asia Pacific Regional Conference in Engineering                                                                          | 02 March 2012       |
| SLPA                                       | 12 <sup>th</sup> Asia and Oceania Regional Meeting and Port Forum of the International Association of Ports and Harbours | 8-9 March 2012      |
| SLPA                                       | International Exhibition on Air Freight, Shipping & Logistics                                                            | 8-10 March 2012     |
| EDB                                        | Sri Lanka Expo 2012                                                                                                      | 28-30 March 2012    |
| SLTC                                       | Final Governor’s Cup (Horse Race) – Nuwara Eliya                                                                         | 22 April 2012       |
| Sri Lanka Ports Authority                  | Southern Asia Ports Logistics & Shipping Exhibition & Conference                                                         | 26-27 April 2012    |
| SLECC                                      | The Great Indian Education Fair                                                                                          | 28 – 29 April       |
| US (Singapore)                             | General Management Development – Public Program                                                                          | 08- 11 May 2012     |
| SL Institute for Packaging                 | “Lankapack ‘12” International Packaging Exhibition                                                                       | 25-27 May 2012      |

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| Institute of Chemistry, Ceylon                                        | International Conference on Chemical Sciences                              | 20-22 June 2012              |
| Ceylon Institute of Builders                                          | “Construction Expo 2012” International Exhibition & Symposium              | 29 June-1 July 2012          |
| SL Medical Association                                                | International Conference & Exhibition                                      | 2-6 July 2012                |
| Dance Academy of SL                                                   | Rhythm world Dance sport championship m                                    | 8 July                       |
| SLFPA                                                                 | Pro Food / Pro Pack                                                        | 06-08 July 2012              |
| Sri Lanka Ports Authority (SLPA)                                      | Sri Lanka ports, Trade & Logistics Conference                              | 10-11 July 2012              |
| Comp Society of SL                                                    | 30 <sup>th</sup> National Information Technology Conference 2012           | 10-11 July 2012              |
| Ceylon Hotel School Graduates Association                             | Hotel Show 2012                                                            | 13-15 July 2012              |
| FCCISL                                                                | International Conference on Trade Facilitation in South Asia               | 13 July 2012                 |
| ICTA                                                                  | SAARC Future Gov Summit 2012                                               | 18-19 July 2012              |
| Connaissance De Ceylan                                                | Lanka Challenge                                                            | 31 August -11 September 2012 |
| Enterprising Fairs India Pvt. Ltd                                     | SRI LANKA PLAST 2012                                                       | 10 -12 August 2012           |
| Sri Lanka Army                                                        | International Defense seminar on 5Rs “ Towards lasting Peace & Stability”  | 8-10 August 2012             |
| National Construction Association of Sri Lanka                        | Construct 2012                                                             | 10 -12 August 2012           |
| Confederation of Indian Industry                                      | The Indian Show                                                            | 3-5 August 2012              |
| Sri Lanka College of Pediatricians                                    | The Annual Academic Sessions of the Sri Lanka College of Pediatricians     | 11-12 August 2012            |
| National Botanical Gardens                                            | Workshop on Evolution, Biodiversity & Conservation of Sri Lankan Bryoflora | 6-11 August 2012             |
| Earth Dream International (EDI), AIESEC Sri Lanka and Sri Lanka Youth | Youth Fest 2012 (workshop)                                                 | 24-26 August 2012            |

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| Health Authority                                   | Arogya International Healthcare Exhibition and Medical Symposium                                        | 17-19 August 2012              |
| SAARC Cultural Centre & Buddhist Cultural Centre   | SAARC International Conference on Archeology of Buddhism Recent Discoveries in South Asia.              | 22-24 August 2012              |
| FOSME                                              | Forum of Sri Lankan Medical Educationalist                                                              | 10-11 August 2012              |
| Kite Sri Lanka                                     | Nilahase Wasanthaya ( National Kite Festival )                                                          | 25-26 August 2012              |
| Association of Bankers of Sri Lanka                | 24th Anniversary Convention of Association of Bankers of Sri Lanka                                      | 13-14 August 2012              |
| Sri Lanka Institute of Nano technology             | Nano Science & Nano Technology in Sri Lanka from science to commercialization                           | 24-25 August 2012              |
| Sports Ministry/NOC/SL Sports Medicine Association | Sports Medicine Conference of the Asian Region                                                          | 24-26 August 2012              |
| Parliament of SL                                   | Commonwealth Conference of Parliamentarians                                                             | 07-15 September 2012           |
| Tea/Rubber/Coconut Research Institutes             | 4 <sup>th</sup> Symposium on Plantation Crop Research                                                   | 20-21 September 2012           |
| College of Ophthalmologists of Sri Lanka           | 21 <sup>st</sup> Annual Congress & Scientific Sessions 2012 of College of Ophthalmologists of Sri Lanka | 20-23 September 2012           |
| Sri Lanka Institute of Architects                  | Architects Work & Trade Exhibition                                                                      | 21-23 September 2012           |
| Futurex Trade Fair & Events Pvt Ltd                | Sri Lanka Windows & Doors International Expo 2012                                                       | 29 September – 01 October 2012 |
| Futurex Trade Fair & Events Pvt Ltd                | Sri Lanka Glass International Expo 2012                                                                 | 29 September – 01 October 2012 |
| Futurex Trade Fair & Events Pvt Ltd                | Aluminum Extrusion International Expo 2012                                                              | 29 September – 01 October 2012 |
| Eisenhower Fellowship Association of Sri Lanka     | EH South Asia Conference 2012                                                                           | 27-29 September 2012           |
| College of Physicians                              | Annual conference                                                                                       | 13-15 September 2012           |
| ASHRAE Sri Lanka                                   | ASHRAE conference                                                                                       | 28-30 September 2012           |



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| Telecommunication Regulatory Commission in Sri Lanka | International Telecom Conference                                             | 03-05 October 2012       |
| Faculty of Medicine, University of Colombo           | Annual Conference of the Asia-Pacific Academic Consortium for Public Health  | 14-17 October 2012       |
| Institute of Engineers of Sri Lanka                  | Techno 2012                                                                  | 12-14 October 2012       |
| CCC                                                  | Asia Pacific Trade Facilitation Forum                                        | 2-3 October 2012         |
| Asian Development Bank                               | Asia Pacific Economic Corporation –Regional Seminar                          | 8-12 October 2012        |
| SL Association for Quality                           | 18 <sup>th</sup> Asia Pacific Quality Conference                             | 14 -17 October 2012      |
| Walkers Tours                                        | Lupin Pharma –Conference & Awards night                                      | 11-13 October            |
| Telecommunication Regulatory Commission              | 12 <sup>th</sup> Global Symposium for regulator GSR 12                       | 2-4 October 2012         |
| The Institute of Chartered Accountants of Sri Lanka  | International Conference on Integrated Reporting                             | 20 October 2012          |
| Sri Lanka College of Pediatricians                   | 6 <sup>th</sup> Asian Congress of Pediatric Infectious Diseases              | 24-27 October 2012       |
| Ministry of Agriculture/ CIC                         | Conference of National Food and Nutrition Security 2012                      | 17 October 2012          |
| European chamber of Commerce of Sri Lanka            | Towards Sustainable Tourism : The Responsible Approach                       | 2 October 2012           |
| Telecom Regulatory Commission of Sri Lanka and ITU   | ITU Annual Global Symposium                                                  | 2-4 October 2012         |
| FCCISL/PICO                                          | Hotel Hospitality & Food Sri Lanka 2012                                      | 18-20 October 2012       |
| IATA                                                 | IATA Global Aviation Summit                                                  | 13-15 November           |
| Sri Lanka Medical Association                        | 6 <sup>th</sup> Annual Meeting of the Association of Sri Lankan Neurologists | - 16 to 18 November 2012 |
| Neurologist Association                              | Neurologist conference                                                       | 16-18 November 2012      |
| Physiological Society of SL                          | 3 <sup>rd</sup> South Asian Association of Physiologists' Conference         | 6-9 November 2012        |

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| Institute of Certified Professional Managers       | MIM-CPM International Management Conference 2012                                              | 16-17 November 2012                             |
| Victory conventions ltd                            | Indian auto exhibition                                                                        | 4 – 6 January 2013                              |
| Event media ltd                                    | Viwaha bridal fair                                                                            | 11 – 13 January 2013                            |
| Edex secretariat                                   | Edex educational exhibition                                                                   | 18 – 20 January 2013                            |
| Ceylinco exhibitions ltd                           | Transport exhibition                                                                          | 25 – 27 January 2013                            |
| Sri lanka export development board                 | Footwear & leather fair                                                                       | 8 – 10 February 2013                            |
| Sri lanka institute of architects                  | Architect exhibition                                                                          | 20 – 24 February 2013                           |
| Lanka exhibitions & conference services            | Edicil educational exhibition                                                                 | 1 – 3 March 2013                                |
| Ace travels ltd                                    | Medicare exhibition                                                                           | 15 – 17 March 2013                              |
| Chamber of construction industry                   | Excon construct exhibition                                                                    | 10 – 12 May 2013                                |
| Medico legal society                               | Medico legal exhibition                                                                       | 17-19 May 2013                                  |
| Crocodile Specialist group for South Asia and Iran | The 22 <sup>nd</sup> Working Meeting of the Crocodile Specialist Group IUCN – SSC on Schedule | 20 <sup>th</sup> - 23 <sup>rd</sup> of May 2013 |
| Lanka exhibitions & conference services            | Construction expo exhibition                                                                  | 14 – 16 June 2013                               |
| SKÅL International Colombo                         | 42 <sup>nd</sup> SKÅL Asian Congress<br><b>On schedule</b>                                    | June 2013                                       |
| SLAPCEO                                            | Sanchara udawa exhibition                                                                     | 14 – 16 June 2013                               |
| Incorporated engineers of Sri Lanka                | Inco exhibition                                                                               | 28 – 30 June 2013                               |
| Federation of chamber of commerce                  | Ayurveda exhibition                                                                           | 12 – 14 July 2013                               |
| Contractors association                            | Construct exhibition                                                                          | 26 – 28 July 2013                               |
| Chef guild of Sri Lanka                            | Culinary art exhibition                                                                       | 2 – 4 August 2013                               |
| Lanka exhibitions & conference services            | Hotel show exhibition                                                                         | 9 – 11 August 2013                              |

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| Sri Lanka College of Dermatologists                                   | 8 <sup>th</sup> South Asian Regional Conference of Dermatology, Venereology & Leprology<br>On schedule | 1-4 August 2013                 |
| BMICH                                                                 | Electronic show                                                                                        | 9 – 11<br>August 2013           |
| Ministry of traditional industries                                    | Shilpa handicraft exhibition                                                                           | 15 – 18 August 2013             |
| Lanka exhibitions & conference services                               | Pro food exhibition                                                                                    | 23 – 25 August 2013             |
| Asia exhibitions ltd                                                  | Motor show                                                                                             | 30 August – 1 September<br>2013 |
| Rhythm World Dance Studio                                             | 3 <sup>rd</sup> Sri Lanka International Rhythm World Dancesport Championship<br>On schedule            | 1st September 2013              |
| Government of SL                                                      | Commonwealth Investment Summit<br>On schedule                                                          | 15-17 November 2013             |
| Government of SL                                                      | CHOGM<br>On schedule                                                                                   | 15-17 November 2013             |
| Sri lanka gem & jewellery association                                 | Facets gem exhibition                                                                                  | 5 – 8 September 2013            |
| Sri lanka book publishers association                                 | Book fair                                                                                              | 14 – 22 September 2013          |
| Showcraft                                                             | Glasstex exhibition                                                                                    | 27 – 29 September 2013          |
| Lanka exhibitions & conference services                               | Adyapana educational exhibition                                                                        | 4 – 6 October 2013              |
| Institution of engineers                                              | Techno exhibition                                                                                      | 11 – 13 October 2013            |
| Sri Lanka sustainable energy authority                                | Vidulka energy exhibition                                                                              | 13 – 15 December 2013           |
| BMICH                                                                 | BMICH x'mas shopping expo                                                                              | 18-24 December 2013             |
| Institute of Supply & Materials Management                            | Council Meeting of International Federation of Purchasing & Supply Management<br>On schedule           | 2014                            |
| Sri Lanka Association for the Advancement of Quality and Productivity | The International Convention on Quality Control Circles - ICQCC                                        | 5-8 October 2014                |

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| Sri Lanka Convention Bureau.                    | Antarctic Treaty Consultative Meeting Working                                         | 2015 |
| Sri Lanka Convention Bureau.                    | World Conference of the Air Transport Research Society Working                        | 2015 |
| Sri Lanka Convention Bureau.                    | International Conference on Hardware/ Software Code sign and System Synthesis Working | 2015 |
| Sri Lanka Convention Bureau.                    | International Conference on e-Health Networking, Application and Services Working     | 2015 |
| SLCB.                                           | International Association for Biologicals Scientific Workshop Working                 | 2015 |
| DMC.                                            | “Sri Lanka on The Rise” Working                                                       | 2015 |
| National Olympic Committee.                     | General Assembly Meeting of the Olympic Council of Asia Working                       | 2015 |
| Sri Lanka Nurses Association                    | International Council of Nurses Conference Communicating/ Bidding                     | 2016 |
| World poultry Science Association, SL Branch    | World Poultry Congress Communicating/ Bidding                                         | 2016 |
| International Fiscal Association- SL Branch     | Congress of the international Fiscal Association Communicating/Bidding                | 2017 |
| The Institute of Chartered Account of Sri Lanka | Conference of the Confederation of Asian and Pacific accountants-CAPA 2019            | 2019 |





# Sri Lanka

## Convention Bureau

Sri Lanka Convention Bureau  
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