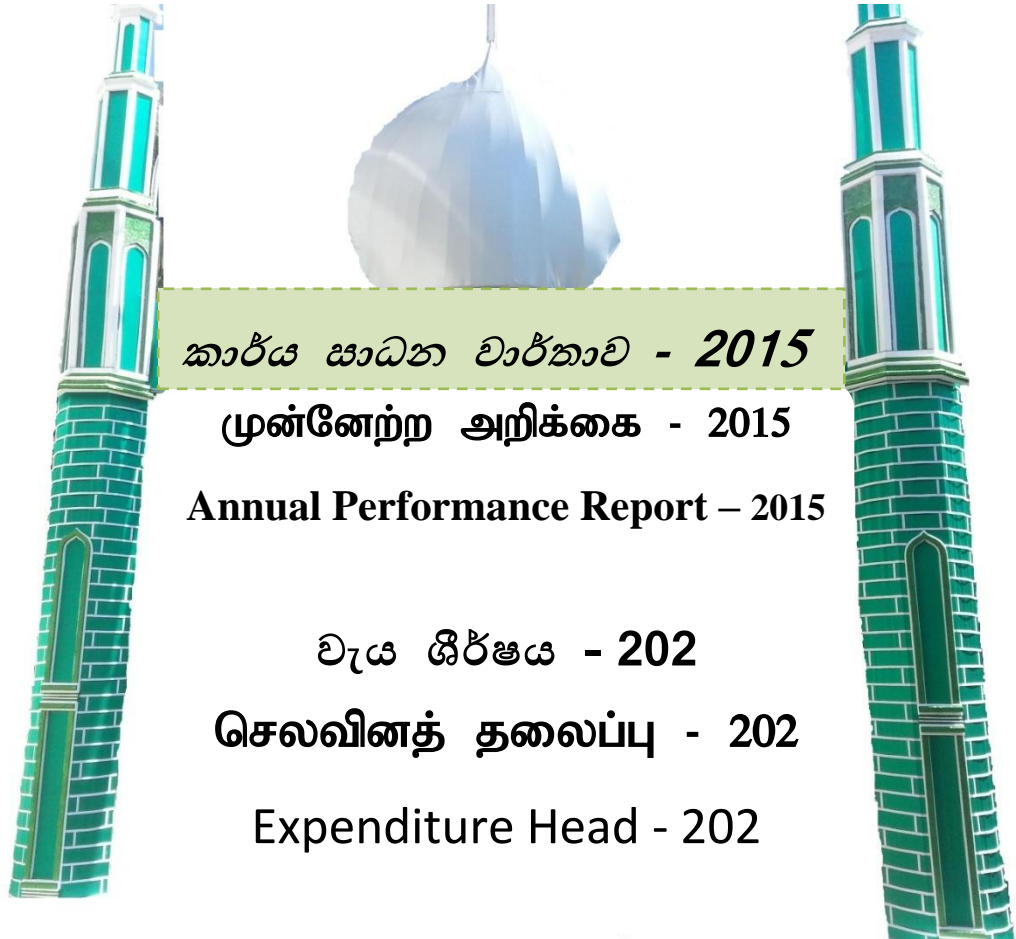




මුස්ලිම් ආගමික හා සංස්කෘතික කටයුතු දෙපාර්තමේන්තුව  
முஸ்லிம் சமய பண்பாட்டு அலுவல்கள் திணைக்களம்  
**Department of Muslim Religious and Cultural Affairs.**



**Department of Muslim Religious and Cultural Affairs**  
**180, T.B. Jayah Mawatha**  
**Colombo – 10**

## **Vision:**

A society which follows the Islamic Religious Rituals  
with its cultural values.

## **Mission:**

Shouldering to establish a just Muslim society by organizing all the activities perfectly for the upliftment and enhancement of the Sri Lankan Islamic society, coordinating and guiding the Muslim religious and cultural institutions and implementing the objectives of wakfs act.

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## **01. Introduction**

The Department of Muslim Religious and Cultural Affairs under the Ministry of Posts, Postal Services and Muslim Religious Affairs is a department which is the functioning institute for the progress and enhancement of Muslim Religious and Cultural activities. With the vision of creating a just society nourished with the Islamic religious rituals and cultural values, the Department of Muslim Religious and Cultural Affairs is shouldering the responsibility of total all the duties of directing the Muslim society toward enhancement and enrichment.

The department maintains a perfect coordination with the wakfs board and wakfs Tribunal which is established by Wakfs act No 51 of 1956, amended by the act no 21 of 1962 and act no 33 of 1982 to implement the objectives of Wakfs act, to administer the Muslim mosques, Muslim Institutes and charitable trust of Sri Lanka. As such registering the Muslim Mosques and religious Institutes, allocating and deciding the duties and functions of board of trustees of registered Muslim Mosques and Charitable Institutes and wakfs trusts, maintaining the fund of Muslim charitable trusts are included to the duties and administrative aspects of this department. The department act for the welfare, facilities and benefit of the Muslim general public at all occasions while covering the administrative activities which are provisioned by the wakfs act and taking necessary steps to conserve the Muslim religious and cultural identity.

## **02. Objectives and Functions of the Department**

### **2.1 Objectives:**

- 1.** Monitoring the Administration of Mosques / Charitable Trusts and their Properties.
- 2.** Monitoring the Administration of Islamic Religious Institutions and their Properties.
- 3.** Enhancement and Enrichment of Islamic Religious Studies.
- 4.** Enhancement and Enrichment of Islamic Cultural Activities
- 5.** To Provide Facilities and Services to the Hajj Pilgrims
- 6.** Honoring the People Serving the Community on Religious Matters and those who are contributing to the cultural field.
- 7.** Arrangements to encourage the Muslims to perform Religious Rituals such as five times prayers and fasting during Ramazan.
- 8.** Awareness programs on current affairs and guidance

9. Maintain unity among Muslims and work for National Integration.

## 2.2 Functions of the Department

1. Registering Religious Institutions including Mosque and appointing trustees.
2. Administering the Muslims Charities Fund and the implementing Wakfs act.
3. Providing funds for developing the Registered mosques, Ahadiya (Daham Schools), Arabic Colleges, Quran Madrasa and Other Religious Institutions.
4. Announcing the beginning and ending of the month of Ramadhan and distributing dates during the holy month of Ramadhan, this is donated by the Muslim Countries, through the main mosques of the districts.
5. As an annual event to commemorate the National Meeladh-un Nabi Day, a religious and cultural program in a selected District has to be conducted. During this festivity, activities like developing mosques, religious institutions, muslim and non-muslim schools in the district also to be carried out. Simultaneously felicitating pioneers in the Muslim community, awareness programmes, competitions and prize giving ceremonies and publishing books with a historical value of that area also will take place.
6. Arrangement for the Hajj Pilgrimage.
  - ❖ Issuing license and registering the most capable agents
  - ❖ Educating pilgrims about the Rituals / Systems of the Pilgrimage
  - ❖ Distributing guidance book of Hajj pilgrimage.
  - ❖ Organizing Airlines for the pilgrims
  - ❖ Guiding and Assisting the Pilgrims during their stay in KSA
  - ❖ Providing Medical facilities for the pilgrims in KSA
  - ❖ Guiding and Assisting the Pilgrims at the Air port in Sri Lanka and Jiddah
  - ❖ Monitoring the services of Hajj Operators in KSA and attending to the needs
  - ❖ Coordination with the Hajj Ministry officials in KSA



Instruct the pilgrims that about the hajj pilgrimage by Hon. M.H.A. Haleem MP



Guiding the pilgrims at Bandaranayaka International Airport by M.H.M. Zameel, Director

7. Providing uniforms to Ahadiya Teachers Island wide, providing allowance for library books, conducting training programs for Ahadiya Teachers and introducing syllabus for Ahadiya schools.
8. Registering Muslim Welfare Associations & Monitoring their activities.
9. Providing necessary training for Islamic pre-school teachers and participating to continue their activities.
10. Conducting an award ceremony called Kalaboosana to felicitate and offer awards to Muslim Artist (This is a common program organized by the Ministry of Cultural Affairs )
11. Encouraging Muslim Authors by purchasing their books and distributing the same among libraries in Muslim schools.
12. Conducting awareness programs and Workshops to train the trustees of the mosques and members of the administrative bodies of the Islamic Institutions.
13. Selecting Candidates for international competitions on Recital/ memorization of the Holy Qur'an. These competitions will be held annually in Egypt, Iran, Malaysiya & Dubai.
14. Selecting students for Islamic higher studies for foreign lands.
15. Issuing special Identity cards for Muslim theologies. (Moulavies)
16. Issuing Religious certificates as a confirming document of the religion for the Muslims who travel to Saudi Arabia.

### **03. Organization Structure**

To achieve the above, this department has organized main structure with the following (05) main divisions.

1. Administration and Development Division
2. Finance Division
3. Religious and Cultural Affairs Division
4. Wakfs Division
5. Internal Audit and Investigation Division



## 04. Cadre Details of the Department

### 4.1 Approved Cadre

According to the Organizational Structure of this department the approved carder of staff is 123. The detail of approved carder as at 2015.12.31 is as follows.

| S. No | Designation                           | Approved Cader | Existing Cadre |           | Vacancy   |
|-------|---------------------------------------|----------------|----------------|-----------|-----------|
|       |                                       |                | Permanent      | Temporary |           |
| 01    | Director                              | 01             | 01             | -         | 0         |
| 02    | Accountant                            | 01             | 01             | -         | 0         |
| 03    | Internal Auditor (SLAcS)              | 01             | -              | -         | 01        |
| 04    | Deputy/ Assistant Director (SLAS)     | 04             | 02             | -         | 02        |
| 05    | Deputy/ Assistant Director (Non SLAS) | 02             | 0              | -         | 02        |
| 06    | Administrative Officer                | 01             | 0              | -         | 01        |
| 07    | Translator (S/T)                      | 01             | 0              | -         | 01        |
| 08    | Wakf Board Secretary                  | 01             | 0              | -         | 01        |
| 09    | Wakf Tribunal Secretary               | 01             | 0              | -         | 01        |
| 10    | Investigation Officer                 | 02             | 0              | -         | 02        |
| 11    | Cultural Officer                      | 03             | 03             | -         | 0         |
| 12    | Cultural Asst.                        | 15             | 09             | -         | 06        |
| 13    | Charity Asst.                         | 1              | 1              | -         | 0         |
| 14    | Development Officer                   | 50             | 24             |           | 26        |
| 15    | Management Asst.                      | 22             | 21             | -         | 01        |
| 16    | Driver                                | 04             | 04             | -         | 0         |
| 17    | K.K.S.                                | 13             | 13             | -         | 0         |
|       | <b>Total</b>                          | <b>123</b>     | <b>79</b>      |           | <b>44</b> |

### 4.2 Changes of the staff during the year

|                         |                  |           |
|-------------------------|------------------|-----------|
| <b>Transfers</b>        | <b>In</b>        | <b>05</b> |
|                         | <b>Out</b>       | <b>03</b> |
| <b>Appointments</b>     | <b>Permanent</b> | <b>05</b> |
|                         | <b>Casual</b>    | <b>-</b>  |
| <b>Promotions</b>       | <b>-</b>         |           |
| <b>Interdictions</b>    | <b>-</b>         |           |
| <b>Vacation of Post</b> | <b>-</b>         |           |
| <b>Resignations</b>     | <b>-</b>         |           |
| <b>Retirements</b>      | <b>01</b>        |           |
| <b>Deaths</b>           | <b>-</b>         |           |
| <b>Others</b>           | <b>-</b>         |           |



## **05 Functions performed by administration and Development Division**

### **5.1 Functions performed by Administration Division**

Performing duties such as pertaining to all posts and services of the department from appointments to retirement coordinating, when necessary such as transfers, promotions, disciplinary action and extension of service. Ministry of Buddha Sasana and Religious Affairs, Ministry of Public Administration and Home Affairs and the Public Service Commission.

- ❖ Preparation Scheme of Recruitment related to the department and submitting them for recommendation and approval.
- ❖ Maintenance of Personal Files
- ❖ Tappol
- ❖ Affaires pertaining to local and foreign leave
- ❖ Duties pertaining to Railway warrants Railway commissioner season tickets.
- ❖ Maintenance of vehicles providing transport facilities supplying appliances to consultative committees
- ❖ Election duties
- ❖ Designing training programmes and detailing trainees for such programmes
- ❖ Submission of answers to questions raised in parliament
- ❖ Maintenance work of office equipment
- ❖ Maintenance work of office building
- ❖ "Agrahara" insurance work
- ❖ Approving loan advances.

#### **5.1.1. Training Programmes**

##### **Local Training Programmes attended by officers of MRCA Dept in 2015.**

**Allocated in Year 2015 - Rs.200, 000.00**

**Expenditure in Year 2015 - Rs.200, 000.00**

| <b>Index No</b> | <b>Name of Training Programme</b>               | <b>Institution Conducted the Programme</b>            | <b>No of Officers Participated</b> | <b>Period (days)</b> |
|-----------------|-------------------------------------------------|-------------------------------------------------------|------------------------------------|----------------------|
| 1               | Training on management Assistant Higher Diploma | Sri Lanka Institute of Development and Administration | 01                                 | 01                   |
| 2               | Training Programme on Resource Person           | Productivity Secretaries Office                       | 01                                 | 03                   |
| 3               | Training Programme on Development of Workers    | Sri Lanka Institute of Development and Administration | 05                                 | 03                   |

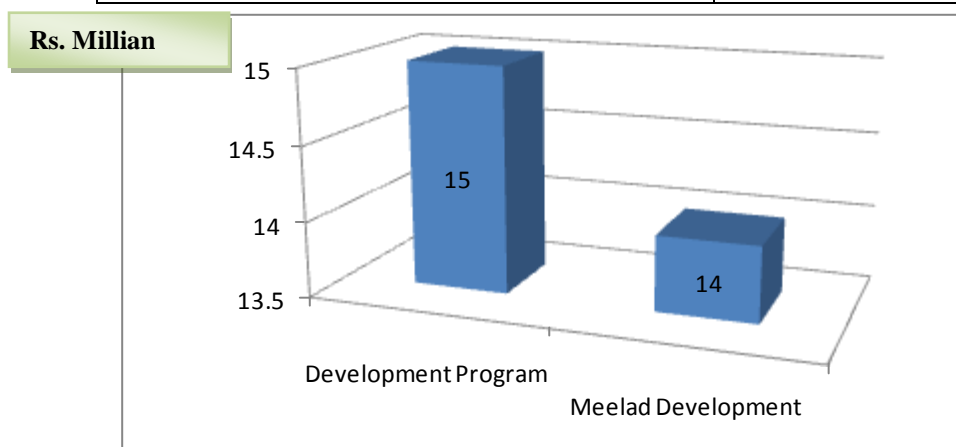
|    |                                                                                            |                                                                      |    |             |
|----|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------|----|-------------|
|    |                                                                                            | Administration                                                       |    |             |
| 4  | Seminar on Office Management for new arrivals                                              | Sri Lanka Institute of Development and Administration Administration | 02 | 02          |
| 5  | Training Programme on Attitude Development & Muslim Mosque Administration for Office Staff | Institute of Sri Lanka Foundation                                    | 50 | 01          |
| 6. | Training Programme on Official Languages                                                   | Commission of Official Language                                      | 04 | Six Months  |
| 7  | Higher Diploma on Languages                                                                | Sri Lanka Institute of Development and Administration Administration | 05 | Three Years |

## 5.2 Activities performed by Development Division

02 main programmes are implemented under this category.

- ❖ Programme of Island wide Development and Improvement of Mosques.
- ❖ Programme of National Meeladun Nabi Development ( Kandy District)

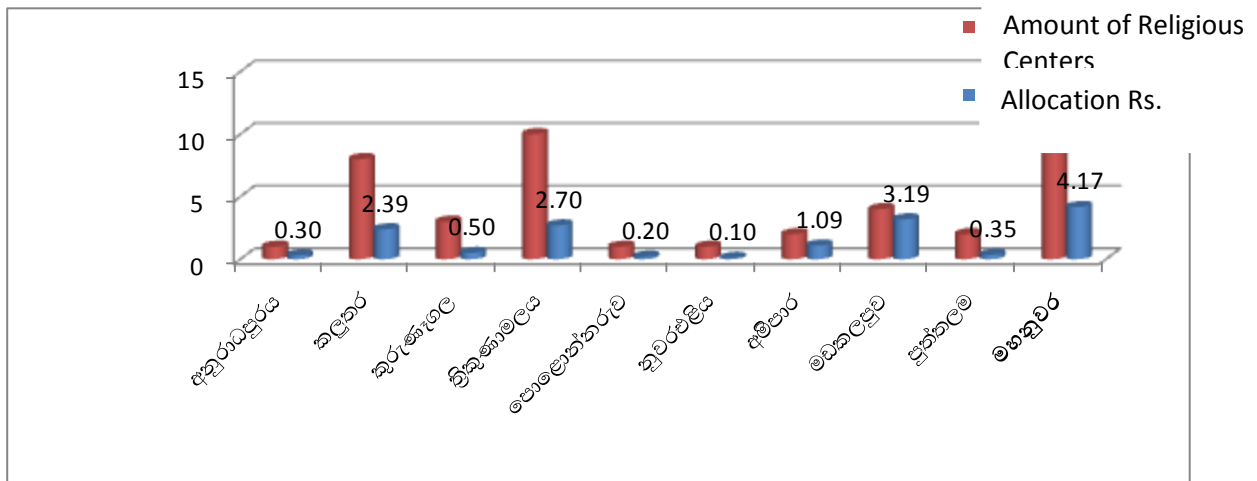
| Development Programmes                                              | Allocation for 2015<br>(Rs. Millions ) |
|---------------------------------------------------------------------|----------------------------------------|
| Programme of Development and Improvement of Mosques ( Island wide ) | 15                                     |
| Programme of National Meeladun Nabi Development                     | 14                                     |



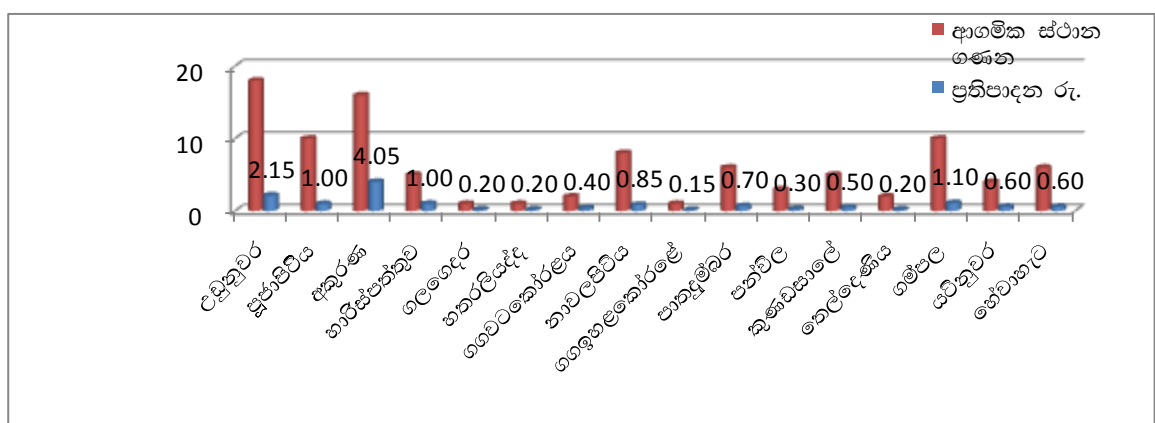
### Development Programme of Religious places throughout the island

| Religious Centre                                                              | Allocation for 2015 (Rs. Millions) | Target Number of Mosques | Progress as at 31.12.2015 |                        |
|-------------------------------------------------------------------------------|------------------------------------|--------------------------|---------------------------|------------------------|
|                                                                               |                                    |                          | Physical                  | Financial (Rs Million) |
| 1. Mosques                                                                    | 9.262                              | 32                       | 31                        | 9.061                  |
| 2. Arabic Schools                                                             | 0.948                              | 05                       | 05                        | 0.948                  |
| 3. Ahadiya Daham Schools, Hiflul Quran Madrasa and other religious institutes | 4.790                              | 06                       | 06                        | 4.790                  |

Religious centers Development had done District wise shown below.



- ❖ Kandy District was selected in the year 2015 and Rs. 14 Million allocated to conduct the annual Meelad Development Programme in which following Towns were selected for Development activities.



## **Construction work of the proposed Muslim Cultural Complex**

The Construction work of the proposed Muslim Cultural Complex has commenced at premises No 180 T.B. Jayah Mawatha Colombo -10, on 09.11.2006 while estimated expenditure for this construction is Rs 596 million. The construction work of this complex has been entrusted to the Central Engineering Construction Bureau. This complex which consists with 09 storey's is proposed to house Office of the Muslim Religious and Cultural Affairs Department, Office of the Sri Lanka Wakfs Board, Wakfs Tribunal, fully fledged Auditorium, Library, Residential Rooms and a Vehicle Park .

Construction work of this complex implemented in 03 stages, the first stage (construction of ground pillars) and the second stage (concrete structure) have already been completed while by now the third stage (finishing work of the building) has been stopped due to not allocating fund on year 2014 and 2015.

in 2012 Construction of Jamiya Masjid in Kattankudy was initialized as per the advice of secretary of ministry according to a discussion held between Deputy Minister of Child Development and Women Affairs Hon. M.L.M. Hisbullah Mp and the Exc. President. The estimated amount of this project is 88 Mn and the construction work was handed over to Central Engineering Consultancy Bureau. Entire concrete structure work was finished 30.21 Mn was paid in year 2014 and the expenditure as at 2015.12.31 is Rs. 31.757Mn from the allocation of Rs. 41Mn in year 2015.

- ❖ Progress reports pertaining to development programmes are submitted to the ministry at the proper time.

## **06. Functions performed by the Financial Division and Reports.**

### **6.1 Functions performed by the Financial Division**

- ❖ Preparation of Annual Estimates
- ❖ Processing of annual appropriation account
- ❖ Stores Management
- ❖ Government officers advances 'B' account activities
- ❖ Payments for vouchers
- ❖ Payment of salaries and allowances and accounting
- ❖ Maintaining financial books, ledgers and registers
- ❖ Issuing of Cheques
- ❖ Preparation of monthly accounts summaries
- ❖ Submission of accounts statements to the Treasury, Auditor General and the Ministry.

### **6.2 Financial Reports**

- 6.2.1 Recurrent (Pages 13)
- 6.2.2 Capital (Page 14)
- 6.2.3 Advance Account (Page 14)

## Explanation for variations between Total Net provision and Actual Recurrent Expenditure 2015

Name of Department: Muslim Religious & Cultural Affairs

Expenditure Head No: 202

| Programme No. | Project No. | Sub Project No. | Object Code No. | Financed by (Code No.) | Description of Recurrent Expenditure        | Net Provision Rs. | Net Expenditure Rs. | Savings        |
|---------------|-------------|-----------------|-----------------|------------------------|---------------------------------------------|-------------------|---------------------|----------------|
|               |             |                 |                 |                        | <b>Description of Recurrent Expenditure</b> |                   |                     |                |
|               |             |                 |                 |                        | <b><u>Personal Emoluments</u></b>           |                   |                     |                |
| 2             | 1           | 0               | 1001            | 11                     | Salaries & Wages                            | 15,400,000        | 15,325,540          | <b>74,460</b>  |
| 2             | 1           | 0               | 1002            | 11                     | Over Time & Holiday Payments                | 900,000           | 768,474             | <b>131,526</b> |
| 2             | 1           | 0               | 1003            | 11                     | Other Allowances                            | 19,204,000        | 19,202,612          | <b>1,388</b>   |
|               |             |                 |                 |                        | <b><u>Travelling Expenses</u></b>           |                   |                     |                |
| 2             | 1           | 0               | 1101            | 11                     | Domestic                                    | 590,000           | 579,833             | <b>10,167</b>  |
| 2             | 1           | 0               | 1102            | 11                     | Foreign                                     | 860,000           | 852,472             | <b>7,528</b>   |
|               |             |                 |                 |                        | <b><u>Supplies</u></b>                      |                   |                     |                |
| 2             | 1           | 0               | 1201            | 11                     | Stationary & Official Requisites            | 963,000           | 962,883             | <b>117</b>     |
| 2             | 1           | 0               | 1202            | 11                     | Fuel                                        | 934,000           | 928,000             | <b>6,000</b>   |
| 2             | 1           | 0               | 1203            | 11                     | Diats and Uniform                           | 75,000            | 75,000              | <b>0</b>       |
|               |             |                 |                 |                        | <b><u>Maintenance Expenditure</u></b>       |                   |                     |                |
| 2             | 1           | 0               | 1301            | 11                     | Vehicles                                    | 1,202,000         | 1,193,624           | <b>8,376</b>   |
| 2             | 1           | 0               | 1302            | 11                     | Plant Machinery and Equipment               | 297,000           | 296,511             | <b>489</b>     |
| 2             | 1           | 0               | 1303            | 11                     | Building and Structures                     | 40,000            | 32,423              | <b>7,577</b>   |
|               |             |                 |                 |                        | <b>Services</b>                             |                   |                     |                |
| 2             | 1           | 0               | 1401            | 11                     | Transport                                   | 192,000           | 191,461             | <b>539</b>     |
| 2             | 1           | 0               | 1402            | 11                     | Postal and Communication                    | 620,000           | 615,769             | <b>4,231</b>   |
| 2             | 1           | 0               | 1403            | 11                     | Electricity and Water                       | 533,000           | 532,921             | <b>79</b>      |
| 2             | 1           | 0               | 1404            | 11                     | Rents & Local Taxes                         | 110,000           | 109,084             | <b>916</b>     |
|               |             |                 |                 |                        | <b>Others</b>                               |                   |                     |                |
| 2             | 1           | 0               | 1405            | 11                     | Other Expenditure                           | 19,363,000        | 19,165,797          | <b>197,203</b> |
| 2             | 1           | 0               | 1501            | 11                     | Uniform                                     | 7,586,000         | 7,585,467           | <b>533</b>     |
|               |             |                 | 1501            |                        | Book Allowance                              | 9,000,000         | 9,000,000           | <b>0</b>       |
|               |             |                 | 1501            |                        | Text Books                                  | 3,500,000         | 3,495,017           | <b>4,983</b>   |
|               |             |                 |                 |                        | <b>Transfers</b>                            |                   |                     |                |
| 2             | 1           | 0               | 1506            | 11                     | Property Loan Interest                      | 135,000           | 134,325             | <b>675</b>     |
| 2             | 1           | 0               | 1508            | 11                     | Financial Asst. for Quran Madrasas          | 800,000           | 798,000             | <b>2,000</b>   |

## **Explanation for variations between Total Net Provision and Actual Capital Expenditure 2015**

Name of Department: Muslim Religious & Cultural Affairs

Expenditure Head No: 202

| Programme No. | Project No. | Sub Project No. | Object Code No. | Financed by (Code No.) | Description of Recurrent Expenditure                           | Net Provision Rs. | Net Expenditure Rs. | Savings |
|---------------|-------------|-----------------|-----------------|------------------------|----------------------------------------------------------------|-------------------|---------------------|---------|
|               |             |                 |                 |                        | <b><u>Rehabilitation and Improvement of Capital Assets</u></b> | -                 |                     |         |
| 2             | 2           | 0               | 2001            | 11                     | Building and Structures                                        | <b>250,000</b>    | 34,825              | 215,175 |
| 2             | 2           | 0               | 2002            | 11                     | Plant Machinery & Equipment                                    | <b>250,000</b>    | 22,960              | 227,040 |
| 2             | 2           | 0               | 2003            | 11                     | Vehicles                                                       | <b>500,000</b>    | 165,855             | 334,145 |
|               |             |                 |                 |                        | <b><u>Acquisition of Capital Assets</u></b>                    |                   |                     |         |
| 2             | 2           | 0               | 2102            | 11                     | Furniture & Office Equipment                                   | 1,250,000         | 1,139,609           | 110,391 |
| 2             | 2           | 0               | 2103            | 11                     | Plant Machinery & Equipment                                    | 1,700,000         | 1,683,025           | 16,975  |
| 2             | 2           | 5               | 2104            | 11                     | Muslim Cultural Complex                                        | 11,755,000        | 11,755,000          | 0       |
|               |             |                 |                 |                        | <b><u>Capacity Building</u></b>                                |                   |                     |         |
| 2             | 2           | 0               | 2401            | 11                     | Staff Training                                                 | 200,000           | 195,600             | 4,400   |
|               |             |                 |                 |                        | <b><u>Other Capital Expenditure - Investment</u></b>           |                   |                     |         |
| 2             | 2           | 6               | 2502            | 11                     | National Meeladh Development Project                           | 13,788,000        | 13,787,290          | 710     |
| 2             | 2           | 7               | 2502            | 11                     | Construction of Islamic Cultural Centre                        | 14,800,000        | 14,799,616          | 384     |
| 2             | 2           | 9               | 2502            | 11                     | Kattankudy Mosque Construction                                 | 31,758,000        | 31,757,074          | 926     |

## **Summary of Control Accounts for Advance & Deposit Accounts - 2015**

**Expenditure Head No: 202**

**Name of Department: Muslim Religious & Cultural Affairs**

| Name of Advance/Deposit Account | Account No.    | As per Department Books          |                        |                         |                          | Balance as per Treasury Books as at 2015/12/31 |
|---------------------------------|----------------|----------------------------------|------------------------|-------------------------|--------------------------|------------------------------------------------|
|                                 |                | Opening Balance as at 2015/01/01 | Debits during the year | Credits during the year | Balance as at 2015/12/31 |                                                |
|                                 |                | Rs.                              | Rs.                    | Rs.                     | Rs.                      | Rs.                                            |
| I. Advances to Public Officers  | 202011         | 6,491,142.00                     | 1,021,270.00           | 1,793,444.00            | 5,718,969.00             | 5,718,968.00                                   |
|                                 | 202012         |                                  | 617,996.00             | 509,711.00              | 108,285.00               | 108,285.00                                     |
|                                 |                | 6,491,142.00                     | 1,639,266.00           | 2,303,155.00            | 5,827,254.00             | 5,827,253.00                                   |
| II. Other Advances              |                |                                  |                        |                         |                          |                                                |
| III Miscellaneous Advances      |                |                                  |                        |                         |                          |                                                |
| IV Deposits                     | 6000/0015/084  | 16,422,508.33                    | 17,910,551.30          | 1,488,042.97            | 0.00                     | 0.00                                           |
| Deposits (New)                  | 6000/0016/0094 |                                  |                        | 17,415,648.00           | 17,415,648.00            | 17,415,648.00                                  |
| (i) General Deposits            |                |                                  |                        |                         |                          |                                                |
| (ii) Other Deposits             |                |                                  |                        |                         |                          |                                                |

### **07. Activities performed by the Religious and Cultural Division**

- ❖ Registration of Arabic schools preparation of syllabuses and its administration work
- ❖ Registration of Hifhlul Quran Madrasa, preparation of syllabuses and its administration work
- ❖ Registration of Quran Madrasa, preparation of syllabuses and its administration work
- ❖ Registration of Ahadiya Daham schools, preparation of syllabus.
- ❖ Distribution of Ahadiya Daham School uniforms
- ❖ Providing a book allowance to Ahadiya Daham school teachers
- ❖ Organizing Haj Pilgrimage activities
- ❖ Recommending resident visas

- ❖ Recommending custom duty relief for books and other materials relating to Religion and Religious Institutions
- ❖ Referring selected students of Arabic schools for scholarship programmes in Al Azhar University in Egypt.
- ❖ This department issues letter of recommendation for students seeking entrance to higher educational institutes in foreign countries.
- ❖ During Ramazan fasting period conduction religious programmes of religious leaders from Egypt, and Iran.



Ifthar programme Organized by the Department

- ❖ During Ramazan fasting period one religious representative arrived from Egypt to explain the Holy Quran and during the period they stayed in the island they were provided with necessary facilities and the service of a translator by this department.

Steps taken to distribute dates to mosques and devotees during the Ramazan fasting season. 348 Metric Tones of dates donated from Saudi Arabia, United Arab Emirates and Irac for the devotees during the Ramazan fasting season were distributed through main mosques at District Level. For this purpose, provision of Rs. 11 million allocated to this department under Recurrent Expenditure was utilized.

- ❖ Conducting state festival to commemorate Meelad Un Nabi the birthday of Holy prophet.

The birth day of Holy Prophet Muhammed Nabi commemorate by Muslims would once fell on 24.12.2015 and celebrations in this regard was conducted mainly in Kandy District. 2015 National Meelad-un-Nabi Inaugural Ceremony was held on 24.12.2015 at the Auditorium of National Institute of Co-Operative Development, Polgolla, Kandy on the invitation of Hon.M.H.A.Haleem, Minister of Posts, Postal Services and Muslim Religious Affairs under the distinguish Patronage of Maithripala Sirisena His Excellency the President of Democratic Socialist Republic of Sri Lanka.





Addressing His Exc. Maithripala Serisena at Natinal Meelad Celebration

- ❖ Conducting provincial and national competitions to commemorate the Milad Un Nabi. This festival is conducted annually and consist of competition among school children under events such as speech competitions, short stories, essay writing, poems, songs, Arabic calligraphy to design and explaining Al Quran competitions are conducted under the supervision of provincial education departments and competitors obtaining first, second and third place are referred for the all island final competition and the winners are selected.



Meelad Winners Presenting their Event

| 2015 Allocation<br>(Rs.Mn) | Financial Progress<br>as at<br>2015.12.31 | Physical Progress as at 2015.12.31                                                                                                                                      |
|----------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.7                        | 1.8                                       | All Island final competition held on Nov.14, 15 at Fathima Girls College, Colombo – 12. Award was given to winner at Inaugural Function on 2015.12.24 by the President. |

- ❖ Nominating Muslim artists for the named “Kalaboosana” award festival. The Function is organized by the cultural Ministry and will be held on 15<sup>th</sup> of December Annually. In year 2015 25 artists was selected and its award ceremony held at Youth affairs service center at Maharagama.

- ❖ Muharram Function

In Islamic calendar the year was started on Month of muharram. it's a Holy month at the year. In year 2015 the muharram month was came on October 14<sup>th</sup>. The muharram day was celebrate with Ahadiyya students at youth Islamic cultural center at Dematagoda.



Former Director participates as a chief guest and addresses the function

- ❖ Hajj Programme

A number of 3000 Sri Lanka pilgrims are expecting to participate in the Hajj Pilgrimage in 2015. this department takes a major role in making all arrangements for those pilgrims in order to make this pilgrimage successfully and a number of 93 Hajj Travel Operators were selected to facilitate the pilgrims on this pilgrimage.



Guiding the Hajj Pilgrims by Director M.H.M. Zameel at Bandaranayaka International Airport

- ❖ In order to encourage Muslim writers purchasing their publications and distributing them to libraries in Muslim schools. Books from 56 authors have been received to this department and expenditure is 0.3Mn.
- ❖ Issuing identity cards for Muslim clergies, Moulavi Identity Cards for 157 applicants have been issued.
- ❖ Conducting Al Quran competitions and through these competitions selecting suitable candidates for International competitions.

Above selecting competition was held at Al – Hidayah Maha Vidyalaya, Colombo -10. Its selection was held by 7 divisions. First place winners student were sent to international Quran competition at Dubai, Saudi Arabia, Egypt and Malaysia.

Following names mention winners were participated Al quran completion held at Egypt and Saudi Arabia and their taken 4<sup>th</sup> place.

| <b>Participated Country</b> | <b>Place</b> | <b>Student Name</b>              | <b>School</b>                              |
|-----------------------------|--------------|----------------------------------|--------------------------------------------|
| Egypt                       | 04           | Mohamed Asraff<br>Mohamed Ameer  | Ilhamiyya Arabic Collage,<br>Dematagoda.   |
| Saudi Arabia                | 04           | Mohamed Nawas<br>Mohamed Nasleen | Al Hilriya Arabic Collage, Kalutara South. |



Registration of the Quirath Competitors



awarding the winners of 4<sup>th</sup> place taken student

- ❖ Coordinating Muslim Religious clergy representation at state festivals, and fulfilling necessary work.
- ❖ Issuing recommendation letter for obtaining resident Visa

Priest and teachers are migrating to this country from other countries in order to teach in local Islamic religious institution. Recommendations letters will be given by this department to them are residing in Sri Lanka for a period of time for above purpose.

- ❖ Programmes of Quran Madrasa

1600 Quran Madrasa s have been registered under this department and, 30 new Quran Madrasa have added newly this year. A sum of Rs. 6000.00 will be paid to select 134 Quran Madrasa to cover up their administrative cost.

| <b>Allocation 2015 (Rs. Mn)</b> | <b>Financial Progress as at 2015.12.31 (Rs. Mn)</b> | <b>Physical Progress as at 2015.12.31 (Rs. Mn)</b> |
|---------------------------------|-----------------------------------------------------|----------------------------------------------------|
| 0.4                             | 0.798                                               | 99.75%                                             |

- ❖ Programmes for Muslim Daham School



Conducted Seminar for Ahadiya School Teachers

Distributing Uniform materials and book allowance will be given for teachers of Ahadiyya daham schools those are registered under this department. Total of 10 ahadiyya daham school syllabus books were printed for 04 syllabus books for Ahadiyya daham school final certificate exam and 06 syllabus books for Deeniyyath darmacharya certificate exam.



|                                                                                               | Provision for the year 2015 (Rs. Million) | Progress as at 31.12.2015                                     |                        |
|-----------------------------------------------------------------------------------------------|-------------------------------------------|---------------------------------------------------------------|------------------------|
|                                                                                               |                                           | Physical                                                      | Financial (Rs.Million) |
| I. Providing Uniforms                                                                         | 8.0                                       | Finished Purchase uniforms for this year. 99.99%              | 7.58                   |
| II. Book allowance                                                                            | 9.0                                       | Providing completed.100%                                      | 9.0                    |
| III. Printing of 09 text books prepared according to the syllabuses for Ahadiya Dhamma School | 3.5                                       | Text books printing finished and distributed to school.99.86% | 3.49                   |
| IV. Financial provisions for evolution of Ahadiya Daham School question papers                | 0.35                                      | Exams conducted                                               | 0.35                   |

#### ❖ 100 Days works Programme Plane

Conducting Seminars for Ahadiyya School Teachers Under this project. Implement New Teaching methods and making successfully holding Ahadiyya school main vision of this project. Conducted 3 seminars at Western province, Central province and Northern Province successfully.



Conducted Seminar for Ahadiya School Teachers

## ❖ **Religious co-existence Programme for Daham Schools**

According to the advised of Ministry of Buddhasasana Department of Muslim Affairs, Buddhist Affairs, Christian Affairs, Hindu Affairs Combined conducted religious programme participations of students, Ahadiya Teachers and the parents. This programme is held on August 21st, 22nd, 23<sup>rd</sup> of 2015 at Ratnapura, Ambilipitiya, Yodagama, Leadership Development National Center. This programme conducted for 3 days and it has the participation of 04 Department staff, 20 Ahadiya Teachers and the 38 students also the drivers and 03 Ahadiyya federation members.



## **08. Activities performed by the Wakfs and Mosque administration division**

Implementing the provisions of Mosque and Charitable Trust

- Conducting administrative functions in mosques in all districts island wide
- Registration of Mosques
- Appointing Trustees to the mosques
- Obtaining annual statement of accounts of Mosques checking such statements, obtaining contribution for Muslim Trust and maintaining the trust.
- Problems pertaining to mosque administration, appeals, coordination of petitions and referring problems that could not be settled to the Wakfs Board.

## **Wakfs Board**

During this year 190 new mosques have been registered while appointments have been given to 950 mosques Trustees. 04 appeals against Wakfs Board decision were referred to the Wakfs Tribunal. 02 cases were referred to the Appeal Courts while 1cases referred to magistrate Court. At present 20 cases is pending decision.

## **Wakfs Tribunal**

Wakfs Tribunal consists of three members appointed by the Judicial Service Commission and two monthly meeting are held. 08 cases submitted by mosque during the year 2015. 07 cases submitted to Tribunal while 14 cases are being heard. Orders have been given in respect of 07 cases. At present 7 cases is decision given.

### **09. Activities performed by Internal Audit and Investigation Division.**

Conducting auditing in order to maintain financial and administrative internal control of functions of the Department systematically.

- ❖ Replying audit questions
- ❖ Inspection of Mosque, auditing of revenue and expenditures statements of Mosque and investigations
- ❖ Reporting about the inspection based on petitions received by the Wakfs Board.
- ❖ Conducting annual Audit inspections

Year 2015 Number of Ministry internal Audit queries – 09

Year 2015 Number of Auditor General's Audit queries – 11

### **10. Obstructions and difficulties against Department works performances**

Summary of department capital and recurrent expenditures as at 31.12.2015 shown below.

|                        | <b>Provision for the year 2015</b> |                                  | <b>Total Expenditures as at 31.12.2015</b> |                   |
|------------------------|------------------------------------|----------------------------------|--------------------------------------------|-------------------|
|                        | <b>Annual Estimate (Rs.)</b>       | <b>Total Net Provision (Rs.)</b> | <b>Expenditure (Rs.)</b>                   | <b>Percentage</b> |
| Capital Expenditure    | 72,150,000.00                      | 76,251,000.00                    | 75,340,853.00                              | 98.8%             |
| Recurrent Expenditures | 77,965,000.00                      | 82,304,000.00                    | 81,845,213.00                              | 99.4%             |
| Total                  | <b>150,115,000.00</b>              | <b>158,555,000.00</b>            | <b>157,186,066.00</b>                      | <b>99.1%</b>      |

According to expenditure particulars referred to above, the non-receipt of the imprest sufficiently in time caused for the achieving department performance.

Due to this situation the percentage of the overall financial performance is shown as 99.1%. In addition, the control of expenditure in recurrent expenditure is a reason for not spending the allocated expenditure.



Vacancies in all level of department, specially vacancies in executive grades was an obstruction to achieve the performance targets.

Lack of sufficient space and accommodation for the Departmental staff and the other amenities created difficulties in performing Departmental duties.

Amidst difficulties and obstructions referred to above action was taken to achieve the objectives and targets during the year 2015.

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