



පුද්ගලයන් ලියාපදිංචි කිරීමේ දෙපාර්තමේන්තුව
ஆட்களைப் பதிவு செய்யும் திணைக்களம்
Department for Registration of Persons



කාර්ය සාධන වාර්තාව-2015 செயல் மதிப்பீட்டு அறிக்கை-2015 **PERFORMANCE REPORT-2015**



සී-45, කුප්පේපොල පාර, කොළඹ 05.
சி-45, கெப்பெட்டிபொல மாவத்தை, கொழும்பு-05.
C-45, Keppetipola Road, Colombo 05.

PERFORMANCE REPORT

2015

Content

| | |
|---|--------------|
| 1. Introduction | 1 |
| Theme | 1 |
| Vision | 1 |
| Mission | 1 |
| The Key Functions of the Department | 1 |
| The Responsibilities of the Department | 1 |
| 2. Issuing Identity Cards | 2-4 |
| Normal Service | 2 |
| One Day Service | 3 |
| Receiving Applications and Issuing Identity Cards | 4 |
| 3. Accelerated Program of Issuing NIC | 5-6 |
| 4. Applying Information Technology for the Process of Issuing NICs | 7 |
| 5. Mobile Service | 7 |
| 6. Training programs | 7 |
| 7. Incentive Allowances | 7 |
| 8. Legal Affairs | 7 |
| 9. Physical Resource management | 8 |
| 10. Financial progress | 9 |
| 11. Details of the Staff | 10-11 |
| 12. e-NIC Project | 12-20 |

Department for Registration of Persons Performance Report -2015

1. Introduction

Registration of legal residents of Sri Lanka who are of the age of 18 years and above and issuance of NICs for them was commenced in year 1972 by the Department for Registration of Persons in terms of the provisions of the Registration of Persons Act. No.32 of 1968 and in accordance with an amendment made to the Act, the age of registration of persons was revised as 16 years with effective from year 1981.

Theme

- Identity Card, the Trusted Personal Identity

Vision

- An assured Identity for Every Sri Lankan Citizen.

Mission

- To create a database of all citizens of Sri Lanka and issue National Identity Cards recognized nationally and globally to all Sri Lankan citizens, which underline their human, social, economic, political and legal rights within the country and safety outside the country, to assist national and other agencies in establishing the identity of any citizen and to support Sri Lanka's national security and development.

The Key Functions of the Department

- Registering all Sri Lankans and maintaining a registry;
- Issuing National Identity Cards (NICs) to the eligible citizens;
- Verifying and certifying information/data and sharing them with national intelligence and security agencies.

The Responsibilities of the Department

- To register all Sri Lankan citizens in National Register of Persons and maintain it.
- To issue National Identity Cards (NICs) to those who are eligible.
- To verify and certify information/data of Citizens of Sri Lanka.
- To share information with Government and other organizations.
- To build capacity within the Department through human resource development and state-of-the-art technical know-how.
- To assist national security and development of the country.

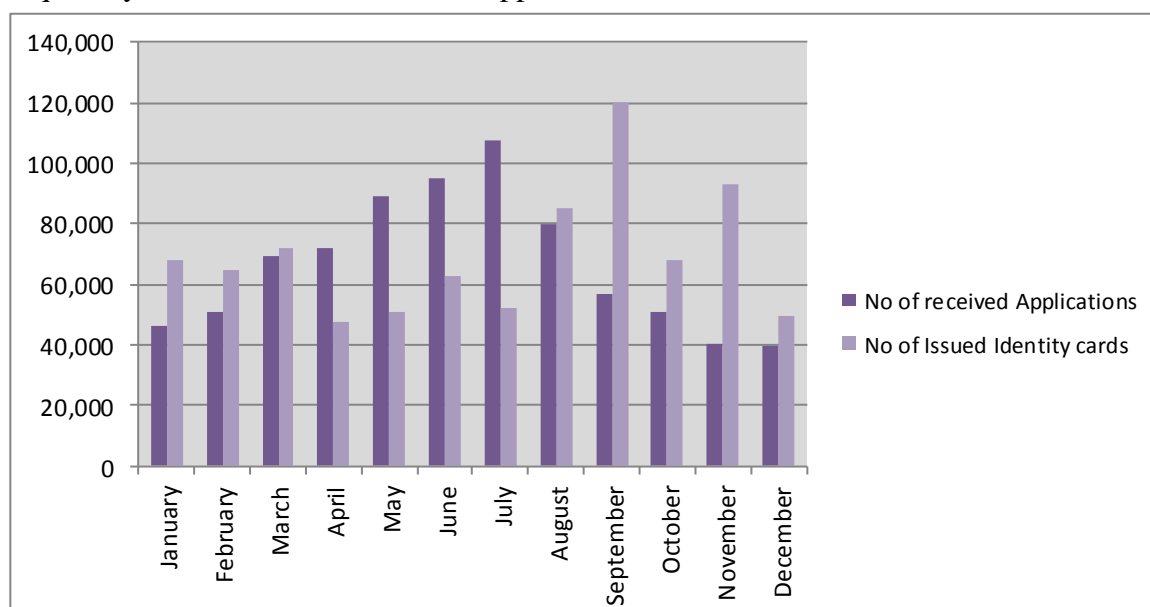
2. Issuing Identity Cards

- **Normal Service**

The number of NICs issued by the Department under the normal service from January 01 to December 31 in 2015 can be identified as follows.

| Month | No of received Applications | No of Issued Identity cards |
|--------------|-----------------------------|-----------------------------|
| January | 46,190 | 67,667 |
| February | 50,763 | 64,816 |
| March | 69,250 | 72,095 |
| April | 72,029 | 47,244 |
| May | 89,194 | 50,677 |
| June | 94,842 | 62,755 |
| July | 107,740 | 52,082 |
| August | 80,136 | 84,968 |
| September | 56,862 | 119,950 |
| October | 50,560 | 68,195 |
| November | 40,546 | 93,073 |
| December | 39,316 | 49,593 |
| Total | 797,428 | 833,115 |

According to the Chart, the difference between Received applications and issued identity cards is the quantity of incorrect and cancelled applications.



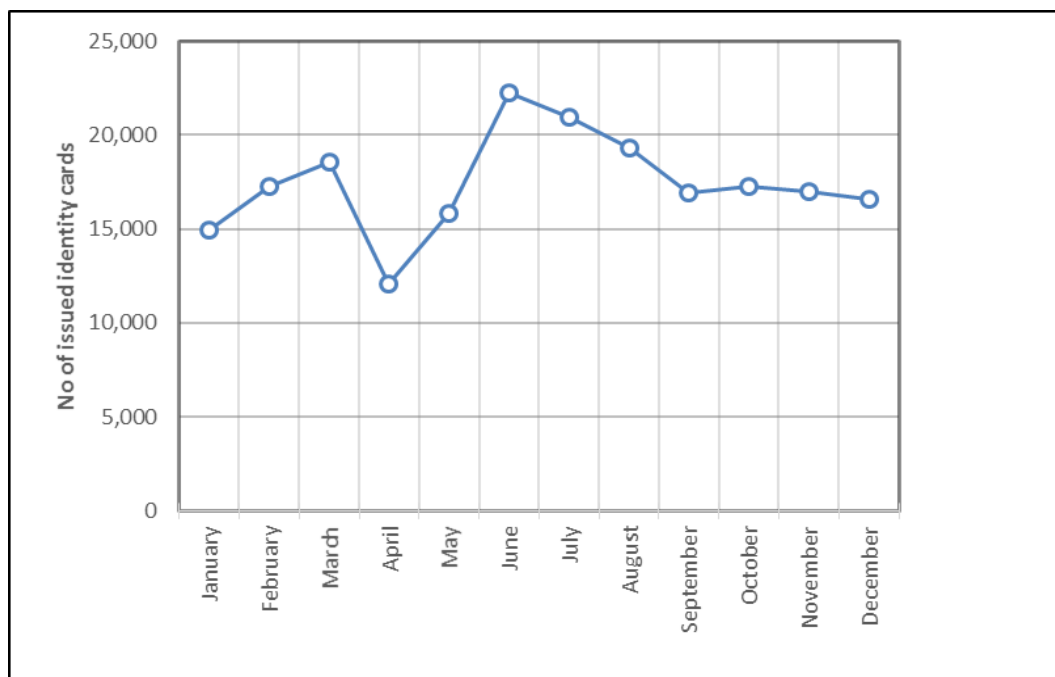
Important: The number of Identity Cards issued in some months are lower than the received applications due to the incomplete applications were available among them. The number of Identity Cards issued in the other months are higher than the applications received because the previously incomplected applications were duly completed in these months and therefore Identity Cards for them also were able to issue during these months.

- **One Day Service**

An expedite program (one day service) has been launched for candidates who expect to obtain identity cards immediately for their urgent needs since 01.09.2003. Under this program Government approved fees of Rs 500/= has been charged for one application, since 1st of July 2015 it was amended to Rs 1000/=.

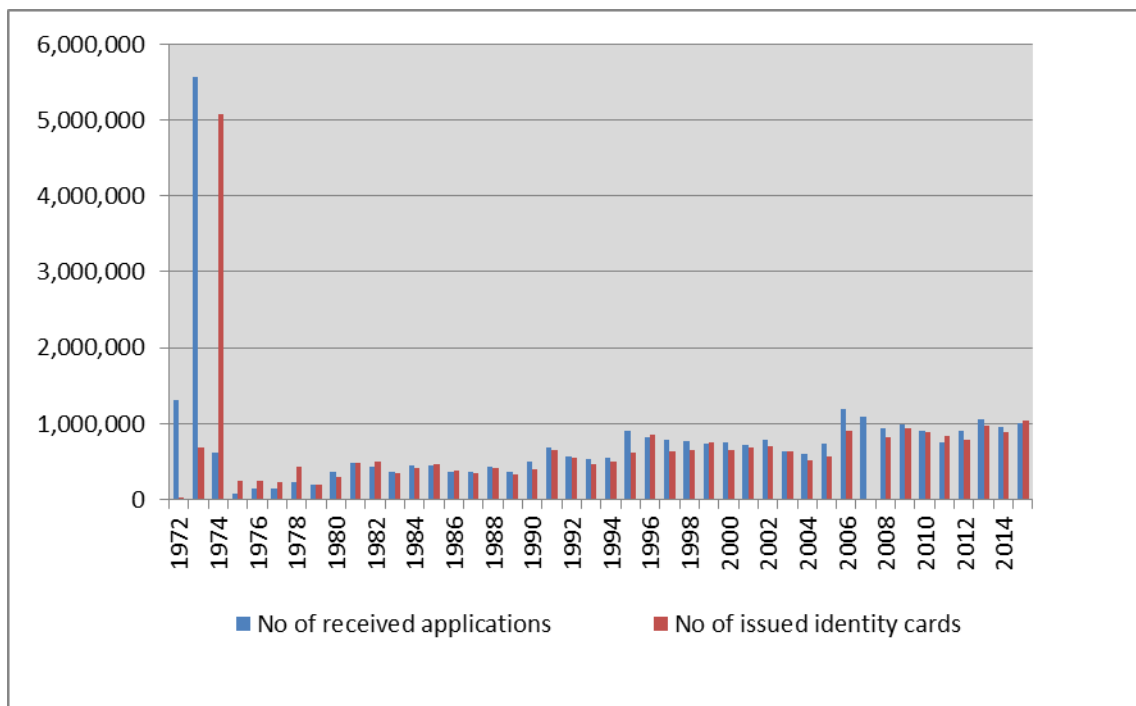
The following chart indicates the income received by the department and the monthly issued identity cards from January to December in 2015.

| Month | No of issued Identity cards | Income (Rs) |
|--------------|-----------------------------|-----------------------|
| January | 14,946 | 7,743,000.00 |
| February | 17,262 | 8,631,000.00 |
| March | 18,540 | 9,270,000.00 |
| April | 12,049 | 6,024,500.00 |
| May | 15,811 | 7,905,500.00 |
| June | 22,274 | 11,137,000.00 |
| July | 20,941 | 20,941,000.00 |
| August | 19,321 | 19,321,000.00 |
| September | 16,904 | 16,904,000.00 |
| October | 17,268 | 17,268,000.00 |
| November | 16,974 | 16,974,000.00 |
| December | 16,584 | 16,584,000.00 |
| Total | 208,874 | 158,433,000.00 |



- **Receiving Applications and Issuing Identity Cards**

| Year | No of received applications | No of issued identity cards | Year | No Received applications | No of issued identity cards |
|------|-----------------------------|-----------------------------|--------------|--------------------------|-----------------------------|
| 1972 | 1,305,801 | 22,459 | 1994 | 545,121 | 493,093 |
| 1973 | 5,570,696 | 680,024 | 1995 | 907,560 | 616,915 |
| 1974 | 619,855 | 5,071,234 | 1996 | 816,275 | 853,191 |
| 1975 | 72,268 | 248,694 | 1997 | 782,988 | 636,187 |
| 1976 | 138,216 | 246,694 | 1998 | 771,597 | 655,580 |
| 1977 | 152,221 | 221,783 | 1999 | 731,079 | 753,560 |
| 1978 | 236,834 | 423,276 | 2000 | 758,463 | 651,787 |
| 1979 | 186,813 | 194,436 | 2001 | 711,295 | 679,250 |
| 1980 | 360,510 | 297,702 | 2002 | 794,357 | 700,000 |
| 1981 | 479,724 | 474,577 | 2003 | 633,168 | 635,046 |
| 1982 | 425,904 | 505,559 | 2004 | 607,111 | 524,241 |
| 1983 | 358,830 | 342,088 | 2005 | 731,310 | 564,872 |
| 1984 | 451,651 | 421,010 | 2006 | 1,196,276 | 897,674 |
| 1985 | 446,619 | 458,557 | 2007 | 1,086,236 | 958,445 |
| 1986 | 364,150 | 374,074 | 2008 | 933,663 | 818,407 |
| 1987 | 372,108 | 353,819 | 2009 | 986,670 | 941,537 |
| 1988 | 431,102 | 409,870 | 2010 | 899,349 | 890,084 |
| 1989 | 365,966 | 333,083 | 2011 | 752,399 | 835,548 |
| 1990 | 491,622 | 397,135 | 2012 | 900,751 | 781,922 |
| 1991 | 676,681 | 646,150 | 2013 | 1,048,343 | 969,617 |
| 1992 | 568,493 | 545,957 | 2014 | 957,382 | 881,721 |
| 1993 | 528,628 | 468,494 | 2015 | 1,006,302 | 1,041,989 |
| | | | Total | 33,162,387 | 28,958,896 |



3. Accelerated Program of Issuing NIC

- **Introducing printed and computerized Identity card in dual languages of Sinhala and Tamil**

The Supreme Court has ordered to issue Identity Cards in dual languages of Sinhala and Tamil until the issuance of e-NIC , due to the human right application No 93/2013(F/R) which was submitted to the Supreme Court requesting to issue Identity Cards in two languages.

Earlier issued Identity Card was a hand written one in single language. The time needed for writing details on Identity Card in two languages might be nearly two times of writing in single language. More staff is required for the same as well. As a solution , issuing printed Identity Cards in both Sinhala and Tamil languages was commenced on 2014.02.28 with the assistance of information and communication technology.

- **Recruitment of Temporary Clerks (Tamil)**

Due to the lack of Production Assistants with Tamil Language writing skill who are specially recruited for developing NICs, the issuance of NICs written in Tamil Language has been shown a slight downfall.

According to the request made to the Ministry of Constitutional Affairs and National Integration , 16 Temporary Clerks (Tamil) who were trained under the “Equal Access to justice” project funded by UNDP, were recruited on the basis of temporary and monthly allowance of Rs. 9000/= at the 1st instance. Their services have been obtained as following table. Funds were allocated for the same under the above mentioned project.

| Time period | No of officers | allowances |
|-------------------------|----------------|----------------------|
| 2009.08.07 - 2009.11.06 | 16 | Rs.9000/- per month |
| 2009.11.16 - 2010.03.15 | 16 | |
| 2010.04.15 - 2010.08.31 | 23 | Rs.10000/- per month |
| 2010.09.15 - 2011.02.14 | 07 | Rs.15000/- per month |
| 2010.10.04 - 2011.02.14 | 23 | |
| 2011.08.01 – 2011.12.31 | 07 | |
| 2012.01.04 – 2012.05.31 | 07 | |
| 2012.06.06 – 2012.07.31 | 07 | |
| 2012.08.01 – 2012.12.31 | 07 | |
| 2013.04.08 – 2013.07.31 | 05 | |
| 2013.08.07 – 2013.12.31 | 07 | |
| 2014.05.16 – 2014.09.16 | 07 | |
| 2014.07.14 – 2014.09.16 | 01 | |
| 2014.11.01 – 2014.11.19 | 08 | |

- **Employment of Tamil medium Clerks on Contract Basis**

In this newly introduced computerized system of issuing Identity Cards in both Sinhala and Tamil languages, it is essential to translate the details to Tamil language. Due to the lack of Tamil medium clerks, the approval was obtained from the Department of Management Services for the employment of 10 Tamil medium clerks for the department on contract basis. Accordingly, the details of the employment of contract basis officers is given in below table.

| Time period | No of officers | Allowances |
|-------------------------|----------------|------------------|
| 2014.11.21 – 2015.11.20 | 8 | Rs.437/- per day |
| 2015.01.16 – 2016.01.15 | 2 | Rs.437/- per day |
| 2015.11.21 – 2016.11.20 | 8 | Rs.437/- per day |

- **Employment of the Officers from the Civil Security Department.**

Due to the promotions gained to the other services, the number of Production Assistance who are directly involved with developing NICs have been decreased. Therefore, 47 officers who have skill to develop NICs had been employed from the Civil Security Department from 2010.09.20 to 2013.12.31. Sixteen officers of them have been employing until now. In 2015 with recruitment of new Public Management Officers, obtaining the service of Civil Security Department officers have been stopped since 2015.10.13.

- **Recruitment of Practical Trainees**

In addition to the above officers, practical training was provided to the trainees who had trained at the Vocational Training Institutes, with the payment of Rs.500/- per day. The details are given in the following table.

| Time period | No. of Trainees | Vocational Training Institute |
|-------------------------|-----------------|--|
| 2011.08.10 – 2012.02.09 | 6 | National Youth Services Council |
| 2011.08.15 – 2012.02.14 | 4 | Lalith Athulathmudali Vocational Training Center |
| 2011.12.08 – 2012.06.07 | 1 | Vocational Training Center Dehiwala |
| 2012.04.02 – 2012.10.01 | 4 | Sri Lanka Vocational Training Authority |
| 2012.04.20 – 2012.10.19 | 1 | Technical College Gampaha |
| 2012.10.01 – 2013.03.31 | 2 | Sri Lanka Korean National Technical College |
| 2012.12.10 – 2013.06.09 | 1 | Technical College Gampaha |
| 2013.01.21 – 2013.07.20 | 2 | Lalith Athulathmudali Vocational Training Center |
| 2014.07.07 – 2015.01.06 | 1 | National Apprentice and Industrial Training Authority |
| 2014.07.15 – 2015.01.14 | 1 | National Apprentice and Industrial Training Authority |
| 2014.02.18 – 2014.07.04 | 1 | Institute of Advanced Technological Education - Dehiwala |
| 2014.02.18 – 2014.08.17 | 2 | Institute of Advanced Technological Education - Dehiwala |
| 2014.04.28 – 2014.10.27 | 1 | Ministry of Youth Affairs & Skills Development |
| 2014.05.20 – 2014.11.19 | 4 | Ministry of Youth Affairs & Skills Development |
| 2014.07.07 – 2015.01.06 | 1 | National Apprentice and Industrial Training Authority |
| 2014.07.15 – 2015.01.14 | 1 | Sri Lanka Vocational Training Authority |

4. Application of Information Technology for the Process of Issuing NICs

- **Assigning Numbers Using Computers**

Assigning Numbers through computer for NICs issued for the first time has been implementing since 01 January 2007 within the department itself.

- **Issuing Identity Cards by using Computerized system**

The printed Identity Card have been issued from 28.02.2014 in both Sinhala and Tamil languages.

- **Issuing Index Cards through Computerization.**

Searching department records (index) for issuing duplicates for lost NICs and for amending current NICs has been formerly done manually. Currently it has been computerized and therefore being done through the system.

5. Mobile Service

Conducting mobile services is expedited as the NICs are compulsory to vote in the elections. Obtaining completed applications from persons live far away by approaching them at village level in this mobile service. 18,747 applications have been received from January to December in 2015 under this program.

6. Training programs

Steps have been taken to make participate the employees of the department in various training programmes in year 2015 with the expectation of improving productivity. As the output, it is expected to improve the efficiency of providing services to the public.

The Details of the training of the staff is submitted in the annexure I.

7. Incentive Allowances

On request of applicants, “one day service” has been initiated since 2003 to issue NICs with in the same day. An approved scheme of incentives has been implementing to motivate the staff involved with one day service delivery. This scheme of incentives has also been implemented in 2015.

8. Legal Affairs

Legal related activities such as finding solutions for applications with issues, confirmation of doubtful NIC numbers, reply for inquiries of various public and private institutions, checking doubtful birth certificates and charging for violating the Act of Registration of Persons completed during 2015 are given in Annexure II.

9. Physical Resource Management

- **Land and Buildings**

The building situated in No 45, Kappetipola Road, Colombo 05 is possessed to the department.

- **Rents**

The department has rented 12,180 square feet “Yamuna Building” situated at Nugegoda on monthly rental of Rs 527,250/= including all taxes.

- **Other Assets**

Details of vehicles currently possess by the department are given in below table.

| Number | Vehicle | Type | Purchased Date | Purchased Value (RS) |
|---------|------------|--------------------------|----------------|----------------------|
| NA 2147 | L 300 Van | Mitsubishi L300 | 2006.05.24 | 4,450,000.00 |
| KB 8577 | Motor Car | Nissan Sunny Super Salon | 2006.05.25 | 3,400,000.00 |
| PA 9855 | L 300 Van | Mitsubishi L300 | 2006.11.22 | 4,250,000.00 |
| PB 6775 | L 300 Van | Mitsubishi L300 | 2008.08.26 | 6,250,000.00 |
| PC 3265 | Cab | Mahindra- Bolero | 2011.06.28 | 2,627,353.00 |
| KP 5832 | Jeep | Mahindra- Scorpio | 2011.08.18 | 4,587,528.00 |
| WP 6059 | Motor Bike | TVS star sports | 2011.06.14 | 104,496.00 |
| PE 1266 | Cab | Toyota-Hilux | 2012.06.12 | 7,500,000.00 |
| KX 7866 | Motor Car | Nissan - Silphy | 2014.02.10 | 9,390,000.00 |
| PF7780 | Cab | Mitsubishi L200 | 2014.12.18 | 6,390,000.00 |
| CAN6891 | Motor Car | Nissan Sunny N17 | 2015.12.08 | 5,795,000.00 |
| CAN7833 | Motor Car | Nissan Sunny N17 | 2015.12.10 | 5,795,000.00 |

10. Financial Progress

- Expenditure estimate and the actual expenditure for the year 2015 are shown as follows.

Financial Information

| Number | Activities | | Budget estimate 2015 Rs.'000 | Progress Rs.' 000 31/12/2015 | |
|--------|------------|---|------------------------------------|------------------------------------|----------------|
| | | Recurrent expenditure | | | |
| 1 | | Personal Emoluments | 507,845 | Finance physical | 505,098 |
| 2 | | Recurrent expenditure Other | 63,394 | | 61,832 |
| | | Total Recurrent expenditure | 571,239 | | 566,930 |
| | | Capital Expenditure | | | |
| | | Rehabilitation and Improvement of capital Assets | | | |
| 3 | 2001 | Buildings and Structures | 3,500 | Finance physical | 1,276 3 |
| 4 | 2002 | Plant, Machinery and Equipment | 500 | Finance physical | 381 9 |
| 5 | 2003 | Vehicles | 500 | Finance physical | 485 6 |
| | | Acquisition of Capital Assets | | | |
| 6 | 2102 | Furniture and Office Equipment | 5,300 | Finance physical | 5,212 91 |
| 7 | 2103 | Plant, Machinery and Equipment | 2,341 | Finance physical | 2,340 20 |
| | | Human Resource Development | | | |
| 8 | 2401 | Staff Training | 1,200 | Finance physical | 1,194 37 |
| | | Other Capital Expenditure | | | |
| 9 | 2502 | Other Investment | 90,000 | Finance physical | 89,977 |
| | | Total Capital Expenditure | 103,341 | | 100,865 |
| | | Grand Total | 674,580 | | 667,795 |

Revenue estimate and the actual revenue for the year 2015 are shown as follows.

| Activities | Revenue estimate 2015 (Rs.) | Progress 31/12/2015 (Rs.) |
|-------------------------|--------------------------------|------------------------------|
| One day Service revenue | 105,000,000 | 158,433,000 |
| Fine revenue | 200,000 | 2,107,800 |
| Stamp revenue | 10,200,000 | 10,633,983 |
| Total | 115,400,000 | 171,174,783 |

11.Details of the Staff

The number of officers newly recruited, retired , resigned , transferred, released and promoted are given as below.

I. New Appointments

- 06 officers belong to Sri Lanka Administrative Service
- 16 officers belong to Development officer Service
- 33 Officers belong to Public Management Assistant Service
- 27 Officers belong to Office Employees Service

II. Retirements

- 01 officers belong to Sri Lanka Administrative Service
- 05 Officers belong to the Public Management Assistant Service
- 01 Officer belong to the Office Employment Service

III. Resignations

- 02 Development Officers
- 01 Production helper

IV. Transfers

- While 05 SLAS Officers were transferred out of the department, 06 Officers have been transferred to the department.
- 01 Officer of Sri Lanka Accountant Service has been transferred to the department.
- While 01 Public Management Assistants Supra Grade officer transferred out of the department, 02 Officers have been transferred to the department.
- While 25 Public Management Assistants were transferred out of the department, 14 Officers have been transferred to the department.
- While 27 Development Officers were transferred out of the department, 27 Officers have been transferred to the department.
- While 02 Drivers were transferred out of the department, 06 Drivers have been transferred to the department.
- While 09 Office Employment Assistants were transferred out of the department, 12 Officers have been transferred to the department.

V. Release

- 04 Officers of the Public Management Assistant Service
- 01 Enforcement Officers
- 12 Development Officers
- 01 Office Employment Assistant

VI. Promotions

- 01 Officer of the Sri Lanka Administrative Service Grade II has been promoted to Grade I
- 01 Officer of the Public Management Assistant Service Grade II have been promoted to Sri Lanka Administrative Service Grade III
- 04 Officers of the Public Management Assistant Service Grade II have been promoted to Grade I
- 01 Officers of the Public Management Assistant Service Grade III have been promoted to Grade II
- 03 Officer of the Information Technology Service Grade III have been promoted to grade II.
- 03 Officer of the Office Employees Service Grade I have been promoted to Special grade.
- 02 Officers of the Office Employees Service Grade II have been promoted to Grade I

Details of the staff are annexed at annexure (III).

12. e-NIC Project

1. Objectives of the project

- Establishment of secured, centralized electronic storage for registration of persons who are age of 15 years and above.
- Issuance of Electronic National Identity Card (e-NIC) for covering all aspects of identity than existing NIC.
- Establishment of Data Sharing and verification mechanism with the government and other institutions.
- Facilitation to national security and development of the country.

2. Main Functions of the project

- Making legal provisions to the Registration of Persons' Act for e.NIC operations
- Establishment of DS-DRP Units for e.NIC Operations
- Replacing of the existing Identity Card with a new form
- Establishment of DRP Head Office and e.NIC Operations Unit at SPI Building , Battaramulla
- Development of IT Infrastructure Facilities
- Initial data capturing program
- Digitization of Citizens data
- Establishment of National Register of Persons (Electronic storage of registration of persons)
- Issuance of eNIC
- Implementation of Data Sharing and Verification service

3. Implementation of Revised Project Plan

3.1 Background:

Identity card is the basic document for the identification of persons in the services provided through Information Technology to the public by all state and private sector organizations. Many problems have been experienced as a result of the methodology of using only the human labour by the Department for Registration of Persons in accordance with the Registration of Persons Act since 1972 and of not using modern technology to issue National Identity cards which guarantee the identity of persons. This has caused many hardships to the public, the service providers and this Department. It has also caused serious problems of guaranteeing both national security of the country and personal security of individuals. Department for Registration of Persons has encountered more difficulties when the machinery and equipment used to issue Identity cards have become outdated, spare parts for them are out of market and purchasing of inserts from the market has become a serious problem.

As a remedy to the problems in the identity card and the method of issuing identity cards, approval of the Cabinet of Ministers has been granted on 07.08.2011 for a project to establish an electronic database and issue cards through it.

It has been noted that the identification of persons is not accurate as it is based only on documents. It is more accurate to identify persons through finger prints obtained as biometric data. It is, therefore, planned to issue e-National Identity Cards (e-NIC) with a photograph of international standards and information of the person and family of Sri Lanka citizens above 15 years of age.

In the meantime, the Supreme Court has ordered to issue identity cards both in Sinhala and Tamil languages after considering a petition filed by a citizen. Since it is now possible for both Sinhala and Tamil communities can visit any area in the country after the end of 30 year war in May 2009 and as it was not possible to issue identity cards using two languages an interim arrangement had to be made until the e-NIC issuance comes into operation. Accordingly an identity card was introduced on 28.02.2014 in two languages as a basis for issuing e-NIC.

Arrangements have been made to obtain biographic data and finger prints as biometric data of all citizens 15 years of age and above. As it has taken time more than expected to introduce necessary amendments to the Registration of Persons Act in this regard, the collection of data has been delayed. Approval of the Cabinet of Ministers has been given on 01.04.2015 for the amendments to the Act and submitted to Parliament. Collection of data can commence immediately after the approval of the Parliament is received. A long period of time has been taken to award the tender for the establishment of IT infrastructure required for the issue of e-NIC. In the circumstances, it is proposed to implement the Project for e-NIC in three stages with improvements to the Interim Solution in order to expedite the e-NIC issuance process.

It is proposed to implement the project under 3 stages based on the activities already planned.

3.2. Stage I:

3.2.1. Replace the current Identity Card with a new form of SMART card:

The current Identity Card is planned to replace with a plastic identity card including the information designed for the e-NIC, since it is difficult to issue existing Identity Card in both Sinhala and Tamil Languages through the interim solution.

It is possible to issue a plastic identity card through the software of the Interim Solution, since it is prepared for the purpose of issuing e-NIC. It is planned to procure 25 printing machines and 1 million pre-printed plastic cards.

Identity card printed on a plastic card will be issued from February, 2016.

3.2.2. Collection of e-Application data through the Divisional Units of the Department.

Approval of the Cabinet of Ministers has been given on 06-06-2007 to decentralize the functions of the department to provincial and divisional levels. Accordingly 331 Divisional Units have been established in all Divisional Secretariat areas and two Development Officers have been appointed to each unit.

It is planned at the divisional level to collect information required in the applications for the issuance of new identity cards, duplicates in place of lost cards, amended identity cards when the information in the card has undergone changes and transfer them to the head office electronically. This would be of great convenience to the public. Two computers, one laptop computer, two document scanners and one printer will be provided to each divisional unit for this purpose. Communication connectivity will be established in each divisional unit in order to send information electronically to the head office.

3.2.3. Supply the number of computers for implementing of the interim solution

It has been planned to install seventy five computers with regard to implement the Interim Solution that has been designed to base for operating e.NIC process.

3.2.4. Provision of Physical Infrastructure:

Following infrastructure is being made available for the implementation of the interim solution in addition to the infrastructure already in place.

- I. Permanent office accommodation for the Divisional Secretariat Units established temporarily.
- II. Construction of the building for the Disaster Recovery Data Centre.
The building for the Disaster Recovery Data Centre will be constructed in the land allocated to the Department in the Nuwara Eliya Divisional Secretariat area after obtaining the approval of the Cabinet of Ministers for the proposal to move the building site from the IT Park, Suriyawewa, Hambantota to Nuwaraeliya.
- III. Improve facilities in the Secretariat for Persons Identity at Battaramulla for the purpose of establishing the Primary Data Center.

3.2.5. Collection and digitizing of citizens' data:

- I. Collection of bio-graphic and bio-metric data along with ICAO standard photograph of citizens 15 years of age and above.

Grama Niladaris of 14022 divisions and Divisional Secretaries or Assistant Divisional Secretaries have been trained on collecting of citizens' data. All equipment, material and instructions have been issued to all Divisional Secretariats. After obtaining sanction of Parliament for the amendments to the Act, the collection of data will be completed within six months.

- II. Digitizing of collected data by a supplier.

After obtaining approval of the cabinet of Ministers and the contract for digitizing of citizens' data has been awarded to the selected supplier. It is planned to commence digitizing data immediately after collecting data and complete within a period of 11 months.

- III. Establishment of National Register of Persons

While data is being collected and digitized, the National Register of Persons will be able to initiate from the digitized information of one (1) million persons

3.3 Stage II: Establishment of IT infrastructure facilities:

3.3.1. Improvements to the software of Interim Solution

Improvement of software of the interim solution with biometric data, family information and ICAO standard photograph required for the NIC process through a qualified supplier.

3.3.2. Establishment of the Primary data Center and Disaster Recovery Data Center.

Establishment of two data centers along with servers, UPSs and required accessories through a qualified supplier.

3.3.3 Establishment of communication link between the two data centers.

3.3.4. Establishment of the e-NIC operations' unit with office furniture and networks through a qualified supplier.

3.4 Stage 3: Issuance of Electronic National Identity Card and in place Data Sharing System:

Issuance of Electronic National Identity Card and implementation of data sharing system based on the National Register of Persons.

4. Revised Estimate:

With the three stages proposed to implementation of the project, the project estimate of Rs. 14,500 Mn can be reduced to Rs 8000.7 Mn.

- Cost estimate for the activities to be implemented Rs 7273.77 Mn.
- Cost incurred to-date Rs 726.94 Mn.

Annexure: Cost estimate for the activities to be implemented:

| Serial No | Description | Amount (Rs Mn.) | Total |
|-----------|---|-----------------|----------------|
| | Stage I | | |
| 1 | Issuance of printed Identity cards with photographs of ICAO standard in place of the current Identity Card | 374.00 | |
| 2 | Establishment of Departmental Units in 331 DS offices with required equipment | 397.02 | |
| 3 | Development of Physical Infrastructure facilities | | |
| 3.1 | Establishment of permanent Department units at DS offices where temporary units are located | 26.00 | |
| 3.2 | Communication links to the Divisional units | 19.93 | |
| 3.3 | Construction of building for Disaster Recovery Data Centre | 106.59 | |
| 3.4 | Primary Data Center , e-NIC Operations Unit, PMU, and the establishment of the Department in the new building | 145.31 | |
| 4 | Collection of data of all citizens 15 years of age and above | 533.06 | |
| 5 | Data digitizing | 715.80 | |
| | Sub Total | | 2317.17 |
| | Stage II | | |
| 6 | Improvement of interim solution software according to the needs of the e-NIC process | 600.00 | |
| 7 | Establishment of Primary Data Center and Disaster Recovery Data Center | 762.00 | |
| 8 | Establishment of e-NIC Operations unit | 145.17 | |
| | Sub Total | | 1507.17 |
| | Stage III | | |
| 9 | Additional machines for card printing | 126.4 | |
| 10 | Establishment of National Register of Persons and Issuance of e-NICs | 2275.14 | |
| 11 | Establishment of a methodology for sharing of citizens data | 5.00 | |
| | Sub Total | | 2406.54 |
| | Expenditure Common to all Stages | | |
| 12 | Technical Advisory services | | 35.30 |
| 13 | Maintenance cost of data centers, divisional units and Operational unit at the HO | | 640.41 |
| 14 | Management and monitoring the project. | | 177.59 |
| 15 | Contingency expenditure | | 189.59 |
| | Grand Total | | 7273.77 |

5. Progress of the Project from 01.01.2015 to 31.12.2015

| Activities | Estimates of expenditures (Rs. Million) | Progress (Rs. Million) | | % |
|---|---|------------------------|--|-------|
| Project Management & Monitoring | 41.5 | Financial | 14.1 | 34.2% |
| Obtaining of Technical Consultancy service for the Project | 3.0 | Financial | - | |
| | | Physical | <ul style="list-style-type: none"> The Cabinet of Ministers granted approval to terminate service of Lanka Logistics and Technologies Ltd on the Project consultant and to obtain technical consultancy service directly from University of Colombo school of computing & University of Moratuwa. | |
| Establishing branch offices of the Department for Registration of Persons as operations units for the purpose of collecting data and preparing infrastructure facilities required | 24.5 | Financial | 4.7 | 19.5% |
| | | Physical | <ul style="list-style-type: none"> Renovated of 174 of 331 DS DRP units for collecting data Established of 9 permanent DS-DRP units instead of units which were running in temporary places. | |
| Amendment of Registration of Persons' Act, formulating relevant regulations and obtaining approval | | Financial | - | |
| | | Physical | <ul style="list-style-type: none"> The Cabinet approval was granted for required amendments to the Registration of Persons Act on 01.04.2015 and published it in the Gazette on 11.04.2015 Though the amendments was scheduled to be taken in the Parliament on 07.07.2015, it was not possible due to dissolution of the Parliament on 26.06.2015. Then again approval of the Cabinet of Ministers was granted on 14.10.2015 for the Act Amendment. | |
| Construction of the Disaster Recovery Center (DRC) | 43.5 | Financial | 0.028 | 0.07% |
| | | Physical | <ul style="list-style-type: none"> Based on the recommendation given by the committee appointed by Secretary of Ministry of Public Order & Christian Affairs, construction of Disaster Recovery Center in IT Park in Sooriyawewa, Hambanthota was suspended due to unavailability of required infrastructure facilities and decided to shift the DRC site in to Nuwara Eliya. Cabinet memorandum on shifting the DRC site in to Nuwara-Eliya was submitted to the Ministry on 26.10.2015 | |

| Activities | Estimates of expenditures (Rs. Million) | Progress (Rs. Million) | | % |
|--|---|------------------------|--|-------|
| Making required legal provisions to issue a current Identity Card with a new form of SMART card | | Physical | <ul style="list-style-type: none"> Obtained approval of the Cabinet of Ministers to the amendments of Registration of Persons Regulation on 16.12.2015. and it was published in the Gazette extraordinary No. 1946/31 of 22.12.2015 Expected to obtain approval from the Parliament by end of February 2016. | |
| Registration of photographers with ICAO standards | 0.25 | Financial | - | 84.2% |
| | | Physical | <ul style="list-style-type: none"> Paper advertisement was published on 26.11.2015 for giving opportunity to more photographers who were not able to apply to the earlier advertisement. 1900 no of applications have already been received. | |
| Providing VPN connection to All DS-DRP units and Provincial Offices in order to obtain information of applications to Head Office. | 5.0 | Financial | 0.048 | .98% |
| | | Physical | Bids received for RFP on NCB published in news papers on 26.10.2015 was evaluated and TEC report was handed over to PPC. | |
| In order to transfer data electronically to Head office from DS-DRP unit and Provincial Offices, two computers, one document scanner and one printer will be provided to each divisional unit. | 297.0 | Financial | - | |
| | | Physical | Bids received for RFP on NCB published in news papers on 05.11.2015 was evaluated and TEC report was handed over to MPC. | |
| In place Software of the Interim Solution with required modifications for the operations of e.NIC process | | Physical | Completed preparation of System Requirement Specification (SRS) and bid document to call RFP, on NCB by the Technical Consultant of University of Colombo school of computing and Technical Evaluation Committee. | |

| Activities | Estimates of expenditures (Rs. Million) | Progress (Rs. Million) | | % |
|---|---|------------------------|---|---|
| Commencement of data collection pilot Programme. | | Physical | <ul style="list-style-type: none"> Based on the approval of President Steering Committee (PSC) of the Project, initial data capturing programme as a pilot step was commenced in 27 DSs in Galle, Mathara and Hambanthota in September 2014 and continued until December 2015. About 190,000 filled applications were received, as at 31st December, 2015. | |
| Training of DRP Staffs on e-NIC | 1.4 | Financial | 0.067 | |
| | | Physical | Conducted a training programme on re-engineered e-NIC implementation plan coupled with the interim solution to the staff officers and section heads of the DRP. | |
| Establishment of DRP office, e-NIC Operations and Primary data center in SPI building, Battaramulla | 112.0 | Financial | - | |
| | | Physical | <ul style="list-style-type: none"> Central Engineering Consultancy Bureau (CECB) was selected as the Engineering Consultant to be prepared designs, estimates for partitioning, Networking and front office & Furniture, in establishing the DRP at SPI building. Bid documents for portioning and Networking was completed and handed over to PPC, in December, 2015 | |

06. Reasons, Issues for inability to complete expected results

- a. Since, it was unable to obtain approval of the Parliament for the amendment to the Registration of Persons Act as scheduled in December 2014 and after that in Jun, 2015, key activities of capturing citizens data including bio-metrics and digitizing of citizen data could not be able to commence in 2015.
- b. The tender for selecting of a supplier for development of ICT infrastructure facilities, facilitated by Lanka Logistics and Technologies Ltd as the Project Manager of e-NIC Project in the beginning and after that as the project consultant, could not be able to complete by taking more than 18 months for evaluating of bids that were opened in September 2013.
- c. Two years project extension along with revised project plan was approved by the Cabinet of Ministers on 07.10.2015
- d. Construction of the building for DRC in IT Park, Sooriyawewa, Hambanthota that has been planned to complete in June, 2015, was suspended based on a decision taken by a committee appointed by the Secretary of Ministry of Public Order & Christian Affairs due to not developing of required infrastructure facilities in the IT Park as agreed by the relevant authority. Due to this reason, it was delayed to construct the building. As a solution, the committee has recommended to shift the DRC site in to Nuwara Eliya and a draft Cabinet Memorandum prepared for this purpose was submitted to the Ministry of Internal Affairs, Wayamba Development & Cultural Affairs on 13.10.2015.
- e. DRP was changed to four Ministries in year of 2015, and it was effected to delay implementation of project activities.

Progress of the Training Programmes (2015.01.01 – 2015.12.31)

| | Training Program | Cost (Rs.) | Progress (No. of Participants) |
|-----|---|---------------------|--------------------------------------|
| 1. | Post Graduate Course in Public Administration | 205,500.00 | 2 |
| 2. | Training Programs in Tamil Language | 630,300.00 | 91 |
| 3. | Training Program in Advance Accounts | 8,500.00 | 1 |
| 4. | Training Programme of Team building & Leadership | 12,000.00 | 2 |
| 5. | Training Programme of Secretary skill development | 6,000.00 | 1 |
| 6. | Training Programs in Sinhala Language | 4,000.00 | 4 |
| 7. | Training Programme for making bid documents of maintenance and development of Computer system | 11,073.00 | 5 |
| 8. | Induction training for new Assistant Commissioners | 3,080.00 | 6 |
| 9. | Training Programme of employment motivation | 280,505.00 | 320 |
| 10. | Human Resource Management | - | 9 |
| 11. | Development of Productivity Quality and Positive attitudes | - | 4 |
| 12. | Business Letters | - | 8 |
| 13. | Resource Sharing and secure networking | - | 2 |
| 14. | Pareral thinking | - | 2 |
| 15. | Salary Inversion | - | 8 |
| 16. | Performance Development of Office Employee Service | | 1 |
| 17. | Disaster Management | - | 4 |
| 18. | Government Audit | - | 17 |
| 19. | Customer Service and Public relation | - | 5 |
| 20. | Treasury Management and Budgeting | - | 5 |
| 21. | Government account system | - | 61 |
| 22. | Government procument | - | 3 |
| 23. | Office Management and Development of Attitudes | - | 15 |
| 24. | Environment Management | - | 1 |
| 25. | Communication and Presentation Skills | - | 4 |
| 26. | Development Attitude of Government Service | | 2 |
| 27. | Finance Management | - | 32 |
| 28. | Legal Provisions | - | 34 |
| 29. | Government Payment Procedure | | 18 |
| 30. | Project Management | - | 9 |
| 31. | Store Management | - | 5 |
| 32. | Pension | - | 4 |
| 33. | Establishment Code and Procedural rules | - | 23 |
| 34. | Disciplinary Procedure | - | 15 |
| 35. | E government application and Security | - | 4 |
| 36. | Self Development and Emotional Intelligence for Work Life Balance | | 20 |
| | Total | 1,160,958.00 | 747 |
| | Efficiency Bar examination for Production helpers | 33,282.50 | 13 |
| | Grand Total | 1,194,240.50 | 760 |

Legal Progress in Year 2015

| No. | Activity | No. of Received Applications / Letters | No of Active Application /Letters | No. of Completed Applications / Letters |
|-----|---|--|-----------------------------------|---|
| 01 | <p>Applications with issues</p> <ul style="list-style-type: none"> i. Two or more numbers available in the computer reports/ Index or number records for the same Identity number / for different persons. ii. Submission of more than one application. iii. Submission of defaced Identity Cards or Identity Cards belonging to others along with applications for making corrections. iv. Having obtained two identity Cards in two Identity Card numbers. v. Counter sign of the Divisional Secretary is doubtful . vi. Submissions doubtful Birth Certificates to the Department of Register General vii. Issues in old number records <ul style="list-style-type: none"> a) Same Identity Card number recorded in two places. b) Wrong Identity Card numbers are recorded. c) Faults due to disorder recordings done by the staff. viii. Legal action taken against to the submission of forge Birth Certificates. | 7319 | 4010 | 3309 |
| 02 | <ul style="list-style-type: none"> i. Confirmation of Identity Card numbers required for Police clearances for the people who live in abroad or wish to go abroad. ii. Confirmation of Identity Card numbers - letters | 14858 192 | 260 - | 14598 192 |

| No. | Activity | No. of Received Applications / Letters | No of Active Application /Letters | No. of Completed Applications / Letters |
|-----|--|--|-----------------------------------|---|
| 03 | Confirmation of Identity Card numbers | | | |
| | i. For requests of Public | 11974 | 1170 | 10804 |
| | ii. For Defence Authorities (Police, Presidential Investigation Unit, Criminal Investigation Department) | 1794 | 103 | 1691 |
| | iii. For Public and Private Organizations (Government and Private Banks, Department of Labour, Employees Provident Fund, Department of Immigration and Emigration, Department of Motor Traffic, Department of Elections) | 1873 | 184 | 1689 |
| | iv. For Foreign Agencies | | | |
| | a. IOM, Embassies, High Commissions | 34 | 2 | 32 |
| | v. For inquiries for the Judicial matters | 153 | 13 | 140 |
| 04 | Submissions to the Department of Crime Investigation for investigation with regard to the applications submitted along with forge documents for Identity Cards. | 15 | 15 | - |

Annexure III

Details of the Staff as to 31.12.2015
Detail Report of the Carder

| Designation | Approved Carder | Actual Carder | Vacancies | Excess |
|---|-----------------|---------------|------------|----------|
| Commissioner General (SLAS-Special Grade) | 1 | 1 | - | - |
| Additional Commissioner General (SLAS-Special Grade) | 1 | 1 | - | - |
| Commissioner (SLAS -I) | 3 | 3 | - | - |
| Chief Accountant - SLAcS-I | 1 | 1 | - | - |
| Deputy/Assistant Commissioner – SLAS II/III | 16 | 16 | - | - |
| Deputy/Assistant Director | 1 | - | 1 | - |
| Accountant SLAcS II/III | 1 | 1 | - | - |
| Internal Auditor - SLAcS | 1 | 1 | - | - |
| Administrative Officer - P.M.A.S Supra | 2 | 2 | - | - |
| Translator | 2 | - | 2 | - |
| Budget Assistant (To be appointed from the Budget Department) | 1 | 1 | - | - |
| Enforcement Officer | 75 | 67 | 8 | - |
| Development Officer | 827 | 777 | 50 | - |
| Public Management Assistant | 282 | 174 | 108 | - |
| Information and Communication Technology Assistants | 10 | 8 | 2 | - |
| Drivers | 11 | 8 | 3 | - |
| Office Employees Service | 85 | 73 | 12 | - |
| Production Assistant* | 36 | 36 | - | - |
| Record Helpers* | 10 | 10 | - | - |
| Total | 1366 | 1180 | 186 | - |

* To be filled with Office Employee Service