

2019

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செயற்க்திறன் அறிக்கைகளும்
ஆண்டுக் கணக்குகளும்

**Performance Report and
Annual Accounts**



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மாவட்ட செயலகம் - அனூராதபுரம்
DISTRICT SECRETARIAT - ANURADHAPURA

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Chapter 01

1.1 Introduction

Anuradhapura is a multi-religious, multi-lingual community in the North Central Province. The district is bounded by the Mullaitivu Districts, the Kurunegala and Matale Districts to the south, the Puttalam and Mannar Districts to the West and the Polonnaruwa and Trincomalee Districts to the East. 7179 km. The total population is 929,539 and the population density is 129 per square kilometer. The total number of families in the district is 231,351. There are 634 electorates in 7 electorates in the Anuradhapura District. The number of registered voters is 653,151. There are 22 Divisional Secretariat Divisions, 694 Grama Niladhari Divisions and 2594 Villages in the District.

As an additional crop, soybean, maize, undu, sesame and big onions are grown. This will help complete the sorghum and soybean national forces. Rain water is supplied to the crops by the rainwater and the irrigation system. Kala Wewa, Tisa Wewa is one of the oldest irrigation management technology systems in the district, which is astonishing even in the field of engineering. The irrigation system consists of 12 major tanks, 85 central tanks and 2974 tanks, including Nuwarawewa, Abhaya Wewa, Nachchaduwa, Rajanganaya and Padaviya. There are also many small scale tanks throughout the district. Considering the climatic conditions, Dry Zone is characterized. The average temperature is above 32 degrees Celsius. Rainfall can be seen as 1285 square meters. The northeastern monsoon season is fertile from mid-September to February. With its rich heritage everywhere, this district occupies a unique place among the rest of the island.

1.2 Vision

An optimal public service.

**“A heritages protected
sustainable development”.**

1.3 Mission

**“Protecting the heritages in the district,
Managing resource optimally
ensuring human needs and
environment conservation in compliance
with the government policies
adhering to the principles of good governance.**

1.4 Objectives

- Maintaining an efficient and effective district administration.
- Establish good attitudes, responsibility, prudent use of resources, impartiality, transparency in public service.
- Ensure efficient service delivery by the public sector in a way that enhances public satisfaction.
- Treating all impartially.
- Prioritize the recipient.
- Inadequacy.
- Conscience.
- Friendliness.
- Impartiality.
- Discipline.
- Exemplary honesty.
- Team temperament.

1.5 District Secretariat Anuradhapura

Our Main Activities

- Initiate to reduce the poverty of the people of the district.
- Development and coordination of development projects.
- Administration and operation of district projects.
- Collection of income.
- Protection and control of government assets.
- Control of disaster relief and rehabilitation projects.
- Co-ordination of election activities.
- Co-ordination of government affairs and fulfilling assigned duties by divisional and village level officers and organizations.
- Representative of other Ministries and Departments.
- Assisting with the functions of the Provincial Council and carrying out all administrative activities in the district.

1.7 Department of Buddhist Affairs

Programs done in 2019

01. Ushering the Monks from this district for the celebration of the declare of Tripitaka as a National Heritage Coordinated by the Presidential Secretariat - at Alu Viharaya, Matale on 5th of January 2019.

02. Ushering Monks from Anuradhapura District to Full title Granting Ceromony for the Temples in State Lands - in collaboration with the Land Commissioner General's Department.

03. Activities relevent to Trinitapakabhiwandana Program - Implementation of Programs at Divisional level and District level.

Ex. "Pindapatha" program - for Monks - from 15th of March 2012 to 23rd of May.

04. Conducting the "Ashirwada Pinkama"(Blessing Ceremony)and the "Pahan –pooja" with the intention of blessing to the country and with the participation of 500 monks at the Maha Sapalathala Mawatha in Ruwanweli. Concurrently ,a program of constructing houses for 30 homeless families held on 22.09.2016.

05. Matters relating to Pichcha Mal Pooja Charitable Celebration - 27.07.2017

06. Conducting " Budu Puth Suraksha" Insurance Rights North Central Province Ceremony – Ushering Monks from Divisions and Functions relevent to the Ceremony on 17.08.1920

07. Conducting the National Poson Festival centering at Tantirimale Raja Maha Viharaya, Mihintale Raja Maha Viharaya and Atamasthana Sacred Area from 2019.06.12 to 2019.06.20

Dhamma School Teachers Examination - Walisingha Harischandri Maha Vidyalaya - 15.09.2017

09. 300 Buddhist monks from this district will be brought to Kandy to celebrate the declaration of the Tripitaka as a National Heritage - on 23.03.2017

10. 300 Buddhist monks brought to Temple Trees in connection with the protection of Buddha's son

11. Celebration of Sri Anagarika Dharmapala Day - 50 shops at Srimath Anagarika Dharmapala Buddhist Center - 16.09.2016

12. Historical Ratnamali Chaitya 9 Presentation of the new Chuda gem to be worn by the King / Ceremony Alms giving for thousands of Lords held simultaneously.

13. Conducting the commemoration ceremony of Sanghamitta Maha Thera

14. Duties relating to the All Island Dhamma School Student Skills Assessment Program - Vavuniya Erattaperiyakulama Vidyalaya, Vavuniya –

Dhamma School Teachers Allowance - Anuradhapura District - 2019

No	Division	Allocated Provisions (Rs.)	Expenditure (Rs.)	Amount (Rs.)
1	NPE	1,795,000.00	1,680,000.00	115,000.00
2	Padaviya	1,035,000.00	1,020,000.00	15,000.00
3	Galenbidunuwewa	1,725,000.00	1,530,000.00	195,000.00
4	Palugaswewa	1,020,000.00	935,000.00	85,000.00
5	Kebithigollewa	640,000.00	535,000.00	105,000.00
6	Palagala	1,345,000.00	1,340,000.00	5,000.00
7	Thambuththegama	1,100,000.00	1,080,000.00	20,000.00
8	Mihintale	1,175,000.00	1,130,000.00	45,000.00
9	Kekirawa	1,895,000.00	1,890,000.00	5,000.00
10	Mahawilachchiya	770,000.00	730,000.00	40,000.00
11	Nachchaduwa	740,000.00	690,000.00	50,000.00
12	Horowpartners	1,380,000.00	1,380,000.00	
13	NPC	2,295,000.00	2,105,000.00	190,000.00
14	Talawa	1,680,000.00	1,575,000.00	105,000.00
15	Nochchiyagama	1,625,000.00	1,550,000.00	75,000.00
16	Galnewa	1,150,000.00	1,150,000.00	
17	Ipalogue	1,505,000.00	1,365,000.00	140,000.00
18	Rajanganaya	875,000.00	875,000.00	
19	Medawachchiya	1,760,000.00	1,615,000.00	145,000.00
20	Tirappane	1,075,000.00	1,075,000.00	
21	Kahatagasdigiya	1,820,000.00	1,775,000.00	45,000.00
22	Rambewa	1,310,000.00	1,250,000.00	60,000.00
	sum	29,715,000.00	28,275,000.00	1,440,000.00

Department of Buddhist Affairs

Physical and financial progress of development programs as at 31.12.2017

District: - Anuradhapura

No. of Project Activities	No of Project	(Rs)	Physical Progress	Financial Progress
03	03	850,000.00	100%	100%

1.8 Department of Cultural Affairs

No	Program	Date	Physical Progress	Financial Progress
01	All Religious Program	2019.01.07	100%	100%
02	Chinese Cultural Concert	2019.02.23	100%	-
03	Coordination of all Dance Team for Renaissance Environment Program	2019.03.15	100%	-
04	Organizing “Nation Aluth Sahal Mangallaya” (New Rice Feast) Perahera	2019.04.07	100%	100%
05	Solar Festival of Rajarata	2019.04.15	100%	-
06	“Kokila Wasanthaya” Bakmaha Festival	2019.04.20	100%	-
07	Artists' Selection for the 35th Artistic Awards Ceremony	2019.05.29	100%	100%
08	Compilation of Mobile Phone Use Survey Report	2019 මැයි මාසය තුළ	100%	-
09	Launching of the second edition of the Cultural Creations by the Officers' Collection of Divisional Secretariats and Divisional Offices	2019.06.04	100%	100%
10	Poson Festival and Poson Hewisi Pooja	2019.06.16	100%	100%
11	Implementation of Programs for Peace and Reconciliation (Galenbindunuwewa, Kekirawa, Horowpothana, Tambuttegama)	2019.06.24 සිට 28 දක්වා	100%	100%
12	“Kalakaru Suwadam “Program (Manupa)	2019.06.11	100%	100%
13	“Kalakaru Suwadam” Program (Kebithigollewa)	2019.07.05	100%	100%
14	District Program on State Children's Art Festival	2019.07.15	100%	100%
15	“Deshaja Kalawe Hegumbara Ridmaya” “Kavimaduwa” Program	2019.08.15	100%	100%
16	Book Launching “Nidahase Sirakaruwa”	2019.08.22	100%	-
17	“Kethai Bathai Ape Kamai” Traditional Food program	2019.08.23	100%	100%
18	Book launching “ Abhirahas Ghathakaya and wenath	2019.09.10	100%	-

	Ketikatha”			
19	“Alupata Kobeiyo” Poetic collection	2019.09.19	100%	-
20	Organizing Fahayan Thero's Birthday Celebration	2019.09.29	100%	100%
21	Street Drama Program for Prevention and Reconciliation of Drugs	2019.10.08 , 09 සහ 10	100%	100%
22	“wedihiti Kalakaru Suhada Hamuwa”(Elder Artist Meeting - Matale	2019.10.14	100%	100%
23	“Kalakaru Suwadam” Program and Kalakaru Negamyam (Artists Visiting” Program (Thambuththegama, Galnewa)	2019.12.05 , 06	100%	100%
24	“Hitiwana Kavi” Program - Ipalogama	2019.12.18	100%	100%
25	Printing of National Level Important Annual Magazine for “Sanskruthika Balamadala”	2019.නොවැ.මාසය	100%	100%
26	Setting up of “Sanskruthika Kuti”(cultural chambers)	2019.12.05	100%	100%
27	“Anthar Kalayathana”(Inter Art Institute)Competition	2019.12.21	100%	100%
28	District Literary Festival	2019.12.26	100%	100%

1.9 District Consumer Affairs Division

Month	No of Raids	Case filed	Amount fined
January	76	80	264500.00
February	84	32	172500.00
March	58	107	304500.00
April	43	47	158000.00
May	09	35	132000.00
June	59	60	252500.00
July	77	89	233000.00
August	96	61	149500.00
September	95	116	431500.00
October	100	63	322000.00
November	42	83	321000.00
December	90	35	99500.00
	829	808	2848500.00

Raids according to the sections

Month	Sections						
	10	11	12	20	26	30	31
January	28				05	43	
February	32		1	2	9	40	
March	21				10	27	
April	19	4			5	15	
May	5				1	3	

Awareness

Month	Quantity
January	1
March	5
April	1
May	4
August	2
September	2
October	04
November	04
December	01

Examination of complains

Month	Complains received	Complains settled
January	08	05
February	05	03
March	09	07
April	09	06
May	04	04

Raids in the year 2018

No of Raids	Amount fined
881	2767500.00

1.10 District Agriculture Division

No	Name of the project	Provisioned party	Expenditure head	Output	Allocated amount (Mn)	To the date 2019.12.31				Reason for Non-completion
						Physical progress	Expenditure (Mn.)	Bills in hand	Commitments	
1	Foods production national program	President secretariat	001-02-06-11-2507	Awareness program	0.002	100	0.002	0.000		
2	<u>Sarawath deshayaka waji sangramaya</u>	President secretariat	001-02-06-11-2202	Reconstruction of <u>Nabadagasdigiliya Ellanga system</u> Machine and equipment on rental basis Payment of allowance	40.912	76	40.507	2.813		Heavy rain
3	<u>Sarawath deshayaka waji sangramaya</u>	President secretariat	001-02-06-11-2509	Payment of unsettled bills in 2018 as there was no imprest Payment of allowances for the irrigation officers of N.C.P	9.203	100	8.989	0.000		
4	Reconstruction of unsafe <u>agri wells</u>	President secretariat	001-02-06-11-2509	Construction of 15 <u>agri wells</u>	2.175	100	2.160	0.361		
5	Promotion of organic agriculture through reconstruction of <u>agri wells</u> of selected commercial farmers.	President secretariat	001-02-06-11-2509	Construction of 08 <u>agri wells</u> .	1.339	100	1.186	0.000		
6	<u>Development of agri wells</u>	President secretariat	001-02-06-11-2509	Construction of <u>agri wells</u> .	2.282	100	0.948	0.000		
7	Provision of circuits for building Elephant electrical fence for protecting the cultivations from wild animals	President secretariat	001-02-06-11-250	Provide 100 electrical circuits.	3.090	100	3.066	0.000		
8	<u>Wasa wisa nathi Ran Aswani</u> (Harvest without poisoned) <u>Thirappane</u>	President secretariat	001-02-06-11-250	Awareness programs and provide traditional seeds.	0.115	100	0.114	0.000		
9	Promotion of commercial mango cultivation (<u>Galenbindunuvewa</u>)	President secretariat	001-02-06-11-2509	Distribution of 2666 T.J.C mango seeds among 110 beneficiaries.	0.943	100	0.943	0.000		
10	<u>Hen Bimen Thurasara Wanija Govi Polak</u> (Commercial farm from <u>chena</u>)	President secretariat	001-02-06-11-2202	Create farm a integrating 35 acres	5.626	100	5.014	0.926		
11	Reconstruction of <u>Mihintale wewa</u>	President secretariat	001-02-06-11-2509	Reconstruction of <u>Mihintale wewa</u>	8.754	100	7.892	0.000		
12	Reconstruction of <u>Mihintale wewa</u>	President secretariat	001-02-06-11-2202	Reconstruction of <u>Mihintale wewa</u>	4.934	100	4.509	0.000		
13	<u>Pasal Thuru Uyan</u> Project (school garden project)	President secretariat	001-02-06-06-2509	Observation of plant given the school in 2018	0.146	100	0.145			
14	<u>Pasal Krushi Gewathu</u> Development project	Ministry of Agriculture	118-02-03-20-2509	Starting a <u>crop</u> cultivation in the protected house at <u>Thambuththegama</u> central college.	0.262	100	0.262			
					79.375		75.737	4.100		

1.11 National Fertilizer Secretariat

No	Program	2019 Target	Physical Progress	Financial Progress (Expenditure) Rs
1	Fertilizer awareness programs	12	07	220,696.00
2	Bulk check 0 Store and store inspection	75	75	160,806.00
3	Collecting samples of fertilizer for quality testing	50	11	24,000.00
4	Fertilizer Committee Meetings / Other Meetings	06	06	47,000.00
5	Articles	-	-	16,380.00
6	Other Expenses	-	-	83,056.00
	Total			551,938.00

1.12 National Integration and State Language Division

Provide language proficiency to the public officers for implementing official language policy
– 12 days

In. No	Date	Medium	No of Hours	Venue	No of Participants
1	2019.06.14 – 2019.06.26	Tamil	100	District Secretariat	70
2	2019.09.27 – 2019.10.08	Tamil	100	District Secretariat	83

Provide language proficiency to the public officers for implementing official language policy
– 06 days

In. No	Date	Medium	Hours	Venue	No of participants
1	2019.07.22 – 2019.07.27	Tamil	50	Anuradhapura Teaching Hospital (methsiri Sewana)	128
2	2019.07.28 – 2019.08.02	Tamil	50	Anuradhapura Teaching Hospital (methsiri Sewana)	120
3	2019.09.12 – 2019.09.17	Sinhala	50	Irrigation Department	17
4	2019.10.05 – 2019.10.20	Tamil	50	Anuradhapura Teaching Hospital	91
5	2019.11.09 – 2019.11.23	Tamil	50	Mahaweli Authority, Thambuthegama	46

Official language day and week for implementing of official language policy

“Bas Wada Hadha Dina Nagamu Debasa Surakimu Rata Basaka Alokayayi”

In. No	Date	Venue	No. of Participants
1	2019.07.01	Awareness program for Ceylon Electricity Board employees	100
2	2019.07.01	A/Walisinghe Harischandra maha Vidyalaya	300
3	2019.07.02	Awareness program for Ceylon Electricity Board employees	100
4	2019.07.02	A/Kadurugaswewa Vidyalaya, Thalawa	100
5	2019.07.02	A/Madatugama Muslim Vidyalaya	300
6	2019.07.02	Awareness program for Provincial Secretariat Palugaswewa	50
7	2019.07.03	Awareness program for District Secretariat	200
8	2019.07.03	“Basa Alokayai” – Management Coexistence Awareness program for Union employees	75
9	2019.07.04	A/Thalawa Central College in Thalawa Provincial Secretariat.	300
10	2019.07.04	“Basaka Arunalu “ National Language day program in Technical College, Anuradhapura.	100

G.C.E (A/L) Examination – 2018, Appreciation program for Excellent results obtained for Second Language. Number of participated students – 119.

In. No	School	Medium	No. of participants
1	A/kekirawa Baptist Mission (Tamil)	Tamil	02
2	A/Horapola Muslim Vidyalaya	Tamil	04
3	A/Al-Ameen Vidyalaya, Maradankadawala	Tamil	01
4	A/kekirawa Central College	Sinhala	12
5	A/Madatugama Muslim Vidyalaya	Tamil	02
6	A/Udanidigama Al-Ameena Vidyalaya	Tamil	03
7	A/kekirawa Muslim Vidyalaya	Tamil	10
8	A/kallanchiyagama Muslim Vidyalaya, Kagama	Tamil	02
9	A/Balaluwewa Muslim Vidyalaya	Tamil	05
10	A/Nelliyagaa Muslim Vidyalaya	Tamil	07
11	A/Jaya Muslim Vidyalaya, Pubbogama	Tamil	14
12	A/Andiyagala Nawodya Vidyalaya	Sinhala	04
13	A/Swarnapali Vidyalaya, Anuradhapura	Sinhala	42
14	A/Weerachchola Muslim maha Vidyalaya, Horowpothana	Sinhala	02
15	A/maithreepala Senanayake Vidyalaya, Medawachchiya	Sinhala	09
			119

Other Coordination Activities

In. No	Program	Date and Venue
1	Enterprise Sri Lanka program	A/Walisinghe harischandra ground from 2019.07.24 to 2019.07.27
2	Tamil language day	Provincial Secretariat office from 2019.10.15

1.13. Explosives Control Division

Year	Month	License	Amount	License	Amount
2019	Jan	11	202000	1	550
	February	14	20000	0	0
	March	14	19000	5	5250
	April	17	24000	6	4700
	May	0	0	0	0
	June	49	64500	0	0
	July	24	21750	5	55000
	Aug	23	17750	3	2650
	September	16	13950	0	0
	October	28	27500	6	6300
	November	9	18000	0	0
	Dec.	25	31250	0	0

1.14 District Planning

Progress of the Development programs implementing in 2019 as at 31.12.2019

22

In.No	Program	Allocated Provision s (Mn)	No of Proje cts	Physical Progress				Financial Progress		
				Not started	Runn ing	Wor k done	%	12.31 Expen ses	Bill in hand	%
1	Uncategorized Projects - 2018 (Ministry of National Policies and Economic Affairs)	5.16	7			7	100	4.88		95
2	Gamperaliya Program - 2019 (Ministry of National Policies and Economic Affairs) Phase 1	1557.13	1562	599	290	3687	90			80
	Gamperaliya Program - 2019 (Ministry of National Policy & Economic Affairs) 2nd Stage	396.33	1265	644	147	467	40			
3	Grama Shakthi Program - 2019									
	1. Grama Shakthi	1.98	198			198	100	1.98		100
	2. Grama Shakthi Training Programs	19.80	66		28	38	57	1.82		9
	3. Microfinance Program	23.10	66	4/8	18		28	21.28		92
	4. Registration of societies (stage 2)	2.99	199	2		197	99	0.96		32
4	Rural Infrastructure Development Program - 2019 (Ministry of National Policies and Economic Affairs)	126.86	56	19	2	35	70	52.97	23.13	42
5	Rural Infrastructure Development Program - 2019 (Ministry of National Policies and Economic Affairs) (stage 2)	53.50	107	65		42	40	9.32	10.90	17
6	Rural Infrastructure Development	8.00	16	2	4	10	95	4.59	1.59	57

	Program - 2018/19 (Ministry of National Policies and Economic Affairs)									
7	Social Infrastructure Development Program under Economic Empowerment	10.0	1			1	100	9.64		96
8	Sukitha Purawara Small Town Development Program - 2018 Introduction Project (Ministry of Municipal and Western Development)	0.25	1			1	100	0.25		100
9	Sukitha Purawara Small Town Development Program – 2019 Introduction Project (Ministry of Municipal and Western Development)	25.24	32	11		21	50	7.09	7.76	28
10	Basic Infrastructure Development Program for War Affected Villages - 2018 Unraveling Projects (National Unity and Reconciliation Bureau)	6.22	2			2	100	4.22		68
11	Basic Infrastructure Development Program for War-affected Villages - 2019 (National Unity and Reconciliation Bureau)	23.29	9	5	1	3	50	11.48	0.69	49
12	District Decentralized Capital Budget Program - 2019	93.51	12.05	63		1142	96	80.21	2.82	86
13	Rural Economic Promotion Program - 2019	92.20	173	132	10	21	25	7.36	6.90	8
14	Village development program with a tank	9.04	3	2		1	70	1.44		16
15	Ministry of National Policies and Economic	1.24	2		2		50	0.26		21

	Affairs Resettlement and Rehabilitation Northern Province Ministry of Youth Affairs (Livelihood Development Program)									
16	Improvement of mosques and mosque cultural centers	1.00	4			4	100	0.80		80
17	Micro Finance Loan Scheme for indebted people in North and North Central Provinces - 2018	250.00	294	17		277	20	9.76		4
18	Infrastructure Development Program Ministry of Industry and Commerce	65.00	323	27	29	267	37	24.22	14.96	37
19	Development of religious centers	33.50	62	5		57	92	22.25		66
20	2019 Rural Grounds Development Program	1.00	1			1	100	0.97		97
Total		2806.34	8654	1641	531	6479		1838.68	287.68	66

1.15 District Samurdhi Division

Total Progress as at 31.12.2017

1	Samurdhi assistance		
	families receiving relief of Rs	2668	
	families receiving relief of Rs	31257	
	families receiving relief of Rs	14603	
	families receiving relief of Rs	24399	
	Total number of subsidized families is	72927	
Total expenditure for the year 2019		Rs. 1772134460.00	(Rs. 1772.13 million).

2	Samurdhi Development Project 2 Project Activities		
	I	Providing mango plants in parallel to Samurdhi assistance program mango statistics provided 4930 Expenditure Rs. 1500,000.00 Mn. 1.5	
	II	Project Empowerment Training Programs Number of training programs 3 Expenditure Rs. 110000.00 Rs. 0.11	
	III	Trade Shows Number of related spouse beneficiaries Expenditure Rs. 455000.00 Rs 0.455	
	IV	Livelihood Specialist 5 Project Development Program Number of selected beneficiaries 13 Expenditure 480000.00 Rs. 0.48	
	V	Enterprise Sri Lanka Program Number of selected beneficiaries is 10 Expenditure Rs. 110000.00 Rs. 0.11	
	VI	Wellness program for Kekirawa Number of selected beneficiaries – 15 Allocated Rs. 2830000.00 Mn. 2.83	
	VI	Model Village Program – Galenbindunuwewa Amount Allocated Rs. 2000000.00 Rs. Rs. 2.00	
	VIII	Marketing Development Program - Divisional Secretariat For 17 Selected beneficiaries 24 Expenditure Rs. 830000.00 Mn. 0.83	
	Total Expenditure		Rs. 3485000.00

3	Samurdhi Social Security activities		
	Social security benefits paid based on subsidized families		
	I	Birth allowance (Rs. 7500 / - per birth) Numerals 533 Rs. 3997500.00 Rs. 3.999 Mn	
	II	Marriage allowance (Rs. 7500 / - per marriage) Statistically 1178 Rs. 8835,000.00 Rs	
III	Allowance for diseases (Rs. 250 / - per day for hospitalization 30 days per year)		

	Number 2606 7457500.00 Rs. 7.46		
IV	Death gratuity (Rs. 15000 / - per death) Number 1447 21705000.00 Rs. 21.71		
V	Scholarship allowance (Rs. 500 / - per month for 24 months) The number is 5277 16976250.00 Rs. 16.98		
VI	Twin child grant Figures 36 Rs.330000.00 Rs		
Total Expenditure		Rs. 599301250.00	Rs.

4	Samurdhi Social Development and Environment Program		
I	Diriya Piyasivanasawa Program - One Block House per Divisional Secretariat The number of houses selected to be constructed is 22 Rs.400000.00 (Rs. 4.4 million) The expenditure as at 31.12.2017 was Rs. 2345,000.00 (Rs. 2.345 million).		
II	Housing Program for the Kidney Patients representing all the 22 Divisional Secretariat Divisions The number of houses to be built is 24 Amount of Allocation Rs.4800000.00 (Rs. 4.8 Mn) The expenditure as at 31.12.2017 was Rs. 2.059 Mn.		
III	Prevention of Drugs, Home Management and the Happy Family Program 22 represent all Amount Allocated Rs. 360000.00 (Rs. 0.36 Mn) The expenditure as at 31.12.2017 was Rs. 89,000.00 (Rs. 0.089 million)		
IV	Samurdhi Kakulu Children's Club Program Conducting 54 competitions at the bank zone level, 22 competitions at divisional secretariat level and conducting a district level competition with the participation of the selected children. Amount Allocated Rs. 233,000.00 (Rs. 0.233 Mn.) The expenditure as at 31.12.2017 was Rs. 203700.00 (Rs. 0.204 Mn.)		
V	Samurdhi Children's Club Library Promotion Program - Divisional Secretariat, Rambewa, Mihintale and Talawa Selected Library volume 3 75,000.00 (Rs. 0.075 million) The expenditure as at 31.12.2017 was Rs. 25,000 (Rs. 0.025 million) (Mihintale)		
VI	Samurdhi Beneficiary Physical and Mental Health Promotion Program - 22 Selected Program Area 22 Amount of Allocated Funds Rs.510000.00 (Rs.1.51 Mn) Procedure size 4 The expenditure as at 31.12.2017 was Rs. 116525.00 (Rs. 0.117 million)		
vii	Progress Review Program of Samurdhi Social Development Program Number of Goal Progressions Review 3 Amount of Allocated Funds Rs.38,000.00 (Rs. Programs worth 2		

	The expenditure as at 31.12.2017 was Rs. 23500.00 (Rs. 0.0235 Mn).
	Overall Progress of the Social Development Program Amount of Allocation (Rs. 10.416 Mn) Total Expenditure as at 31.12.2011 (Rs. 4.862 Mn.) Amount of Receivable Liabilities (Rs. 4.91 Mn.)

5	Community Organization and Sports Division
I	Samurdhi District Committee Meeting Target Samurdhi District Committee Meeting 4 Amount of Allocated Funds 117,000.00 (Rs.Mn 0.117) Procedure size 4 The expenditure as at 31.12.2017 was Rs. 89,000.00 (Rs. 0.089 million)
II	Programming Community Leader Representatives Program (10 Grants) Number of training programs conducted (for 307 community based organizations) The expenditure as at 31.12.2017 was Rs. 199550.00 (Rs. 0.19 Mn.)
III	Providing sports equipment to school children of Samurdhi beneficiaries. Number of issued kruda equipment sets 5 The expenditure as at 31.12.2017 was Rs. 176,000.00 (Rs. 0.17 Million).

6	Human Resources Development Division
I	1 day two day residential training program No of training programs 4 Training Officers 289 The expenditure as at 31.12.2017 was Rs. 258300.00 (Rs. 26.26 Million).
II	One Day Training Program (Customer Care) No of training programs 2 Training Officer Statistics 255 The expenditure as at 31.12.2017 was Rs. 100850.00 (Rs. 0.10 Mn.)

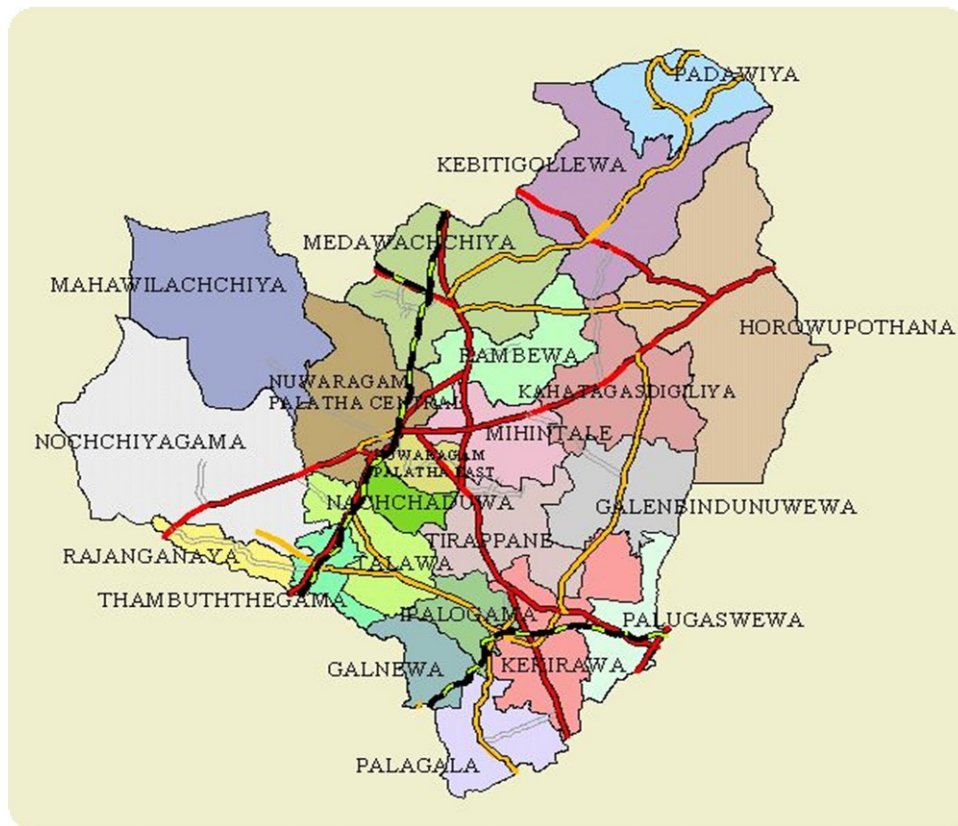
7	Housing Lottery Funded
I	Housing Program for Samurdhi beneficiaries who should pay special attention Number of approved houses (Rs. 200,000 / - per house) Number of houses built 11 The expenditure as at 31.12.2017 was Rs. 2200,000.00 (Rs. 2,2 Mn.)
II	Housing Lottery Housing Program for the beneficiaries of 0Generated 264 approved houses (Rs. 200,000 / - per house) Number of houses built 262 The expenditure as at 31.12.2017 was Rs. 52400000.00 (Rs. 52.4 Mn.)

8	Design and Operational Program (Evaluation of progress in all areas)	
	I	<p>Conducting local government meetings 144 Target Setup Statistics Allocated Rs.495000.00 (Rs. 0.495) The expenditure as at 31.12.2017 was Rs. 231500.00 (Rs. 0.232 Million).</p>
	II	<p>Conducting district level meetings Target upload number12 Allocated Rs.341,000.00 (Rs. 0.341) Expenditure as at 31.12.2011 is Rs.</p>

9	Livelihood Development Revolving Loan Fund Activities	
	I	<p>1 Provided by the circular in the year 2019 14426 Loan statistics Loan Amount Rs.351706400.22 (Rs.351.71 Mn) Balance of the Revolving Fund as at 31.12.2011 is Rs. 78112029.18 (Rs. 78.112 million)</p>

10	Samurdhi Bank Program	
	I	<p>Samurdhi Bank Program Release Number 525960 Total Issued Loan Rs. 14219.78 Mn Total Recovered Rs. 9263.05 Mn 55162 The amount to be recovered is Rs. 2851.60 Mn</p>
	II	<p>Samurdhi Bank Investment (Fixed Deposit Amount) Bank of Ceylon Rs. 1134.18 People's Bank Rs. 1525.70 National Income Bank Rs. 904.63 Regional Development Bank Rs. 685.57 Mortgage and Investment Bank Rs. 45.84 6 Housing Development Corporation Rs. 385.19 Total investment amounted to Rs. Rs. 4681.10</p>
	III	<p>Samurdhi Bank lodging activities Rs. Million Shares 209402 755.64 Club 203794 959.92 Child 72768 351.07 Diriyamatha 66454 252.72 Non-Social 41504 213.1 Collective 26821 581.72 Mandatory Savings 134610 2157.83 12630 39.29 per pupil</p>

1.16 Divisional Secretariats in Anuradhapura District



Divisional Secretariat of Anuradhapura District

- | | |
|------------------------------|--------------------|
| 1 Position | 12 Talawa |
| 2 Kebithigollewa | 13 Thambuththegama |
| 3 Medawachchiya | 14 Rajanganaya |
| 4 Rambewa | 15 Galnewa |
| 5 Horowpothana | 16 Ipologama |
| 6 Galenbindunuwewa | 17 Mihintale |
| 7 Kahatagasdigiya | 18 Thirappane |
| 8 Central Nuwaragam Province | 19 Kekirawa |
| 9 Eastern Nuwaragam Province | 20 Palugaswewa |
| 10 Mahachilachchiya | 21 Palagala |
| 11 Nochchiyagama | 22 Nachchaduwa |

Chapter 02

Achievements

- Achieved special recognition at the National Productivity Awards Competition.

Challenges

- The people of Rajarata, which belongs to the Dry Zone, have to face heavy rains and droughts from time to time.
- High prevalence of non-communicable diseases such as kidney diseases due to excessive use of pesticides and chemical fertilizer in the agricultural sector in Anuradhapura District.

Goals ahead

- Our main goal is to alleviate poverty in the Anuradhapura district where a large number of Samurdhi beneficiaries live. It is important to raise the poor below the poverty line and to improve the quality of life of the poor.
- To minimize the damages caused by natural disasters (such as floods / droughts) that are common in the district.
- As agriculture is the main livelihood, agriculture is uplifted and oriented to the foreign market, higher prices and adaptation of farmers into value process.
- To direct the people of the district not only for agriculture but also for other industries and to provide them with necessary knowledge and facilities.
- Innovating the tourism industry and thereby enhancing the quality of life of the tourism industry.



R.M. Wanninayake
Government Agent / District Secretary
Anuradhapura.

R.M. Wanninayake
Government Agent / District Secretary
Anuradhapura.



US Arunarawee
Chief Accountant,
District Secretariat,
Anuradhapura.

U.S. ARUNARAVI
Chief Accountant
District Secretariat
Anuradhapura.

Chapter 03

3. Financial Performance statement as at 31.12.2017

ACA - F

**District Secretariat - Anuradhapura
Statement of Financial Performance
for the period ended 31st December 2019**

Rs.

Budget 2018	Note	Actual		
		2,019	2,018	
Revenue Receipts				
-	Income Tax	1	-	} ACA-1
-	Taxes on Domestic Goods & Services	2	-	
-	Taxes on International Trade	3	-	
-	Non Tax Revenue & Others	4	-	
-	Total Revenue Receipts (A)		-	
Non Revenue Receipts				
-	Treasury Imprests	391,404,714.00	706,566,621	ACA-3
-	Deposits	1,612,008,242.00	469,730,654	ACA-4
80,000,000.00	Advance Accounts	73,366,672.00	59,911,883	ACA-5/5(a)
-	Other Receipts	505,779,355.00	318,504,631	
-	Total Non Revenue Receipts (B)	2,582,558,983	1,554,713,789	
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)	2,582,558,983	1,554,713,789	
Less: Expenditure				
Recurrent Expenditure				
820,417,190.00	Wages, Salaries & Other Employment Benefits	5	816,719,757.00	} ACA-2(ii)
115,182,810.00	Other Goods & Services	6	110,091,981.00	
5,500,000.00	Subsidies, Grants and Transfers	7	5,474,657.00	
-	Interest Payments	8	-	
-	Other Recurrent Expenditure	9	-	
941,100,000.00	Total Recurrent Expenditure (D)	932,286,395.00	825,031,902	
Capital Expenditure				
69,000,000.00	Rehabilitation & Improvement of Capital Assets	10	65,298,062.00	} ACA-2(ii)
78,300,000.00	Acquisition of Capital Assets	11	55,902,135.00	
-	Capital Transfers	12	-	
-	Acquisition of Financial Assets	13	-	
2,700,000.00	Capacity Building	14	1,795,058.00	
6,750,000.00	Other Capital Expenditure	15	2,301,474.00	
156,750,000.00	Total Capital Expenditure (E)	125,296,729	92,783,414	
Main Ledger Expenditure (F)				
-	Deposit Payments	1,428,767,044.00	548,436,730	ACA-4
51,000,000.00	Advance Payments	89,485,270.00	88,250,870	ACA-5/5(a)
-	Total Expenditure G = (D+E+F)	2,575,835,438.00	1,554,502,917	
-	Imprest Balance as at 31st December 2019 H = (C-G)	6,723,545.00	210,872	

3.3 Statement of financial position

ACA-P

District Secretariat - Anuradhapura
Statement of Financial Position
As at 31st December- 2019

	Note	Actual	
		2019 Rs	2018 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	3,970,356,426	3,805,271,921
Financial Assets			
Advance Accounts	ACA-5/5(a)	239,263,122	223,144,524
Cash & Cash Equivalents	ACA-3	6,723,545	210,872
Total Assets		4,216,343,093	4,028,627,317
Net Assets / Equity			
Net Worth to Treasury		(92,186,040)	74,936,559
Property, Plant & Equipment Reserve		3,970,356,426	3,805,271,921
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	331,449,162	148,207,964
Imprest Balance	ACA-3	6,723,545	210,872
Total Liabilities		4,216,343,093	4,028,627,317

Detail Accounting Statements in ACA format Nos. 1 to 6 presented in pages from 51 to 57 and Notes to accounts presented in pages from 52 to 80 form and integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to in agreement.

Chief Accounting Officer

Name :

S. Hettiarachchi

Designation : Secretary

Date : Ministry of Public Administration,
Home Affairs and Provincial Councils
& Local Government

2020/02/28
"NILA MEDURA"
Elvitigala Mw., Narahenpita, Colombo - 05.

Accounting Officer

Name :

Designation :

Date : 06/02/2020

R.M. Wanninayake
Government Agent / District Secretary
Anuradhapura.

Chief Financial Officer/ Chief Accountant/
Director (Finance)/ Commissioner (Finance)

Name :

Date : 26/02/2020

U.S. ARUNARAMI
Chief Accountant
District Secretariat
Anuradhapura.

3.4 Statement of Cash Flows

ACA-C

**Statement of Cash Flows
for the Period ended 31st December- 2019**

	Actual	
	2019	2018 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts		-
Fees, Fines, Penalties and Licenses		-
Profit		-
Non Revenue Receipts	2,582,558,983.00	1,554,713,789
Total Cash generated from Operations (a)	2,582,558,983.00	1,554,713,789
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	932,286,395.00	825,031,902
Subsidies & Transfer Payments		-
Finance Costs - Imprest Settlement to Treasury		-
Total Cash disbursed for Operations (b)	932,286,395.00	825,031,902
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(a)-(b)	1,650,272,588.00	729,681,887
<u>Cash Flows from Investing Activities</u>		
Interest		-
Dividends		-
Divestiture Proceeds & Sale of Physical Assets		-
Recoveries from On Lending		-
Total Cash generated from Investing Activities (d)		-
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	125,296,729.00	92,783,414
Total Cash disbursed for Investing Activities (e)	125,296,729.00	92,783,414
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(d)-(e)	(125,296,729.00)	(92,783,414)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) + (f)	1,524,975,859.00	636,996,472
<u>Cash Flows from Financing Activities</u>		
Local Borrowings		-
Foreign Borrowings		-
Grants Received		-
Total Cash generated from Financing Activities (h)		-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings		-
Repayment of Foreign Borrowings		-
Change in Deposit Accounts and Other Liabilities	1,518,252,314.00	636,687,600
Total Cash disbursed for Financing Activities (i)	1,518,252,314.00	636,687,600
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(h)-(i)	(1,518,252,314.00)	(636,687,600)
Net Movement in Cash (k) = (g) -(j)	6,723,545.00	210,872
Opening Cash Balance as at 01st January		-
Closing Cash Balance as at 31st December		-

3.5 Financial Statement Notes

3.6 Revenue Collection Performance

Revenue Code	Description Revenue	Estimated Revenue		Added Income	
		Original Estimate	Final Estimate	Amount (Rs.)	final income estimate
10.03.07.99	License Fees and Other	10,000	10,000	13,068	130.68
20.02.02.99	Interest and other	11,000	11,000	12,243	111.30
20.03.02.99	Sales Fees and Administrative Fees and Payments	9,000	9,000	5,426	60.29
20.02.01.01	Official Quarters Bungalows and Resorts	9,000	9,000	7,188	79.87

3.7 Performance of utilizing allocated provisions

Provision Type	Allocated Provisions		Actual Costs	Utilized Provisions As% of Final Provision Amount
	Initial Provision	Final Provision		
Recurrent	891,000	941,000	932,286	93.22
Capital	150,000	156,750	125,297	79.93

3.8 FR. Provisions made to this Department / District Secretariat / Provincial Council as a representative of other Ministries / Departments in terms of Section 208

No	Ministry / Department Allocation of Provision	Usage	Allocation		Recurrent Allocation	Utilized allocations, as% of final provisions provided
			Initial Allocations	Final Allocation		
1	Ministry of Buddha Sasana, Cultural and Religious Affairs			70,830,000.00	64,886,000.00	91.6
2	Ministry of Finance, Economic and Economic Development			2,556,624,000.00	1,808,508,000.00	70.7

3	Hon. Minister of Mahaweli, Agriculture, Irrigation and Rural Development			691,328,000.00	416,420,000.00	60.2
4	Hon. Minister of Child Development and Social Security			327,979,000.00	323,287,000.00	98.6
5	Department of Defense-Disaster Management Division			63,903,000.00	62,778,000.00	98.2
6	Minister of Public Administration, Home Affairs and Provincial Councils and Local Government			378,715,000.00	372,306,000.00	98.3
7	Minister of Justice, Human Rights and Law Reforms			57,317,000.00	42,733,000.00	74.6
8	Women and Child Affairs and Social Security Minister - Social Security Division			773,029,000.00	753,893,000.00	97.5
9	Minister of Skills Development, Employment and Labor Relations			34,473,000.00	31,486,000.00	91.3
10	Minister of Industrial Export & Investment Promotion			642,000.00	617,000.00	96.1
11	Science, Technology and Research			6,498,000.00	6,320,000.00	97.3
12	Department of Social Services			14,175,000.00	13,265,000.00	93.6
13	Department of Probation and Child Care Services			17,345,000.00	17,256,000.00	99.5
14	Department of Ayurveda			131,421,000.00	135,673,000.00	103.2

15	Dept of Registration			16,811,000.00	16,554,000.00	98.5
16	Department of Agriculture			220,000.00	218,000.00	99.1
17	Presidency			6,187,000.00	5,979,000.00	96.6
18	Agra 6 Math			365,885,000.00	294,863,000.00	80.6
19	, Office			188,000.00	188,000.00	100.0
20	Minister of Justice, Human Rights and Law Enforcement			13,503,000.00	12,454,000.00	92.2
21	Metropolitan and Western Development Minister			34,493,000.00	15,456,000.00	44.8
22	Dept. of Buddhist Affairs			33,894,000.00	31,938,000.00	94.2
23	Department of Government Press			97,000.00	79,000.00	81.4
24	Department of Development			5,278,000.00	4,973,000.00	94.2
25	Department of Development Finance			15,025,000.00	14,339,000.00	95.4
26	Department of Irrigation			2,210,000.00	2,208,000.00	99.9
27	Department of Wildlife Conservation			15,475,000.00	15,473,000.00	100.0
28	Manpower and employment			1,122,000.00	952,000.00	84.8
29	Housing, Construction and Cultural Affairs			364,000.00	357,000.00	98.1
30	Land Use Policy Plans			1,158,000.00	1,025,000.00	88.5
31	Motor Cars			6,206,000.00	5,021,000.00	80.9
32	Industries and Commerce			99,213,000.00	55,282,000.00	55.7
33	Registrar General's Department			2,930,000.00	2,794,000.00	95.4
34	Ministry of Finance			43,653,000.00	35,754,000.00	81.9

35	Minister of City Planning, Water Supply and Higher Education			6,155,000.00	4,905,000.00	79.7
36	Issues of Nation-Based Corrections			20,000.00	19,000.00	95.0
37	Department of Muslim Religious and Cultural Affairs			1,300,000.00	1,278,000.00	98.3
38	Health, Nutrition and Indigenous Medicine			80,000.00	72,000.00	90.0
39	Digital Infrastructure & Information Technology			123,000.00	123,000.00	100.0
40	Ministry of Defense			101,000.00	101,000.00	100.0
41	Mass Media. Ministry			230,000.00	212,000.00	92.2
42	Department of Pensions			71,600,000.00	71,436,000.00	99.8
43	Census and Statistics 4 Documents			3,188,000.00	3,200,000.00	100.4
44	The Commissioner General of Lands			45,510,000.00	44,835,000.00	98.5

3.9 Performance Reporting of Non-Financial Assets

Asset Code	Code Description	Balance as per the Product Survey Report as at 31.12.2019	Balance as per financial status report as on 31.12.2019	Accounting due in the future	Reporting as% of Progress
9151	Buildings and structures	1,111,388	1,111,388		
9152	Machine Tools	464,791	464,791		
9153	Land	2,357,265	2,357,265		
9154	Intangible Assets	-	-		
9155	Biological Assets	-	-		
9160	ongoing work	36,912	36,912		
9180	Leased Assets	-	-		

3.10 Auditor General's Report **

** The final audit report issued by the Auditor General should be scanned (SCAN) and submitted to Parliament.

Chapter 04

4.1 Performance Indicators of the Institute (Based on the Action Plan)

Specific Indicators	Real output as a percentage (%) of expected output		
	100%- 90%	75%-89%	50%- 74%
	√		

Chapter 05

5.1 Outline the relevant Sustainable Development Goals identified.

Goal / Objectives	Goal	Achievement Indicators	Progress towards achievement to date		
			0%- 49%	50%- 74%	75%- 100%
1. End Poverty Expulsion Grammakashakthi	Establishment of 67 Grammakshakthi Societies	Providing micro loans for livelihood development			√

2. Modern Power	Providing solar panels to 15 power temples	Provision of electricity facilities to temples in 06 Divisional Secretariats			√
3. Houses Construction	Construction of 49 houses at Asirigama in Palugaswewa Divisional Secretariat Division	End poverty			√
4. Industrial Innovation and Infrastructure	Main roads and by-roads in selected DS divisions in the district. 29764 renovations	Improvement of transit facilities for 8708 beneficiaries.			√
5. Clean Water Sanitation	Construction of 215 major distilled water systems Development of 2 Clinical Centers.	Construction of 67 toilets in Mahawilachchiya Divisional Secretariat Division 391 Thuppitiyawa			√
6. Agriculture	Rehabilitation of 6383Km acres of gravel. Implementation of Kahatagasdigiliya and Mahavilachchiya bee keeping projects. Construction of 23 agro wells in Kebithigollewa Divisional Secretariat Division. Construction of two spheres in Horowpothana	Development of necessary roads for the agriculture of the people in 22 divisional secretariats. Providing bee boxes and equipment required for 55 beneficiaries. To help improve agriculture. Facilitate drying of paddy of the farmer community.			√

	Divisional Secretariat Division.				
7. Education	Development of 545 schools.	Improving the education of children of 545 schools in 22 divisions.			√

5.2 Briefly describe the achievements and challenges of achieving the Sustainable Development Goals.

District-level special achievements

- Establishment of 67 Societies in each District with 3 Societies for each Divisional Secretariat.
- Start saving and increase union funding in each of these societies
- Mobilize new members
- To bring the small group up to the Cluster General Assembly level
- Registration of each Society in the Registrar of Companies
- Implementation of projects and loan programs for each of these companies at a cost of Rs.
- Implementing 67 projects at village level (2 lakhs)
- Establishment of the Rural Loan Program for one member at a cost of Rs
- Start small self-employment projects
- (Yogurt production, sweets, agriculture and animal husbandry are prominent)
- Development of Asirigama Divisional Secretariat Palugaswewa as a Grama Shakthi Model Village. 45 houses and 15 toilets
- challenges
- Implementation of various subsidy programs in the villages makes it difficult for people to get involved in such a loan scheme and construction program.
- Officers do not have the training required for such an animation program
- Due to the impact of natural disasters such as crop damage (drought / flood) in debt recovery
- Problems with attitudes of the people and officials of the village
- Local Impact of Political Impact on Stage II and therefore the program is slightly backwards

Chapter 06

06.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies
Senior	16	11	05
Tertiary	4	3	1
Secondary	75	74	1
Primary	30	27	3

06.2 ** Briefly state how HR deficits or surpluses have impacted the performance of the organization.

06.3 Human Resources Development

Name of the Program	Staff Trainer	Duration of the Program	Total Investment (Rs'000)		Program (Local / Foreign)	Output / Knowledge *
			Local	Foreign		
Efficiency Bar Examination Programs for Officers of the PSCI Service	30	Days 01	103,300.00		Local	
Office Management & Office Structure	100	Days 02	66,180.00		Local	Awareness on Local Office Management and Office System
Consumer Affairs in Public Offices	80	days 02	56,780.00		Local	Providing knowledge on Consumer Affairs in Local Government Offices
Procurement Procedure	70	days 02	52,080.00		Local	Awareness on local procurement procedure
Financial Regulations	100	Days 02	66,180.00		Local	Knowledge of Local Finance

(Management of Fiscal Management)						Regulations (Fiscal Management)
Asset Management & Loss Loss	50	Days 02	66,180.00		Local	Giving Knowledge on Domestic Asset Management & Losses
Disciplinary Procedure	75	Days 02	54,430.00		Local	Awareness on Local Disciplinary Procedure
Document Disposal and Archive Maintenance	50	days 01	24,340.00		Local	Disposal of local documents and maintenance of archives
Office work assistant training	60		27,380.00		Local	Providing knowledge on local office assistant training

* Briefly explain how the training program contributes to the performance of the organization.

Chapter 07

No	Requirement	Compliance status (Compliance / non-compliance)	explanation for non-compliance	Precise Decision Modes
1	The following Financial Statements / Accounts have been submitted			
1.1	Annual Financial Statements	√		
1.2	State Officers Advance Account	√		
1.3	Finance and Production Advance Accounts (Commercial Advance Accounts)	√		
1.4	Store Advance Accounts	√		
1.5	Special Advance Accounts	√		
1.6	Other	√		
2	Book keeping records (445)			
2.1	Updating and maintaining the	√		

	fixed asset register as per Public Administration Circular No. 267/2018 d			
2.2	Updating and maintaining personal payroll documents / personal pay cards	√		
2.3	Updating and maintaining the audit query register	√		
2.4	Updating the internal audit record	√		
2.5	Prepare all monthly account summaries (CIGAS) and submit them to the General Treasury on due date	√		
2.6	Updating and maintaining the check and cash order register	√		
2.7	Updating and maintaining inventory d	√		
2.8	Updating and Maintaining the Inventory d	√		
2.9	Updating and maintaining the loss and loss register d	√		
2.10	Updating and maintaining the liability register	√		
2.11	Updating and maintaining the Sub-Document Book Register (GA - N20)	√		
03	Delegation of Functions for Financial Control (135 FR)			
3.1	Financial Powers The powers vested in the Institution d	√		
3.2	Awareness on the transfer of financial powers to the institution	√		
3.3	Licensee shall approve each transaction by two or more officers.	√		
3.4	Accounting of the Government Payroll Software Package in accordance with the Government 5 Account Circular No. 171/2004 dated 11.05.2014.	√		
4	Preparing Annual Plans			
4.1	Preparing the Annual Action Plan d	√		
4.2	Preparing the Annual Procurement Plan	√		

4.3	Preparation of Annual Internal Audit Plan	√		
4.4	Prepare annual estimates and submit to the National Budget Department (NBD) on due date	√		
4.5	Annual cash flow statement should have been submitted to the Treasury Operations Department on the due date. √	√		
5	Audit Queries			
5.1	All audit queries have been answered by the date specified by the Auditor General.	√		
6	Internal Audit			
6.1	FR Prepare the Internal Audit Plan, after consultation with the Auditor General at the beginning of the year, in accordance with 134 (2) DMA / 1-2019	√		
6.2	Replies to all Internal Audit Reports within one month X Internal Audit Installments sent to the Divisional Secretariats There were occasions when there was no reply within a month. Relevant officials have been notified for delays in the Audit Management Committee meetings.	X	There were occasions when the internal audit installments referred to the Divisional Secretariats were not answered within a month.	Relevant officials have been notified for delays in the Audit Management Committee meetings.
6.3	In accordance with subsection (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Department of Management Audit	√		
6.4	In terms of Section 134 (3) of the Financial Regulations, copies of all internal audit reports have been submitted to the Auditor General.	√		
7	Audit and Management Committees			
7.1	At least four Audit and Management Committees have been held during the year under DMA Circular 1-2019.	√		

8	Asset Management			
8.1	Asset Management Circular No 07/2017 As per Chapter 07 of the Asset Purchasing and Disposal Information	√		
8.2	In accordance with Chapter 13 of the said circular, a relevant Liaison Officer has been appointed to coordinate the implementation of the provisions of the said Circular	√		
8.3	As per the Public Finance Circular No. 05/2016, the goods have been surveyed and the relevant reports have been submitted to the Auditor General on due date.	√		
8.4	Excess, deficiencies and other recommendations revealed by the Annual Board of Survey have been made during the period specified in the circular.	√		
8.5	Abuse of hay products 772 Conduct e	√		
9	Vehicle Management			
9.1	Prepare daily running records and monthly summary reports for reserve vehicles and submit them to the Auditor General on due date √	√		
9.2	Less than six months after the vehicle was struck	X	No Title Settlement	Settlement of claims
9.3	Maintaining and updating vehicle log books e	√		
9.4	The MINISTER of every vehicle accident 103,104,109, and 110	√		
9.5	Fuel re-inspection of vehicles in accordance with the provisions of paragraph 3.1 of the State 9 Administrative Circular No. 2016/30 dated 29.12.2016 √	√		
9.6	After the lease period, the full ownership of the tax vehicle log books has been taken over.	√		
10	Bank Account Management e	√		
10.1	Bank reconciliation statements	√		

	have been prepared and certified and submitted for audit on the due date.			
10.2	Settlement of Non-Performing Bank Accounts brought forward for the year under review or ✓	✓		
10.3	Balance of Disclosures and Adjustments in Bank Reconciliation Statements in accordance with the Financial Regulations and the Balance Settlement within one month.	✓		
11	Utilization of Provisions			
11.1	Expenditure incurred not to exceed the limits provided	✓		
11.2	FR In terms of Article 94 (1), the liabilities to the extent of the remaining Provisional Limit will be reached at the end of the year after the utilization of the Provision provided.	✓		
12	Advance Accounts of Public Officers			
12.1	Compliance with Restrictions. ✓	✓		
	Should have had a periodic analysis of the outstanding debt balance			
12.2	Should have had a periodic analysis of the outstanding debt balance	✓		
12.3	Settlement of outstanding debt balances which have been in existence for more than one year	✓		
13	General Deposit Account			
13.1	In respect of expired deposits 571 had been acted upon.	✓		
13.2	Updating and maintaining the Control Account for Public Deposits	✓		
14	Impromptu Account			
14.1	At the end of the year under review, the balance of the cash book was favored by the Treasury Operations Department	✓		

14.2	FR 371 Actual Interim Alert issued in accordance with the Act, having been settled within one month of the completion of the work ✓	✓		
14.3	FR 371 Issue of ad hoc interim not to exceed the approved limit in terms of Article 371 d	✓		
14.4	Monthly reconciliation of Imprest Account balance with Treasury books	✓		
15	Revenue Account			
15.1	Refunds have been made from the revenue collected in accordance with applicable regulations	✓		
15.2	The income collected should be credited directly to the income without crediting the deposit account	✓		
15.3	Income tax returns should be submitted to the Auditor General as per FR 176	✓		
16	Human Resource Management			
16.1	Maintaining staff within approved staff limits	✓		
16.2	Lists of duties shall be made in writing to all members of the staff	✓		
16.3	All reports should be submitted to the Management Services Department in terms of the MSD Circular No. 04/2017 dated 20.09.2017.	✓		
17	Providing information to the public			
17.1	Updating and maintaining an Information Officer by appointing an Information Officer in accordance with the Right to Information Act and the Regulations.	✓		
17.2	Information on the Institution is provided through its website and facilitates public comments / accusations on the Institution through the Website or alternative means.	✓		
17.3	Reports twice or once a year	✓		

	in terms of sections 8 and 10 of the Right to Information Act			
18	Implementation of Citizen Charter			
18.1	The Citizenship / Client Charter has been prepared and implemented in accordance with the Public Administration Circulars of the Ministry of Public Administration and Management No. 05/2008 and 05/2018 (1).	X	In process	Assign and follow up on specific responsibilities
18.2	In accordance with paragraph 2.3 of the said circular, the Institution has developed a mechanism to monitor and evaluate the implementation and implementation of the Citizen / Client Charter.	X	In process	Assign and follow up on specific responsibilities
19	Preparation of Human Resources Plan			
19.1	Preparing a Human Resources Plan based on Annexure 02 of the Public Administration Circular No. 02/2018 dated 24.01.2018.	X	In process	Assign and follow up on specific responsibilities
19.2	Ensure that each member of staff has a training period of not less than 12 hours per year in the above HR Plan	X	In process	Assign and follow up on specific responsibilities
19.3	Annual Performance Agreements have been signed for the entire staff based on the format shown in Annexure 01 of the above Circular.	X	In process	Assign and follow up on specific responsibilities
19.4	Appointing a Senior Officer in charge of the preparation of the Human Resources Development Plan, developing the Capacity Development Program and implementing the skills development programs in accordance with paragraph 6.5 of the above circular.	X	In process	Assign and follow up on specific responsibilities

20	Responding to Audit Paragraphs			
20.1	The shortcomings pointed out by the Auditor General in the Auditor General for the previous year have been corrected.	√		