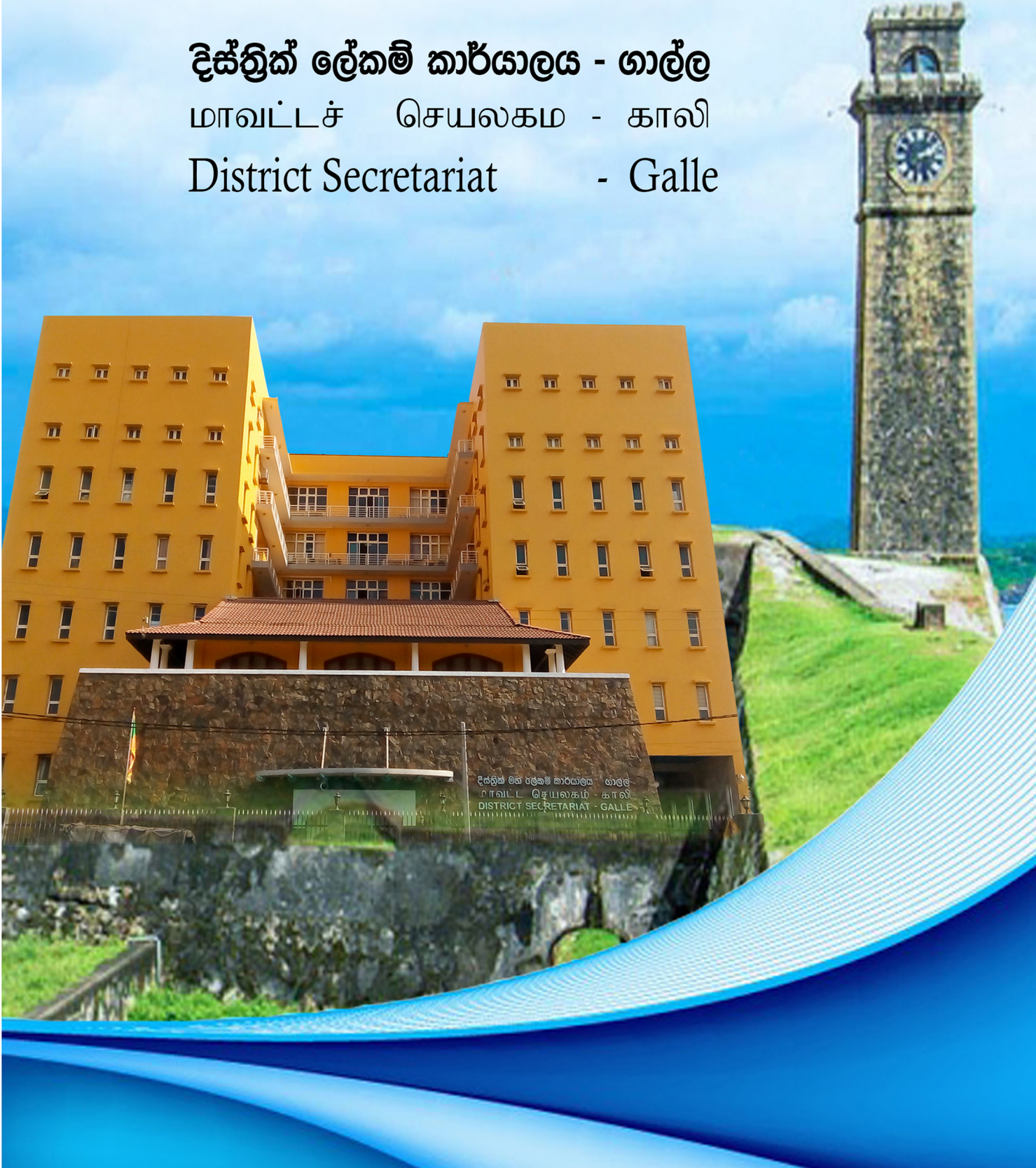




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வருடாந்த செயலாற்றுகை அறிக்கை
Annual Performance Report

2019

දිස්ත්‍රික් ලේකම් කාර්යාලය - ගාල්ල
மாவட்டச் செயலகம் - காலி
District Secretariat - Galle



දිස්ත්‍රික් මහ ලේකම් කාර්යාලය ගාල්ල
மாவட்ட செயலகம் - காலி
DISTRICT SECRETARIAT - GALLE



Performance Report

2019

District Secretariat - Galle
No. 06, Colombo Road,
Galle.

Annual Performance Report for year-2019

District Secretariat Galle

Expenditure Head No. 261

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01. Chapter – Institutional Profile/ Executive Summary

1.1 Introduction

District Secretariat, Galle conducts the rural and divisional administrative activities of the district by coordinating the population of 1,129,738 people distributed within 896 Grama Niladhari Divisions which are being functioned under 19 Divisional Secretariats and 03 Sub Offices in Galle District.

A 27.2% population lives by agricultural sector whereas 27.7 % is employed in industrial sector and 45.1% is engaged in the service sector out of the total population. The significant function of this institute is to find solutions to different economic, social and cultural problems that these people are faced with and to facilitate them with necessary infrastructure facilities in order to fulfill their production activities.

This institute is located in a seven storied building close to the main bus stand and the main railway station that makes a sophisticated environment which enables people to access easily. A staff consisted of 161 public officers are being rendered an effective service to the General Public by deploying modern technology. In addition, this institute has been able to provide an excellent service to the General Public under one roof as many linear ministries and institutions belonged to the provincial public service have also been established within the District Secretariat Building Premises.

Twenty Five Government Agents/District Secretaries have been served in District Secretariat Galle since 1948 up to this date. Mr. Somarathna Vidanapathirana has been serving as the District Secretary/Government Agent of the District of Galle at present.

Introduction to Galle District



Location and Topography

Administrative District, Galle which is bounded on the north by Kalutara and Ratnapura districts, on the east by Matara district and on the North and West by Indian Ocean is extended within an area of 1652 square kilo meters. It includes 73km lengthy coastal belt from Bentota to Goviyapana. When considered the topography of Galle District, its terrain is mostly low, flat to rolling plain with mountains in the central interior. Hiniduma Mountain, Kabaragala Mountain, Kondagala Mountain, Thibbotuwawa Mountain , Kekirihena Mountain ,Wadiyahena Mountain, Balagala Mountain are very significant among them. The land-mass of Galle District is enriched with natural resources created with the quartzite belongs to Precambrian Era whereas red yellow podzolic is noteworthy amongst the others. The moonstone mines are also existed in the Meetiyagoda area within the Divisional Secretariat Division, Ambalangoda. Further, marshes along with mangrove plants, coral reefs have also enriched the ecosystems of the coastal zone of the district. A coral reef in Hikkaduwa which is a great creation of the nature is very much popular not only among of Sri Lankans but also the tourists around the world. It is a great tourist destination and assists for the development process of the Country.

Rainfall in Galle District basically depends on the tropical monsoon rain which falls on May to September and in addition, convectional and expressional rain account for a major share of the annual rainfall. The mean annual rainfall in Galle District is 190.32mm whereas the general temperature has approximately been 27.3 °C. The main river named as “Gin Ganga” flows from the Sinharaja Forest to Gintota whereby ultimately reaches the sea. In addition water resources such as: Madu Ganga, Benthara River and Koggala Oya are the small scale rivers that existed in this area. The high temperature and the heavy rainfall pattern have led to create evergreen healthy forests with natural values. A part of the Sinharaja forest which has been considered as a tropical rain forest and included in to the world heritage list is also belonged to the administrative district Galle.

Similarly, Rumassala Mountain which provides historical evidences for the Rama Ravana Era and Galle Fort cum Galle rampart that signifies the colonial period of Sri Lanka and sacred places such as Seenigama which is dedicated for the God of Devol together with sacred temples namely: Yatagala and Paragoda, have been pilgrimaged throughout the history as noteworthy Buddhist sites established in Galle District.

Galle District has already occupied a considerable contribution to the national income of Sri Lanka. Agricultural crops such as paddy tea, rubber, coconuts and cinnamon are significant accordingly in this perspective. Coastal areas such as Bentota, Hikkaduwa, Koggala and Unawatuna have been the attractive tourist destinations while Ambalangoda is well reckoned for its puppets and masks productions. The Free Trade Zone, Koggala is also established at the South Corner of the Galle District

within 10 km away and subsequently a huge number of youth have already been employed at this export industrial zone in Galle District.

Several basic indicators relevant to Galle District

Literacy	92.95%
Male	93.60%
Female	92.30%
Poverty Index	2.90%
Computer Literacy	30.20%
Internet Browsing (Age in between. 5-69)	24.80%
E-mail utilization (Age in between. 5-69)	10.50%

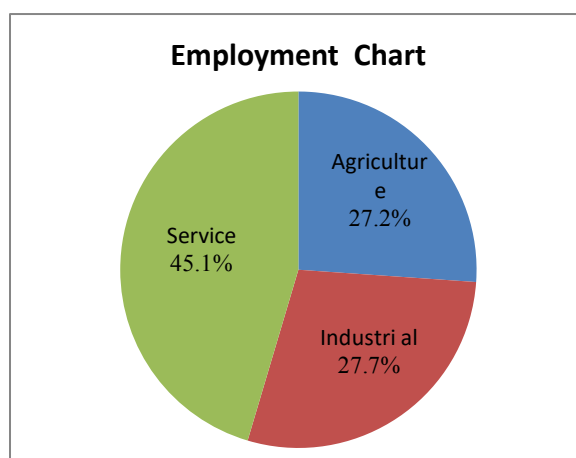
Source - Department of Census and Statistics

Livelihood

Description	2016	2017	2018
Labour Force Participation Ratio			
Total	52.2	52.4	49.7
Male	73.2	70.8	69.2
Female	34.7	36.5	32.6
Employed Ratio			
Employed	94.9	95.6	94.7
Unemployed	5.1	4.4	5.3
Unemployed Ratio			
Male	3.8	3.6	4.0
Female	7.4	5.9	7.7

Employment

Sector	Percentage %
Agriculture	27.2
Industrial	27.7
Service	45.1



Land Usage Pattern - 2019

Description	Extent (Km2)	Percentage%
Total Land mass	1,618.27	97.96
Internal Water Bodies	33.73	2.04
Total Extent of Land	1,652.00	100.00
Total Extent Irrigated Land	811.14	49.10
Total Extent of Non-Irrigated Land	643.43	38.95
Total Extent of Forests	197.43	11.95
Total Extent of Land	1,652.00	100.00

Source:- Department of Census and Statics and District Land Use Planning Office

Dry Farming -2019

Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)
Tea*	28,844	Coffee	45.25	Betel	135.17	Lemon	197.41
Rubber*	4,356	Pepper	1,222.93	Arecanut	638.63	Jack Fruit	1,194.44
Coconut*	7,333	Cashew	18.32	Mango	900.96	Plantain	1,347.37
Cinnamon	12,313.37	Clove	13.19	Orange	202.44	Pawpaw	389.54

*Updated Source:- Department of Census and Statics

The aforementioned sectors contribute to the national income of Sri Lankan economy and crops such as tea, rubber, coconut and cinnamon plays a major role in the Agriculture Sector. In addition, traditional rush mats, traditional beeralu lace making, wooden carvings, traditional mask Industry together with puppets productions have been very famous amongst traditional industries within the district.

The Colombo-Matara Southern Express way has been affected to increase the contribution made by the Galle District over the entire national economic development of country. In addition, this has also been a back force with regard to the proper function of Tourist Industry and harbour related functions.

Irrigation System

Irrigation System of the Galle District is consisted with 04 small lakes, 504 dams and 117 main pipe lines. This irrigation system is governed and maintained by the 03 major state institutions.

1. Irrigation Department
2. Provincial Irrigation Department
3. Agrarian Development Department

Population Data

The estimated population of Galle district in the year 2019 is 1,129,738 whilst male population is 541,745 and female population is 587,993.

Divisional Secretariat Division	Male	Female	Total	Extent (km²)	Population Density (Per 1 km²)
Bentota	25,588	27,508	53,096	74	718
Balapitiya	33,974	37,669	71,643	55	1,303
Karandeniya	32,059	34,342	66,401	88	755
Elpitiya	33,008	35,760	68,768	150	458
Niyagama	18,358	19,438	37,796	109	347
Thawalama	16,953	17,692	34,645	178	195
Neluwa	15,293	15,136	30,429	155	196
Nagoda	27,556	29,635	57,191	179	320
Baddegama	37,990	41,702	79,692	111	718
Welivitiya-Divithura	14,862	16,318	31,180	60	520
Ambalangoda	29,007	31,511	60,518	52	1,164
Gonapinuwala	10,902	12,212	23,114	27	856
Hikkaduwa	52,170	56,103	108,273	65	1,666
Four Gravets	51,843	56,260	108,103	24	4,504
Bope-Poddala	25,353	28,121	53,474	30	1,782
Akmeemana	39,211	43,422	82,633	65	1,271
Yakkalamulla	23,558	25,257	48,815	110	444
Imaduwa	22,619	25,064	47,683	67	712
Habaraduwa	31,441	34,843	66,284	53	1,251
Total	541,745	587,993	1,129,738	1,652	684

Source - Department of Census and Statistics

Temperature and Rainfall Pattern

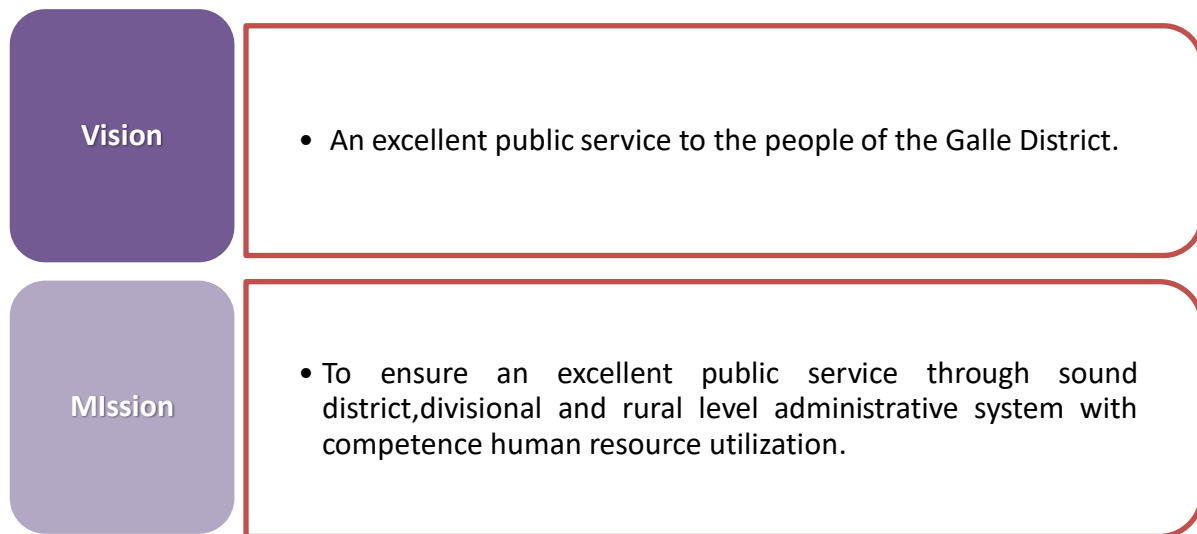
Month	Rainfall (mm)	Temperature (°C)	
		Maximum	Minimum
January	27.7	29.4	23.9
February	120.7	30.8	24.6
March	148.2	31.3	25.1
April	88.4	31.4	25.9
May	269.8	30.5	26.8
June	177.4	30.3	26.7
July	124.5	30.0	26.7
August	426.0	29.1	25.4
September	592.6	28.8	25.1
October	604.3	29.1	24.3
November	309.4	30.5	24.8
December	135.3	30.4	24.3

Source - Department Meteorology -2019

Basic Statistical Data of the District – 2019

Province	Southern
Total Extent of the land	1,652 km ²
Number of Divisional Secretariats	19
Number of Grama Niladhari Divisions	896
Number of Villages	2,423
Number of Voters - 2018	858,749
Number of Electorates	712
Number of Municipal Councils	1
Number of Urban Councils	2
Number of Pradeshiya Sabha	17
Number of circuit Bungalows (Under the Ministry of Home Affairs)	2
Number of Government Quarters (Under the Ministry of Home Affairs)	64
Number of Zonal Education Offices	4
Number of Schools	430
Number of Teachers	8,617
Number of Members of Parliamentary	10
Number of Provincial Council Members	23
Number of Members of Local Government Institutions	479
Estimated Population for 2019	1,129,738

1.2 Vision ,Mission and Objectives of the Institution



Objectives

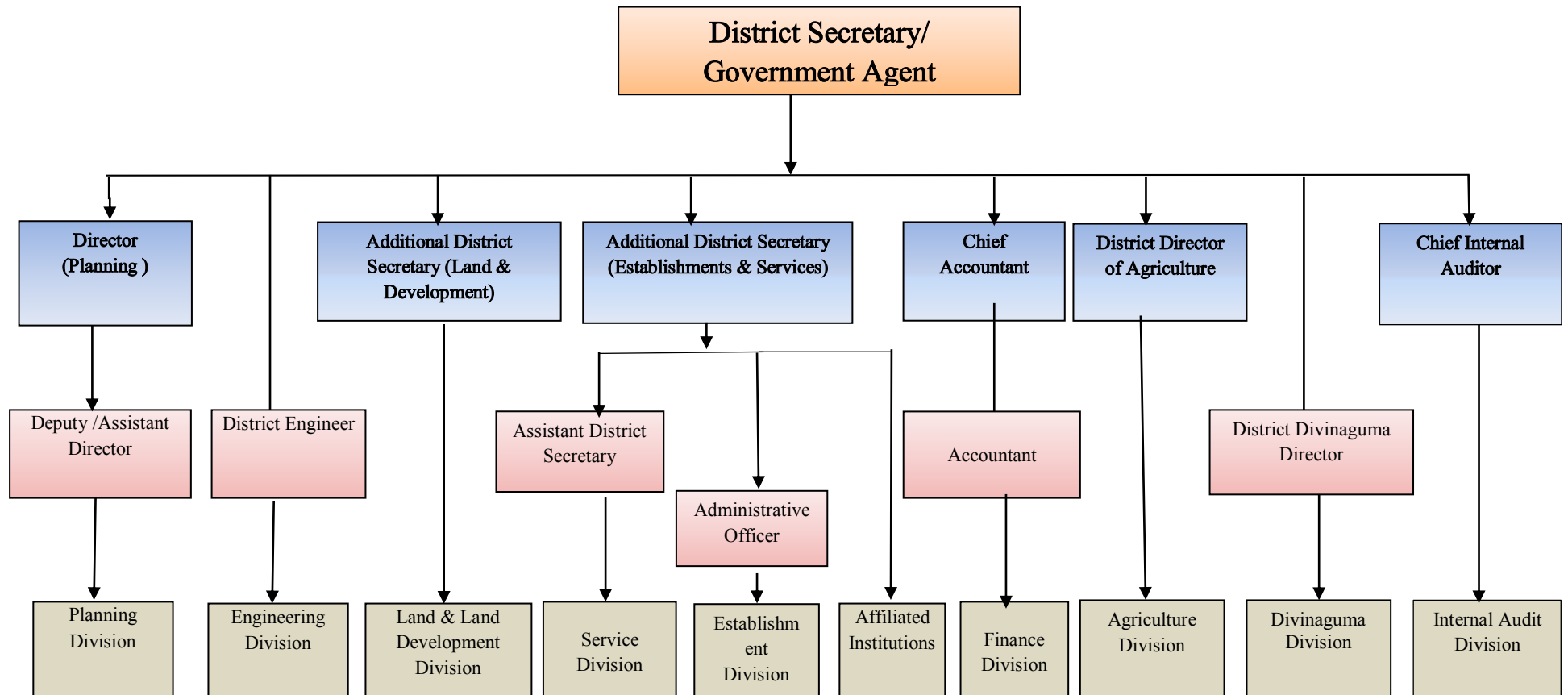
- Enactment of Public Administrative Mechanism up to the Grama Niladhari Divisional levels through the Divisional Secretariats by measuring actions as District Agent Institute of the Central Government.
- Granting economical livelihood and infrastructure facilities, development benefits within the District in sustainable manner for the General Public by measuring actions as a coordinated hub in regard to the preparation of combined development plans and as the Main Coordinating Institute on supervision process for the various development programmes which are being implemented within the district by the Statutory Boards representing central Government and Provincial Councils and Non- Governmental Organizations.
- Preparation of the Action Plans in order to supply a service after transmitting rapid actions up to the rural level through the Divisional Secretariats upon the economic, social and cultural benefits which are being granted to the General Public under the District by the Government and Non-Governmental Institutions.
- Updating maintenance of a database by collecting data under the perspectives of economic, social and cultural in respect of the rural and divisional level in order to originate permanent an affirm development process within the district.

- Collecting revenues, accounting, and remitting to the General Treasury over the entitle revenues by the various Government Institutions, Departments and corporations on behalf of their organizations within the district on the supplication of services to the General Public via District Secretariat and Divisional Secretariats.
- Re-establishment of the life conditions of the General Public at the extensive natural disasters recognized as flood, cyclone, drought and Tsunami conditions.

1.3 Key Functions

- Regulating and monitoring the administrative activities over the 19 Divisional Secretariats together with 03 Sub Offices and 896 Grama Niladhari Divisions within the district.
- Coordinating the Central Government Ministries, Departments as the district Agent by fulfilling the objectives, visions and activities over the said institutions.
- Holding District Coordinating Committee and planning, organizing, implementing and supervising the overall development activities in the district.
- Collecting revenue of various Ministries and Departments, on behalf of the Revenue Accounting Officer of those institutions and accounting and remitting the same to the General Treasury and intimate to the respective Revenue Accounting Officer.
- Acting as the district agent institute of organizing national level and district level cultural, religious, and other state functions.
- Acting as a representative of the Election Commission in respect of every election process.
- Coordinating activities over the services such as Registration of the Deeds, Register of Births, Register of Death and Marriages and issuance of the copies of the relevant particulars within the limitations of the district.
- Re-establishment of the livelihood and making stable thereof by taking necessary actions such as organizing, implementing, supervising, and feed backing in respect of the Disaster Management Activities as the exclusive Government Representative at the extensive natural disasters such as drought, flood, cyclones and sea erosions and tsunami.
- Paying pension payments and coordinating the pension activities of the district.
- Coordinating as an efficient responsive institute on public complaints over their grievances or difficulties.
- Confirmation of possession of an allotment of land on behalf of landless citizens living in the district and taking measures to develop state lands and coordinating the relevant activities.

1.4 Organization Chart



1.5 Main Divisions

1. Establishments Division
2. Land & Land Development Division
3. Financial Division
4. Planning Division
5. Engineering Division
6. Internal Audit Division

Divisional Secretariats under the purview of the District Secretariat

1. Divisional Secretariat - Galle Four Gravets
2. Divisional Secretariat - Thawalama
3. Divisional Secretariat - Niyagama
4. Divisional Secretariat - Ambalangoda
5. Divisional Secretariat - Karandeniya
6. Divisional Secretariat -Elpitiya
7. Divisional Secretariat - Neluwa
8. Divisional Secretariat -Nagoda
9. Divisional Secretariat - Balapitiya
10. Divisional Secretariat - Hikkaduwa
 - I. Sub Divisional Secretariat -Rathgama
 - II. Sub Divisional Secretariat -Madampagama
11. Divisional Secretariat - Akmeemana
12. Divisional Secretariat - Bentota
13. Divisional Secretariat -Habaraduwa
14. Divisional Secretariat - Baddegama
 - I. Sub Divisional Secretariat -Wanduramba
15. Divisional Secretariat -Yakkalamulla
16. Divisional Secretariat - Bope Poddala
17. Divisional Secretariat - Welivitiya Divithuea
18. Divisional Secretariat - Imaduwa
19. Divisional Secretariat - Gonapinuwala

02. Chapter - Progress and Future Outlook

Galle district is the most populated district in Southern Province. Out of the total population of Sri Lanka 5.2% or 1,129,738 population distributed within 896 Grama Niladhari Divisions which are being functioned under 19 Divisional Secretariats and 03 Sub Offices in Galle District and District Secretariat Galle steers the rural and divisional administrative activities of the district. The administrative functions of the district is carried out by 3038 public officers and they can be categorized as 92 senior officers ,35 tertiary officers , 2720 secondary officers and 191 primary officers.

02. An amount of Rs.1750 Million has been allocated on behalf of District Secretariat as budget estimated allocations and out of the above amount, Rs. 1195 Million has been allocated as recurrent allocations and Rs. 555 Million has been allocated as capital allocations. During the year an amount of Rs. 1192 Million has been utilized as recurrent expenditure and Rs.352 Million has been utilized as capital expenditure, bringing the total amount of utilization to Rs.1544 Million out of the above allocations.

03. One of the major activities carried out by District Secretariat during the year was commencement of construction of an auditorium consisting with 2000 seats. This project is scheduled to be completed in the year 2021 at estimated value amounted to Rs.2,656 Million. An amount of Rs. 313 Million has been invested in the year 2019 for the afore said construction activity. Construction of a new building for Divisional Secretariat -Baddegama has already been completed in this year at a cost of Rs.37.8 Million. Further, an amount of Rs.1.3 Million has been invested to obtain electricity supply for the new building. An amount of Rs. 12.5 Million has been invested for the construction of elevator structures for Hikkaduwa ,Habaraduwa and Gonapinuwala Divisional Secretariats and construction activities had been completed in this year. Construction activities of a new bungalow for District Secretary had also been completed at a cost of Rs.57.2 Million. In addition to that Rs. 5 Million has been invested to train the staff of District Secretariat and Divisional Secretariats.

04. During this year District Secretariat has been allocated Rs. 4,410 Million from 45 Ministries and Departments including the Presidential Secretariat for the implementation of capital projects. Projects and programmes named as “Grama Shakthi Janatha project”, Kidney disease prevention programme Nila Sewana office construction programme, historical temple construction programme, development of under developed Dhamma schools, rural infrastructure development programme, programme named as “Gamperaliya, decentralized development programme, nutritional food package programme for pregnant mothers , breakfast for preschool children, paying compensation and interest for acquisition of land for state activities, disable allowance for disable persons ,Programme to give allowance for senior citizens, rehabilitation of the areas damaged by floods and landslides , projects related to improvement of reconciliation ,implementation of official language policy, special integrated Programme to develop Singharaja forest , construction of a swimming pool for Ananda College –Elpitiya, Allowance for Dhamma School teachers , improvement of Muslim religious institutions and development of infrastructure facilities of remote villages, were

implemented. An amount of Rs. 2708 Million has been invested for the implementation of above projects and programmes out of the total allocation and it is 61% of the total allocation.

05. First phase of construction activities of a four storey building for Divisional Secretariat – Neluwa had been completed at a cost of Rs. 8.1 Million and first phase of construction activities of a building for Divisional Secretariat –Yakkalamulla had been completed at a cost of Rs.8 Million in the year 2019 with the allocations received by Ministry of Public Administration, Home Affairs Provincial Council and Local Government .Second phase of construction activities of afore said two buildings and second phase construction activities of a four storey building for Divisional Secretariat –Nagoda have been implemented in the year 2019 and scheduled to be completed in the year 2020 at a cost of estimated amount of Rs.119 Million.

06. District Secretariat and Divisional Secretariats serve the General public by giving priority to the services in high demand by using the staff and other physical resources. Accordingly, following activities such as issuance of 1855 licenses for encroached lands , giving 1200 ownerships for the land licenses where successors were not nominated ,issuance of 3489 Business Name Certificates , issuance of 226 019 vehicle revenue licenses and submitting 47315 applications for the Department of Registration of Persons ,were performed during the year 2019.

07. Festivals such as National Vesak Festival, Poson Poya Festival and District Independence day events held in parallel to Independence Day celebrations were successfully organized and completed during the year 2019.

08. It is expected to deploy modern technology to the public service to fulfill the needs of the present day by developing the human and physical resources needed to provide an effective and efficient service to the people of the district in order to achieve sustainable development goals in the coming years under the guidance of Ministry of Public Administration, Home Affairs & Provincial Council and Local Government and in accordance with the development policies of the government.



Somarathna Vidanapathirana,
District Secretary/Government Agent,
Administrative District - Galle

**03. Chapter – Overall Financial Performance for the Year ended 31st
December 2019**

3.1 Statement of Financial Performance

ACA-F

**Statement of Financial Performance
For the period ended 31st December 2019**

Rs.

Budget 2019	Note	Actual		
		2019	2018	
-	Revenue Receipts	-	-	
-	Income Tax	1	-	} ACA-1
-	Taxes on Domestic Goods & servic	2	-	
-	Taxes on International Trade	3	-	
-	Non Tax Revenue & Others	4	-	
-	Total Revenue Receipts (A)		-	
-	Non-Revenue Receipts		-	
-	Treasury Imprests	5,847,549,270	5,523,281,550	ACA-3
-	Deposits	500,601,474	589,155,914	ACA-4
-	Advance Accounts	86,197,398	86,958,005	ACA-5
-	Other Receipts	328,751,895	245,730,611	
-	Total Non-Revenue Receipts (B)	6,763,100,037	6,445,126,080	
-	Total Revenue Receipts & Non Revenue Receipts C = (A) + (B)	6,763,100,037	6,445,126,080	
	Less : Expenditure			
-	Recurrent Expenditure		-	
1,026,827,700	Wages Salaries & Other Employment benefits	5	1,024,604,064	} ACA-2(ii)
149,825,000	Other Goods & Services	6	148,559,969	
15,712,300	Subsidies Grants and Transfers	7	15,604,415	
-	Interest payments	8	-	
2,885,000	Other Recurrent Expenditure	9	2,852,266	
1,195,250,000	Total Recurrent Expenditure (D)		1,191,620,714	

Capital Expenditure				
22,100,000	Rehabilitation & Improvement of Capital Assets	10	21,975,565	15,003,556
526,900,000	Acquisition of Capital Assets	11	325,079,038	128,301,746
-	Capital Transfers	12	-	-
-	Acquisition of Financial Assets	13	-	-
5,000,000	Capacity Building	14	4,959,577	3,886,999
1,350,000	Other Capital Expenditure	15	42,480	666,414,366
<u>555,350,000</u>	Total Capital Expenditure (E)		352,056,660	813,606,667
-	Main Ledger Expenditure (F)		442,297,569	665,510,347
-	Deposit Payments		354,423,425	571,547,357
-	Advance Payments		87,874,144	93,962,990
-	Total Expenditure			
-	G = (D + E + F)		1,985,974,943	2,575,376,974
-	Imprest Balance as at 31st Dec.2019 H = (C – G)		4,777,125,094	3,869,749,106

ACA - 2(ii)

ACA-4

ACA-5

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position

As at 31st December 2019

	Note	Actual	
		2019 Rs.	2018 Rs.
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	3,529,717,556	2,358,920,684
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	385,025,103	246,669,879
Cash & Cash Equivalents	ACA-3	9,130,380	194,086
Total Assets		3,923,873,039	2,605,784,649
<u>Net Assets /Equity</u>			
Net Worth to Treasury		(371,593,254)	(227,091,952)
Property,Plant & Equipment Reserve		3,529,717,556	2,358,920,684
Rent and Work Advance Reserve	ACA-5(b)	157,119,855	20,441,377
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	599,498,502	453,320,454
Imprest Balance	ACA-3	9,130,380	194,086
Total Liabilities		3,923,873,039	2,605,784,649

Detail Accounting Statements in ACA format Nos. 1 to 6 Presented in pages from 6 to 27 and Notes to accounts presented in pages from 28 to 43 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:
 Designation :
 Date: 16/02/2020

.....
 Accounting officer
 Name:
 Designation :
 Date: 19.02.2020

 Somapriya Vidhanapathirana
 District Secretary / Government Agent
 Galle 19.02.2020

.....
 Chief Financial Officer
 Director (Finance)
 Name :
 Date : 19.02.2020

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Dilhani P. Liyanage
 Chief Accountant
 District Secretariat
 Galle.

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows
For the period ended 31st December 2019

	Actual	
	2019 Rs.	2018 Rs.
<u>Cash Flows from Operating Activities</u>		-
Total Tax Receipts	-	-
Fees, Fines, Penalties & Licenses	-	-
Profit	-	-
Non-revenue Receipts	-	-
Collected Revenue on behalf of other Expenditure Heads	328,751,895	245,730,611
Imprest Receipts	5,847,549,270	5,539,692,512
Total Cash generated from Operations (A)	6,176,301,165	5,785,423,123
<u>Less : Cash disbursed for</u>		-
Personal Emoluments& Operating Payments	2,023,440,102	1,786,513,227
Subsidies & Transfer Payments	1,215,116,846	1,104,074,930
Expenditure incurred on behalf of other Expenditure Heads	2,852,266	2,256,604
Imprest Settlement to Treasury	-	16,410,962
Total Cash disbursed for Operations (B)	3,241,409,214	2,909,255,723
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	2,934,891,951	2,876,167,400
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from on lending	-	-
Recoveries form advances	121,089,307	126,377,024
Total Cash generated from Investing Activities (D)	121,089,307	126,377,024
<u>Less : Cash disbursed for</u>		
Purchase or Construction of Physical Assets &Acquisition of other Investments	3,060,441,787	2,879,532,299
Payment of Advances	132,592,840	140,098,304

Total cash disbursed Investing Activities (E)	3,193,034,627	3,019,630,603
NET ASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(3,071,945,320)	(2,893,253,579)
NET CASH FLOWS FORM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	(137,053,369)	(17,086,179)
<u>Cash Flows From Financing Activities</u>		
Local Borrowing	-	-
Foreign Borrowing	-	-
Grants Received	-	-
Deposits Received	500,644,374	589,247,432
Total Cash generated from Financing Activities (H)	500,644,374	589,247,432
<u>Less : Cash disbursed for</u>		
Payment of Local Borrowing	-	-
Payment of Foreign Borrowing	-	-
Payment of deposits	354,460,625	571,967,167
Total cash flow disbursed for financing activities (I)	354,460,625	571,967,167
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	146,183,749	17,280,265
Net Movement in cash (K) = (G) -(I)	9,130,380	194,086
Opening Cash Balance as at 1st January	-	-
Closing Cash Balance as at 31st December	-	-

3.4 Notes to Financial Statements

Basis of Reporting

1) Period of Reporting

The Period of reporting related to this Financial Statement is the period from 1st January 2019 to 31st December 2019.

2) Basis of Measurement

Financial statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis unless otherwise specified.

Financial statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3) Recognition of Revenue

Exchange and non-exchange revenues are recognized as the cash receipts during the accounting period irrespective of relevant revenue period.

4) Recognition and Measurement of Property, Plant & Equipment

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefits associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

Property plant & Equipment are measured at a cost and revaluation model is applied when cost model is not applicable.

5) Property, Plant & Equipment Reserve

This revaluation reserve account is the corresponding account of property, plant and equipment account.

6) Cash and Cash Equivalents

Cash and cash equivalent include local currency notes and coins on hand as at December 31, 2019

3.5 Performance of the Revenue Collection

Rs.000

Revenue Code	Description of the revenue Code	Revenue Estimate 2019		Collected Revenue 2019	
		Original Estimate	Final Estimate	Amount	As a % of Final Revenue Estimate
10.03.07.02	Registration Fees	33,973	-	38,536	113
10.03.07.03	Private Timber Transportation Fees	-	-	607	-
10.03.07.05	License fees relevant to Ministry of Defense	360	-	371	103
10.03.07.99	License Fees and Other	7,100	-	8,739	123
20.02.01.01	Rent on Government Buildings	1,875	-	2,323	124
20.02.02.99	Interest –Other	9,600	-	12,053	126
20.03.02.03	Fees under Registration of Persons Act	-	-	16,084	-
20.03.02.13	Examination fees and other Fees	-	-	1,286	-
20.03.02.14	Fees under Motor Traffic Act	-	-	92,896	-
20.03.02.99	Sales and Charges – Administrative Fees and miscellaneous Payments	600	-	478	80
20.03.99.00	Selling and Charges –other receipts	30,100	-	26,917	89
20.04.01.00	Social Security Contributions	-	-	77,370	-

3.6 Performance of the Utilization of Allocation

Rs.000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	1,165,000	1,195,250	1,191,621	99.70
Capital	554,000	555,350	352,056	63.39

3.7 In terms of F.R.208 grant of allocations for expenditure to District Secretariat as an agent of the other Ministries /Departments

Rs.000

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
1	Presidential Office	Payment for “Janadipathi Sadaham Yathra” programme , “Grama Shakthi Janatha” Project , Kidney disease prevention programme , food producing national programme , making the “Thripitakaya” a world heritage ,Grama Shakthi Training programe , national programme to protect children, smart Sri Lanka	193,814	185,109	75,173	40.61
2	Ministry of Digital Infrastructure Information Technology	Payment for bills on hand , purchase computer tables and chairs , trainees work on daily basis, development of sports infrastructure facilities(with bills on hand)	46,444	33,874	15,102	44.58
3	Ministry of Science , Technology and Research	Payment for salaries (duty covering allowances) overtime and holiday pay ,traveling ,stationary and office requirements ,postal and communication ,electricity and water, lease rents and Lease rentals of local government institutions ,improvements made to buildings and constructions, improvements made to plants and machinery, acquisition of furniture and office equipment ,purchasing of computers and programmes .	8,562	8,562	7,887	92.13
4	Ministry of Information and Communication Technology	Payment for prepare RIT advertising plaques.	755	755	613	81.16

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
5	Ministry of Buddha Shasana & Wayamba Development	Payment for National Vesak Festival, Insurance programme named as “Buduputh Suraksha Insurance”, reconstruction programme of old temples , programme on “Pungna Grama” and under developed Dhamma Schools .	96,013	93,591	61,667	65.89
6	Ministry of Defense	Payment for purchasing executive chairs.	30	30	23	76.73
7	Ministry of National Policies , Economic Affairs, Resettlement and Rehabilitation, Northern Province Development , Vocational Training , Skills Development and Youth Affairs	Payment for graduate allowances , decentralized budget programme ,special programme on rural infrastructure facility development ,programme on development of religious centers, Gamperaliya, traveling ,stationary, programme on improving vocational training activities, postal and communication ,electricity and water, other expenses and training programmes .	3,379,940	3,149,543	1,855,477	58.91
8	Ministry of Justice and Prison Reforms	Payment for membership allowances , chairman’s clerk allowances, labour allowances, clerk allowances , stationary allowances ,hall fees interview allowances, progress review meetings, conducting community workshops and stationary	11,940	11,940	11,173	93.57
9	Ministry of Health ,Nutrition and Indigenous Medicine	Payment for traveling, stationary, programme on food and nutrition ,purchase steel Elmira and books on indigenous medicine .	548	548	505	92.08
10	Ministry of Agriculture ,Rural Economic Affairs , Livestock Development , Irrigation and Fisheries and Aquatic Resource Development	Payment for shortcomings at net making place at Brahmanawatta North ,projects on lagoon conservation and development, sanitary program named as “Diyawarapiyasa”, interests of property loans , development of traditional handicraft villages , salaries , overtime and holiday payments , Jaggery palm development activities , fuel, purchase furniture and office equipment, purchase plant and machinery, postal and communication services.	70,877	70,775	50,835	71.83

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
11	Ministry of Women & Child Affairs and Dry Zone Development	Payment for traveling ,stationary and office needs , implement divisional security action plan ,women’s programs and district committee meetings , women strengthening programs , programmes on coordination and safeguarding of women rights ,nutritional programmes for pregnant mothers ,Programmes named as “Lama Diriya”, Child council Meetings , pre childhood development activities , and breakfast for pre-school children (with expenses for stationary).	304,578	303,746	303,361	99.87
12	Ministry of Land and Parliamentary Reforms	Payment for salaries ,allowances , traveling, interest of property loans, “Bimsaviya” program and compensation and interest for acquisition of land for government activities .	14,180	13,374	13,329	99.67
13	Ministry of Housing ,Construction and cultural Affairs	Payment for repair of lavatory system at cultural center ,Baddegama and bills on hand .	6,040	6,040	6,037	99.95
14	Ministry of Social Empowerment and Social Welfare	Payment for salaries ,allowances ,traveling , interest of property loans , disable allowance , allowance for senior citizens, Rs.5000 allowance ,consultation program , program to give self-employment opportunities for single parent families and district coordination activities	763,736	753,616	753,616	100.00
15	Ministry of Public Administration and Disaster Management	Payment for Implementation of projects relevant to productivity, travelling allowance of productivity development officers, training programmes, salaries ,traveling , vehicle maintenance expenses , valuations made for damages occurred to houses and small & medium scale industries ,disasters ,compensations for people dead as a result of bomb blasting , resettling of displaced people as a result of landslide , reconstruction of the areas damaged	441,223	441,075	423,337	95.98

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
		due to floods and landslides occurred in 2017				
16	Ministry of Hill Country Village Infrastructure Facilities and Community	Payment for bills in hand.	1,908	1,908	1,908	100.00
17	Ministry of Industry and Commerce	Payment for Purchase equipment .	20,000	20,000	-	0.00
18	Ministry of Internal & Home Affairs and Provincial Council & Local Government / Department of Registration of Persons	Payment for salaries, allowances, traveling , interest of property loan, organizing activities of independence day commemoration activities, expenses incurred on opening of buildings at Divisional Secretariats, expenses incurred over Posen Poya day , cremation ceremonies , buildings and construction (circuit bungalow) , purchasing of furniture and office equipment , training of office staff , Nila Sewana Office construction activities ,pay advance for implementation of construction activities of 2000 seat new auditorium ,construction of a building at Divisional Secretariat - Four Gravets –Galle, District Secretariat and daily activities of the project named as Galle “Misra” and payment for electricity bills, office equipment , Payment for Salaries, interest of property loan, traveling ,cleaning service.	1,050,702	984,041	863,492	87.74
19	Ministry of National Integration & Official Languages	Payment for Salaries ,allowances, interest of property loans traveling , stationary, postal expenses , entertainment costs, training programs, assisting projects to promote reconciliation , official language policy, livelihood development programmes , purchasing of office equipment and progress review meetings	15,221	15,146	10,766	71.08
20	Ministry of Municipal Council and Western Development	Payment for city development project named as “Sukitha Purawara”	72,434	72,434	11,220	15.49

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
21	Ministry of City Planning and Higher Education	paying for fulfill sanitary facilities of low income people.	65	65	65	100.00
22	Ministry of Ports and Shipping	Payment for special integrated development programme over Singharaja forest and southern development programme and construction of a swimming pool for Elpitiya Ananda College.	90,370	90,370	20,845	23.07
23	Ministry of Telecommunication , Foreign Employment and Sports	Payment for salaries, allowances , stationary ,traveling ,district progress review meeting and awareness programs related to migration.	31,024	31,024	29,134	93.91
24	Ministry of Development Strategies and International Trade	Payment for salaries ,allowances, traveling ,interest of property loan and purchasing of office equipment	3,793	3,793	3,766	99.27
25	Department of Buddhist Affairs	Payment for traveling , Pali language promotion programmes , Cremation ceremonies, arts and crafts , giving certificates to dhamma school teachers , evaluation of dhamma school student skills , distributing of dhamma school text books , dhamma school teacher's allowance, stationary , progress review meetings, program to develop skills of dhamma school teachers ,under developed dhamma schools	58,909	58,909	50,118	85.08
26	Department of Muslim Religious and Cultural Affairs	Payment for traveling, stationary and office needs and Improvement to mosques	318	318	26	8.17
27	Department of Christian Affairs	To obtain sanitary facilities	603	603	603	100.00
28	Department of Cultural Affairs	Payment for programmes named as "Dolosmaha Pahana ,stationary , artists who suffer with financial difficulties ,traveling, donations for Art Centers (Kalayathana) ,fuel, National Literary festival , progress review meeting ,obtain office equipment ,inter Art Center (Kalayathana) competition , aids to obtain documents	5,561	5,561	5,206	93.62

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
29	Department of Government Information	Payment for overtime and holiday pay, traveling allowance , stationary ,and office requirements , other, postal and communication and acquisition of furniture and office equipment	173	173	108	62.75
30	Department of Social Services	Payment for Salaries ,traveling ,stationary, property loan interest, allowances, holiday pay , funds for the teachers at skills development center , national concert of disabled persons , social service officer, office equipment for social development officer and community based rehabilitation programme	20,158	19,679	19,509	99.13
31	Department of Probation and child Care	Payment for salaries ,allowances ,travelling ,stationary, property loan interest ,development programmes	16,651	16,651	16,597	99.68
32	Department of Sports Development	Payment for traveling ,stationary and office requirement ,stamp duties ,inspection activities and nutrition allowance and selection of students for training center	1,764	1,764	1,670	94.68
33	Department of Aurvedic	Payment for Conservation Council Empowerment projects and bills on hand	415	415	415	100.00
34	Department of Census & Statistics	Payment for overtime and holiday pay , traveling , stationary and officer requirement , other, Postal and Communication , conducting of annual survey , allowances for making maps, Census & Statistics Survey 2021,purchasing of furniture and office equipment	2,611	2,611	2,583	98.94
35	Department of Registration of Persons	Payment for salaries, allowances, traveling , interest of property loan and for cleaning sevice.	17,788	17,788	17,718	99.61
36	Department of Registrar General	Payment allowances of registrars ,minor repairs and building constructions	5,217	5,217	3,620	69.40

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
37	Department of Land Commissioner	Payment for grants for Buddhist Temples , accelerated programme of issuing grants & licenses and progress review meetings	563	563	528	93.72
38	Department of Fisheries & Aquatic Resource	Payment for repairing search operation centers	784	784	784	100.00
39	Department of Rubber Development	Payment for building and construction	1,575	1,433	1,388	96.83
40	Department of Motor Traffic	Payment for overtime and holiday payment , maintaining plant and machinery, water and electricity , postal and communication service, water and electricity , lease rentals and Local Government Institute lease ,security services, charges for written test conducted for obtaining driving licenses and other contracted services .	1,884	1,884	1,882	99.89
41	Department of Community Based Correction	Payment for stationary and office requirements	48	48	48	100.00
42	Department of Land Use and Policy Planning	Payment for traveling, transport facilities, stationary and Development Projects .	1,666	1,573	1,565	99.50
43	Department of Man Power & Employment	Payment for traveling allowance ,stationary and office needs ,repairing fax machine, establishing public employment service , telephone and internet facilities, electricity and water, lease rentals and Local Government Institute lease , purchasing of furniture and office equipment , stationary and postal fees , programmes	1,747	1,747	1,676	95.97
44	Department of Samurdhi Development	Payment for development of infrastructure facilities of remote villages (bills on hand)	1,952	1,952	1,952	100.00
45	Department of Pensions	Payment for Civil and W & OP pensions ,postal and printing costs ,internet facilities ,overtime payments, traveling & incentive payments	131,946	113,443	113,443	100.00

Serial No.	Name of the Ministry/Department which made allocation	Purpose of Allocation	Allocation		Actual Expenditure	Allocation utilization as a % of Final Allocation
			Original	Final		
Total			6,896,530	6,544,475	4,760,770	72.74

3.8 Performance of the Reporting of Non –Financial Assets

Rs.000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2019	Balance as per Financial position Report as at 31.12.2019	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	1,592,182	1,513,042	79,140	95.02
9152	Machinery and Equipment	456,515	446,876	9,639	97.88
9153	Land	883,230	883,230,	-	100
9154	Intangible Assets	-	-	-	-
9155	Biological Assets	-	-	-	-
9160	Work in progress	686,569	686,569	-	100
9180	Lease Assets	-	-	-	-

3.9 Auditor General's Report

This report is issued by the Auditor General is included at the end of this performance report.

04 Chapter – Performance Indicators

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

4.1.1 In relation to the District Secretariat

Specific Indicators	Actual Output as a percentage (%) of the expected output		
	100%-90%	75%-89%	50%-74%
Percentage of allocation utilization		√	
Percentage of imprest utilization	√		
Percentage of completing repairing activities	√		
Percentage of earning revenue	√		
Percentage of public complaints dealt with	√		
Number of payments	√		
Number of financial reports	√		
Number of training hours	√		
Number of investigated offices	√		
Physical progress of the completed development projects			√
Financial progress of the completed projects		√	

4.1.2 In relation to other Ministries and Departments

Name of the Ministry which made allocation - National Policy and Economic Affairs
Decentralized Budget

Special Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization	91.25		
Financial Progress			57.24
Physical Progress	96.35		
Completed Development Projects	96.35		

Name of the Ministry which made allocation - Ministry of National Policy and Economic Affairs
Gamperaliya Development Programme

Specific Indicators	Actual output as a percentage(%) of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization		88	
Financial Progress			64
Physical Progress		84	
Completed Development Projects		84	

Name of the Ministry which made allocation - Presidential Office

Grama Shakthi Janatha Project

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization			40.89
Financial Progress			40.31

Name of the Ministry by which made allocation - Presidential Office

Environmental Conservation National Programme

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization	100		
Financial Progress	100		
Physical Progress	100		
Completed Development Projects	100		

Name of the Ministry which made allocation - Ministry of Sports and Youth Affairs

Play Ground Development Programme

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization		85.82	
Financial Progress			33.7
Physical Progress	97.08		
Completed Development Projects	96		

Name of the Ministry which made allocation - Municipal Council and Western Development

“Sukitha Purawara” Small City Development Programme

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization			52.59
Financial Progress			14.83
Physical Progress	100		
Completed Development Projects			54.54

Name of the Ministry which made allocation - Ministry of Fisheries and Aquatic Resource Development

Improving Sanitary Facilities of Fishing Villages

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization	100		
Financial Progress	100		
Physical Progress	100		
Completed Development Projects	100		

Name of the Ministry which made allocation - Ministry of Fisheries and Aquatic Resources

Improving Fishing Villages

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization	100		
Financial Progress	100		
Physical Progress	100		
Completed Development Projects	100		

Name of the Ministry which made allocation - Ports and Southern Region Development

Special Development Project on Singharaja Regional Development

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Allocation Utilization	97		
Financial Progress	94		
Physical Progress	100		
Completed Development Projects	100		

Name of the Ministry which made allocation - Ministry of Agriculture, Irrigation and Disaster Management

A project to minimize effects of the weather

Specific Indicators	Actual output as a percentage of expected output		
	100%-90%	75%-89%	50%-74%
Physical Progress		80	
Completed Development Projects		80	

05. Chapter – Performance of the achieving Sustainable Developments Goals (SDG)

5.1 Indicate the Identified Respective Sustainable Development Goals

Goal/ Objective	Targets	Indicators of the achievement	Progress of the Achievement to this date		
			0%-49%	50%-74%	75%-100%
9. Building strong infrastructure facilities and encouraging modernization by way of promoting sustainable industrialization	9.1 Development of high quality ,highly reliable, sustainable and disaster resilient infrastructure facilities including the infrastructure facilities between regions and national borders by drawing attention to the matter that it make available to every body for economic development and well-being of the humans .	Number of 6974 projects have been implemented with the allocation utilization of Rs 2618.20. million out of the Rs. 3117.19 million allocated for infrastructure facility development programmes such as decentralized budget program, “Gamperaliya” development programme, small city development programme named as “Sukitha Purawara”, and Singharaja Regional Rural development programme			84
16 . Making peaceful and ideal society which provides equal opportunities for justice and creating perfect institutions which perform duties effectively with responsibility at all times in order to achieve sustainable development goals.	16.6 Establishing effective, accountable and transparent institutions at all levels.	28,013 pension files have been completed out of 28724 pension files under pension file amendment programme as per P.A. Circular 14/2019.			97.52
		12 sessions of the District Coordinating Committee have been conducted			75

5.2 Achievements and Challenges of the Sustainable Development Goals

Number of pension files completed amounted to 28,013 out of 28724 pension files under pension file amendment programme as per P.A. Circular 14/2019 in order to fulfill sustainable developments goals of year 2019. As a percentage it is 97.52%. In addition to that 6974 projects have been implemented with the allocation utilization of Rs. 2618.20 million out of the Rs. 3117.19 million allocated for infrastructure development facilities such as decentralized budget programme, development programme named as “Gamperaliya”, small

city development programme named as “Sukitha Purawara” and Singharaja Regional Rural Development programme.

Line ministries allocate funds in order to fulfill objectives and goals of each Ministry. Therefore District Secretariat has limited chances to implement projects under sustainable development goals. As a result of funds have not been allocated within exact time frame and allocating funds during the last quarter of the year ,District Secretariat face some difficulties to utilize entire amount of allocations during the year. It is also problematic to obtain imprest required to this effect.

06. Chapter - Human Resource Profile

06.1 Cadre Management

Type	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
Senior	18	17	01
Tertiary	04	03	01
Secondary	101	110	(09)
Primary	27	31	(04)

06.02 ** Shortage or excess of human resources has not been affected to achieve the goals of the institute. Therefore it has not been contributed to the vision and the mission of the institute.

6.3 Human Resource Development

Serial No.	Name of the program	No. of staff trained	Duration of the Program (days)	Total Investment (Rs.)		Nature of the program (Abroad/ Local)	Output/Knowledge Gained *
				Local	Foreign		
1	Training Programme on CIGAS	50	01	80,632.50	–	Local	Knowledge about CIGAS programme
2	Training programme for Administrative Grama Niladharies	17	02	54,010.55	–	Local	Responsibilities and duties of Administrative Grama Niladharies, powers of Administrative Grama Niladharies ,knowledge over investigation activities and public relation activities
3	Training programme on updating of new websites	25	01	19,790.00	–	Local	Progress review meeting on updating of new websites

Serial No.	Name of the program	No. of staff trained	Duration of the Program (days)	Total Investment (Rs.)		Nature of the program (Abroad/ Local)	Output/Knowledge Gained *
				Local	Foreign		
4	Training programme on using aluminum for building construction activities	1	01	4,000.00	–	Local	Usage , knowledge and benefits of using Aluminum for construction activities
5	Training programme on safety at Construction Sites	1	01	4,000.00	–	Local	Knowledge over how to prevent from accidents during construction activities .
6	Post Graduate degree course on Social Science	1	01	99,500.00	–	Local	–
7	Primary health units strengthening programme	200	01	22,480.00	–	Local	Giving advices on health condition of officers
8	Certificate course on internal auditing	1	05	13,000.00	–	Local	Scope & limits ,responsibilities , role and qualities and ethics of internal auditing and knowledge on internal audit management
9	Awareness programme on geological instability and earth slips	410	01	27,900.00	–	Local	Knowledge over how to identify geological instability and earth slip conditions
10	Service start up training programme of SLAS officers	4	05	11,450.00	–	Local	Basic knowledge regarding role of divisions of District Secretariat
11	Capacity building programme for Administrative officers	3	03	24,000.00	–	Local	Knowledge on delegation of financial and administrative powers and distribution, role of administrative officers and responsibilities, general conduct ,conflict management and preliminary investigation
12	Productivity promotion programme	60	01	2,290.00	–	Local	Making aware the staff of the District Secretariat over the concept of quality circles
13	Progress review meeting regarding health clinics	30	01	12,750.00	–	Local	Discussions regarding advance programmes over the health conditions of the officers
14	Disaster progress review meeting	19	01	5,130.00	–	Local	Activities regarding progress review of the allocations given by Ministries

Serial No.	Name of the program	No. of staff trained	Duration of the Program (days)	Total Investment (Rs.)		Nature of the program (Abroad/ Local)	Output/Knowledge Gained *
				Local	Foreign		
15	Payments for services given by Management Development Institute	-	-	7,415.49	-	Local	Payments are made for accommodation
16	Training Programme on court issues	150	01	72,600.00	-	Local	Giving knowledge regarding how to take action regarding court issues
17	Training for newly appointed graduates	60	05	164,375.00	-	Local	Knowledge on duties and responsibilities of a public servant , public relations, legal provisions relevant to public service , discipline and general conduct , financial management
18	Capacity building program for drivers	18	02	37,725.00	-	Local	Knowledge relevant to qualities and ethics of drivers , road signs and prevention of accidents, financial and legal obligations, circulars and advices relevant to drivers ,how to act on the occurrence of a defects of a vehicle , repairing and maintenance of a vehicle
19	Training programme for Grama Niladharies relevant to inspection of deeds and survey plans	668	06	375,869.00	-	Local	Knowledge relevant to advance tracing ,final survey plans ,details of list of blocks of lands ,laws relevant to survey, boundary stone ordinance and various types of maps
20	Competition among VIT circles	5	01	9,674.00	-	Local	20 productivity circles in the district secretariat have been judged
21	Internal audit training	95	01	47,692.50	-	Local	introduction to internal auditing , knowledge relevant to audit plans and audit programmes ,effective auditing and how to conduct an effective audit management committee ,basic knowledge of audit act
22	Study tour of Information Technology Officers	28	02	72,175.21	-	Local	Knowledge relevant to software used for the productivity of the Divisional Secretariat-Sewanagala

Serial No.	Name of the program	No. of staff trained	Duration of the Program (days)	Total Investment (Rs.)		Nature of the program (Abroad/ Local)	Output/Knowledge Gained *
				Local	Foreign		
23	Seminar on Management of International Engineering projects for Sri Lanka	1	22	–	182,009.95	Abroad	Knowledge relevant to rural economy of Unan of China ,foreign relations ,political back ground, industrialization ,divisional administration ,cultural differences , economic development ,technical improvement and road development
24	Training programme on computer hardware and networking for information technology officers	57	11	259,383.00	–	Local	Knowledge relevant to computer hardware and networking
25	Certificate course on management	1	16	17,500.00	–	Local	Knowledge relevant to human resource ,conflict and financial management
26	Training programme on updating of forms relevant to inspection of divisions in a Divisional Secretariats	30	01	26,337.00	–	Local	Development and amendment of forms used to inspect divisions in a Divisional Secretariat relevant to Meeting of Divisional Secretaries
27	Training on Audit Act	579	7	258,979.55	–	Local	Basic knowledge on Audit Act No. 2016/ 19
28	Knowledge on project management	279	4	137,025.50	–	Local	How to engage in development activities effectively and efficiently, project planning and preparing reports
29	Disciplinary activities and ethics of the office	276	5	148,066.50	–	Local	Basic knowledge of discipline with regard to public service
30	Right to information act and concepts of good governance	439	5	191,157.00	–	Local	Regulations relevant to right information Act and practical situation
31	Seminar on Public Private Partnership Application & Development for Sri Lanka	1	24		14,185.60	Abroad	Road development of China and improvement of Agriculture ,culture in China

Serial No.	Name of the program	No. of staff trained	Duration of the Program (days)	Total Investment (Rs.)		Nature of the program (Abroad/ Local)	Output/Knowledge Gained *
				Local	Foreign		
32	Awareness training programme on Audit Act	935	8	330,925.00	–	Local	Basic knowledge on National Audit Act No.2016/ 19
33	Training on Land Development Ordinance	414	6	222,247.50	–	Local	Knowledge on rules and regulations of Land Development Ordinance
34	Salary Conversion	268	3	101,845.00	–	Local	Basic knowledge on salary conversion process
35	Training on sustainable development	75	1	39,596.80	–	Local	Knowledge about of how resources at present conserved for the benefit of the future generation
36	Training programme on disaster management	59	1	32,563.20	–	Local	Making aware how to deal with an emergency
37	Procurement procedure	302	4	157,070.00	–	Local	Procurement requirements ,circulars and rules and regulations
38	Training on public finance management	470	5	194,850.00	–	Local	Objectives on financial management and role of financial management
39	Training on office systems and filing documents	140	2	63,550.00	–	Local	Introduction to office systems , knowledge on file management , filing methods ,protecting files
40	Training programme on establishment code and procedural rules	120	1	59,400.00	–	Local	From chapters I to xiiiv of the Establishment Code
41	Training programme on building construction	130	2	61,376.00	–	Local	Making estimates on building construction and valuations
42	Office management and financial regulations	188	2	78,124.00	–	Local	Introduction to office management , file management , Introduction to principals of office management and basic knowledge on financial regulations
43	Productivity award competition	50	1	27,725.00	–	Local	Making aware the staff of the office that how they should prepare for the productivity awards competition

Serial No.	Name of the program	No. of staff trained	Duration of the Program (days)	Total Investment (Rs.)		Nature of the program (Abroad/ Local)	Output/Knowledge Gained *
				Local	Foreign		
44	Computer Training	321	10	277,190.00	–	Local	Computer literacy
45	Stress management	95	2	28,383.50	–	Local	Practical aspects of stress management and theoretical knowledge
46	General Management Programme for Senior Executives	1	38	–	218,193.93	Abroad	Procurement management and financial management
47	Seminar on the Belt & Road Construction for Sri Lanka	1	20	–	180,042.04	Abroad	Building construction technology in China, improvements in agriculture in China and Chinese culture.
48	Training programme on conflict management	80	1	30,120.00	–	Local	Improving interpersonal communication skills and improving positive thinking attitudes
49	Public relation and communication	100	1	44,750.00	–	Local	How Officers should work with the Public for an effective public service
50	Maintenance of personal files	302	7	164,225.00	–	Local	Opening a personal file, maintaining a personal file and contents of a personal file
51	Training on disposal system of files	108	1	51,300.00	–	Local	File disposal system and circulars and instructions in connection with that matter
52	Board of Survey and disposal of goods that cannot be used	37	1	18,000.00	–	Local	Inventory balancing ,preparation of goods 66 general 47 and disposal of goods
53	Outside training programme	60	2	55,265.00	–	Local	Attitude development of officers
54	Training programme on accounting	204	2	94,960.00	–	Local	Making aware the officers over accounting activities
55	Training programme for reply audit queries	62	1	32,200.00	–	Local	How to reply for an audit query
56	Training programme on capacity building	45	2	32,985.00	–	Local	Responsibilities and role of a public servants and attitude development of public servants .

- ❖ By directing officers to training programmes their capacity and attitudes will be developed while improving their knowledge via various sectors. Thereby develop the quality and accuracy of the public service given to general public and it will lead to create an efficient and enthusiastic public servant. Ultimately as a result of the above, efficiency and productivity of the institute will be uplifted and performance of the institute also be maintained at a higher level.

07. Chapter – Compliance Report

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
1	The following Financial statements /accounts have been submitted on the due date			
1.1	Annual Financial Statement	Complied	-	-
1.2	Public Servants Advance Account	Complied	-	-
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Account)	-	-	-
1.4	Stores Advance Accounts	-	-	-
1.5	Special Advance Accounts	-	-	-
1.6	Other	-	-	-
2	Maintenance of books and registers (F.R..445)			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied	-	-
2.2	Personal emoluments register/Personal emoluments cards has been maintained and update	Complied	-	-
2.3	Register of audit query has been maintained and update	Complied	-	-
2.4	Register of Internal Audit Report has been maintained and update	Complied	-	-
2.5	All monthly account summaries are prepared and submitted to the Treasury on due date	Complied	-	-
2.6	Register for cheques and money	Complied	-	-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
	orders has been maintained and update			
2.7	Inventory register has been maintained and update	Complied	-	-
2.8	Stocks register has been maintained and update	Complied	-	-
2.9	Register of losses has been maintained and update	Complied	-	-
2.10	Commitment Register has been maintained and update	Complied	-	-
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied	-	-
3	Delegation of functions for financial control (FR135)			
3.1	The financial authority has been delegated within the institute	Complied	-	-
3.2	The delegation of financial authority has been communicated within the institute	Complied	-	-
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers.	Complied	-	-
3.4	The controls has been adhered to by the Accountants in terms of State Accounts Circular No 171/2004 dated 11.05.2014 in using Government Payroll software Package	Complied	-	-
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied	-	-
4.2	The annual Procurement plan has been prepared	Complied	-	-
4.3	The annual internal audit plan has been prepared	Complied	-	-
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied	-	-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
4.5	The annual cash flow statement has been submitted to the Treasury Operations Department on due time	Complied	-	-
5	Audit Queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Not complied	18 audit queries have been replied out of 32 audit queries send by the Auditor General during the year 2019, within a month. Management audit report and Auditor’s summary reports have been submitted on due date.	Since middle of the year 2019 observations for audit queries were given within a month. although replies for audit queries could be given on due date for the audit queries received on behalf of the institutions under my supervision and the time taken to reply for the audit queries given on behalf of the other institutions out of my supervision will depend on the time taken by them to provide their observations. .
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the auditor General in terms of Financial Regulation 134(2) DMA/1-2019	Complied	-	-
6.2	All the internal audit reports has been replied within one month	Complied	-	-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
6.3	Copies of the all internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No.19 of 2018	Complied	-	-
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied	-	-
7	Audit & Management Committees			
7.1	Minimum of 04 meetings of the Audit and Management has been held during the ear a per the DMA Circular 1-2019	Complied	-	-
8	Asset management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of paragraph 07 of the Asset Management Circular No. 01/2017	Not Complied	Instructions has not been issued so far although it has been informed that instructions would be issued for the relevant matter as per the paragraph 07 of the Asset Management Circular No. 01/2017	Action will be taken as soon as receiving instructions.
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied	-	-
8.3	The boards of survey was conducted and relevant reports submitted to the Auditor General on due date in terms of public Finance Circular No. 05/2016	Complied	-	-
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period	Complied	-	-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
	specified in the circular.			
8.5	The disposal of Condemn articles had been carried out in terms of F.R. 772	Complied	-	-
9	Vehicle Management			
9.1	The Daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date.	Complied	-	-
9.2	The condemned vehicles had been disposed within a period t less than 06 months after condemning	Complied	-	-
9.3	Vehicle log books had been maintained and updated	Complied	-	-
9.4	The action has been taken in terms of F.R. 103,104,109 and 110 with regard to every vehicle accident	Complied	-	-
9.5	The fuel consumption of vehicles has been retested in terms of the provisions of paragraph 3.1 of the Public Administration Circular No. 2016/30 of 29.12.2016	Complied	-	-
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied	-	-
10	Management of Bank Accounts			
10.1	The bank reconciliation statements have been prepared, got certified and made ready for audit by the due date	Complied	-	-
10.2	The dormant account that had existed in the year under review or since previous years settled	Not Complied	This account couldn't be closed as a result of balance of the cash book has not been reconciled with balance of the bank account due to cheque fraud relevant to official bank account bearing 035- 1-00-1-16294980 of Divisional Secretariat	Follow proper supervision activities and internal control measures in connection with financial transactions of the institute.

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
			Karandeniya	
10.3	Action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made , and had those balances been settled within one month	Complied	-	-
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied	-	-
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1	Complied	-	-
12	Advance to Public Officers Account			
12.1	The limits had been compiled with	Complied	-	-
12.2	A time analysis had been made carried out on the loans in arrears	Complied	-	-
12.3	Loans balances in arrears for over one year had been settled	Not Complied	These loan balances could not be settled up to now in case of two officers who had not been paid the pension gratuity due to disciplinary action imposed on them and another two interdicted officers who had filed cases in court of law.	Following of proper Internal control procedures and supervision activities in order to avoid frauds and corruptions.
13	General Deposit Account			
13.1	The action had been taken as F.R. 571 in relation to disposal of lapsed deposits.	Complied	-	-
13.2	The control register for general deposits had been updated and maintained	Complied	-	-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied	-	-
14.2	The ad-hoc sub imprests issued as per F.R.371 settled within one month from the completion of the task	Complied	-	-
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R.371	Complied	-	-
14.4	Balance of the imprest account had been reconciled with the treasury books monthly	Complied	-	-
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied.	-	-
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied.	-	-
15.3	Returns of arrears of revenue forwarded to the auditor General in terms of FR. 176	-	-	-
16	Human Resource Management			
16.1	The staff had been Maintained within the approved cadre	Not complied .	The Ministry has attached officers exceeding the approved limit of the cadre and the ministry has not appointed officers for the existing vacancies.	The officers should be appointed in accordance with the approved cadre and action should be taken immediately to fill the vacancies
16.2	All the members of the staff have been issued a duty list in writing	Complied	-	-
16.3	All the reports have been submitted to MSD in terms of their circular No. 04/2017 dated 20.09.2017	Complied	-	-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
17	Provision of Information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation	Complied	-	-
17.2	Information about the institution to the public have been provided by website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures .	Complied	-	-
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RIT.	Complied.	-	-
18	Implementation of citizens charter			
18.1	A citizens charter/Citizens client's charter has been formulated and implemented by the institution in terms of the circular number No. 05 / 2008 and 05 / 2008 (1) of Ministry of Public Administration and Management	Complied	-	-
18.2	A methodology has been devised by the institution in order to monitor and assess the formulation and the implementation of Citizens Charter /Citizens client's charter as per paragraph 2.3 of the circular	Complied	-	-
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of the Public Administration Circular No.02/2018 dated 24.01.2018	Not complied	Human resource action plan has already been prepared when aware about the format in terms of the circular. Above plan couldn't be prepared as per	Steps will be taken to prepare for the year 2020.

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
			the format due to lack of time to analyze the training needs of the officers according to their levels .	
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan.	Non complied	It has not been made compulsory to give a training opportunity for each member of the staff not less than 12 hours per year.	A programme is being implemented for the year 2020.
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied	-	-
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programmes and conducting skill development programmes as per paragraph No. 6.5 of the aforesaid circular .	Complied	-	-
20	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified.	Complied Following actions have been taken to prevent from audit paras being received by the Committee on Public Accounts, such as rectifying more than 50% of shortcomings pointed out by audit paragraphs issued for the years ,2015,2016		-

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non- compliance in future
		2017 , conducting discussions in this connection at the Audit and Management committee meetings and by obtaining agreements from auditing.		
