

**PERFORMANCE REPORT OF THE LAND
COMMISSIONER GENERAL'S DEPARTMENT
YEAR – 2014**

Ministry of Land and Land Development

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Vision of the Department

“Creating a Freehold Land
Owning Society,
whilst being the leading
stake holder in
State Land
Management”

Mission of the Department

“Formal Management of State Land
at a well Co-ordinated level adhering to
the National
Policy and providing guidelines
to ensure optimum utilization of
State Land to gain
Sustainable development,
while confirming
the freehold ownership
of land”

Values

1. Priority Consideration to Service Seeker
2. Providing easy surroundings to service seeker
3. Providing efficient service, through collective Participation
4. Generating efficiency of service through information technology
5. Staff satisfaction

Objectives of the Department and strategic Methodologies to accomplish these Objectives.

Objectives	Strategic Methodologies
1. Empowering landless people to possess Lands	<ul style="list-style-type: none"> i. Confirming ownership of Lands ii. Maintainins an updated and regularized Data system regarding State Lands.
2. Expanding investment opportunities	<ul style="list-style-type: none"> i. Utilization of State lands to expand investment opportunities
3. Optimum usage of state Land	<ul style="list-style-type: none"> i. Developing State Lands to an optimum Level. ii. Confirming security of State lands. iii. Optimum usage of State Lands.
4. Optimum Management of resources belonging to the Department	<ul style="list-style-type: none"> i. Devolving Human Resources ii. Using physical resourees productively iii. Managing Financial Resources productively
5. Contributing to the growth of State Revenue.	<ul style="list-style-type: none"> i. Identifying and estimating revenue from State Lands ii. Collecting State revenue regularly and efficiently iii. Taking legal steps to recover State Revenue which are outstanding

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1 - Introduction

1.1 Role of the Land Commissioner General's Department in Land Administration

The Land Commissioners General's Department performs a special role in alienating state lands, it being the pioneer in State Land Management.

1. Management of inter-provincial irrigation and Land Development Projects
2. Planning and implementing of settlement schemes, under the Land Development Ordinance, and issuing grants for lands distributed.
3. Distributing lands under the State Lands Ordinance Under this:-
 - Alienating lands under long term lease bonds for the purpose of residence, agriculture, industry and Commerce
 - Issuing of special and free grants
 - Issuing of Pooja Deeds to Vihares
 - Releasing, leasing and vesting of required lands to Government Institutions.
4. Distributing lands and issuing grants under the lands Grant (Special Provision) Act.
5. Securing reservation and protection of state lands under the State lands (Recovery of possession)
6. Providing Act intra structure facilities to settlement schemes.
7. Providing necessary instructions and guidelines to Provincial Land Commissioners and Divisional Secretaries, regarding administration of State Lands, outside inter provincial Land Development Projects.
8. Making available data regarding lands, for various development and planning activities.
9. Maintaining State lands Management system.
10. Expediting recovery of lease amounts on lease bonds to strengthen State lease Revenue
11. Maintaining activities regarding human resources development
12. Issuing ownership documents, for State Lands under the Bimsaviya Programme
13. Ensuring and confirming protection of State Lands
14. Implementing the recommendations of the Lessons Learnt and Reconciliation Commission, to resolve land problems in the Northern and Eastern Provinces
15. Resolving and settling of Land disputes

1.2 Evolution of the Department

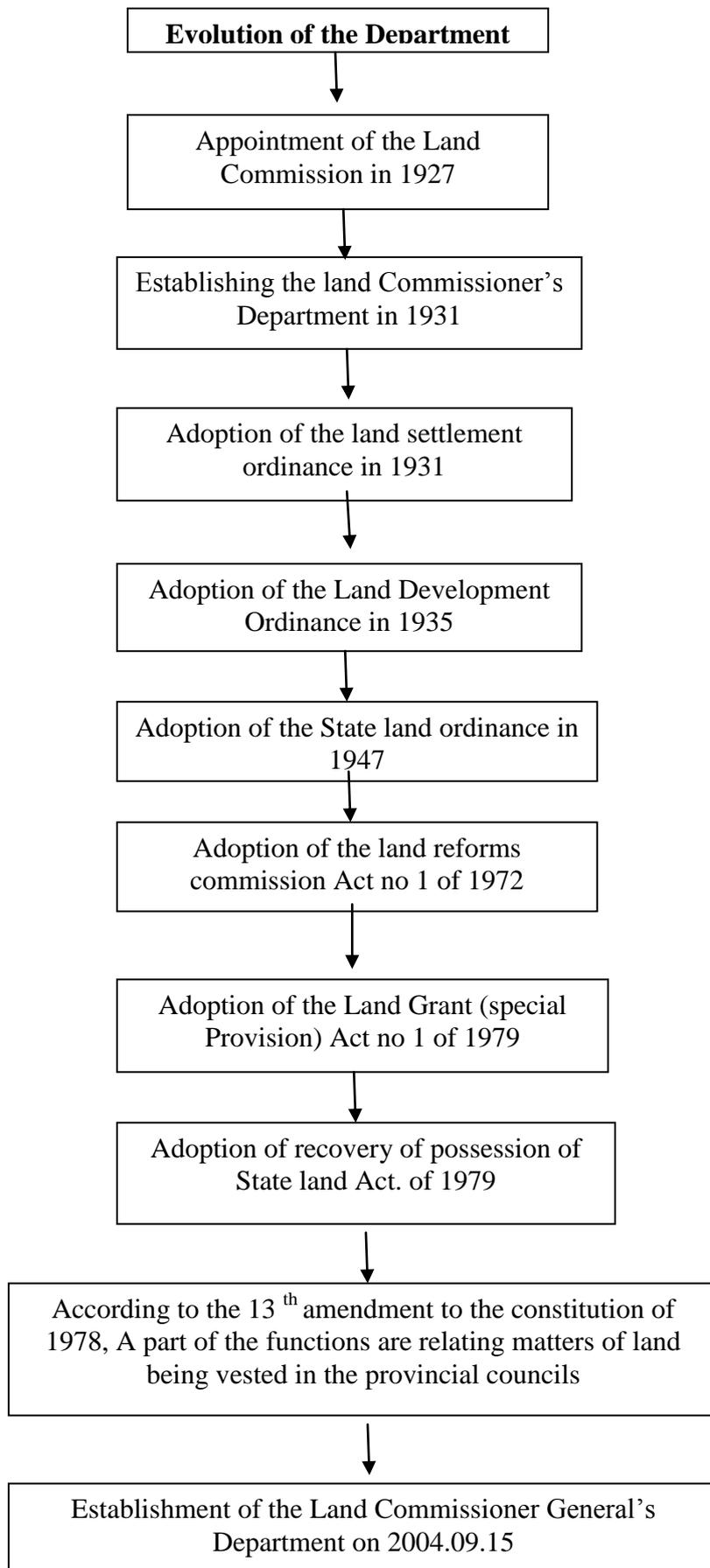
The administrative power of Sri Lanka had been seized by the British and lasted for a long period of time. During this period, the Sri Lanka populace had to undergo a multitude of problems such as, the commencement of tea cultivation in the hill country, collapsing of the irrigation system in the dry zone, people getting centralized along the wet zone in the South West neglecting paddy cultivation without giving due consideration to it, affording foremost place to commercial economy instead of self-sufficient economy, the scarcity of food with the outbreak of the first world war etc. These factors having attracted the special attention of the local representative in the State Council and since it was felt there was an urgent necessity to expedite food production in the country. It was found necessary to settle the people, who had been neither centralized along the South West, to other parts of the country in order to find solutions to all these issues, a Commission was appointed for the first time in Sri Lanka in 1927 to look into matters pertaining to Land. On the recommendation of this Commission, the Land Commissioner's Department was established in 1931 and Mr. C.B Brain was appointed as the first Land Commissioner. Accordingly, all powers regarding Land belonging to the State were vested in this Department. Five special development programmes were identified namely, major farmer, settlements, high land scheme, village expanding scheme, scheme for the youth and the middle class scheme together with selection of land beneficiaries (through holding of land kachcheri) and distribution of lands were the main tasks vested with the Land Commissioner's Department. The ordinance titled "Land Settlement Ordinance" was enacted in 1931, to separate and identify land belonging to private and State sectors. The Land Development Ordinance was enacted in 1935 and through this Ordinance the trusteeship of all lands belonging to the State and all powers pertaining to the distribution and development of such lands were vested in the Land Commissioner's Department.

To the enactment of the "State Land Ordinance" in 1947 provisions were made to provide land to various institutions and individuals for commercial and residential purposes for reserving lands for various requirements and administrations of all state lands including land along sea coast, and around lakes and brooks were simplified all powers under this ordinance were also vested in the Land Commissioner's Department.

The Land Reforms Commission was established through the enactment of the Land Reform Commission Act No 1 of 1972. The ownership of all lands with an extent of more than 50 acres was vested in this Commission. With the enactment of the Land Grant Special Provisions Act of 1979, the lands vested in the Land Reforms Commission, were once again vested with the Government and the task of distributing such lands was introduced to the Land Commissioner's Department.

Recovery of possession of state land Act of 1979 was enacted in order to eject persons, either residing on state lands having encroached or in unauthorized possession and these took was also given to the land Commissioner Department, for implementation A part of the functions relative matters of land was vested with the Provincial Council, under schedule 11 of the 13th Amendment to the Constitution of 1978. According to this amendment administration of lands relating to inter provincial development schemes also come under the purview of the land commissioner's Department. The district at Anuradhapura, Puattalama, Kurunagala, Manner, Vavuniya, Trincomalee, Polonnaruwa, Matale, Kandy, Badulla, Ampara, Batticaloa, Monaragala, Hambantota and Ratnapura which are treated as writer provincial are grouped and administrated under wet zones namely – Anuradhapura zone 01, Anuradhapura zone 02, Polonnaruwa zone, Mahiyanganaya zone, Debarawawe zone and Ampara zone. In order to make this administration easy officers such as Department of Land Commissioners Assistant Land commissioners, colonization officers, Field instructors have been appointed.

According to the cabinet decisions dated no 2004-09-03 the land commissioners Department which was function as such was elevated to the partum Land Commissioner's Department, with effect from 2004.09.05. Accordingly the powers vested up to now, in the land commissioner, have been duty vested in the land Commissioner General.



1.3 Progress and Regress during the year

i Introduction

With the beginning of the year 2014, of the vacancies in the cadre, existing over a period of time, a considerable number had been filled up. Under the programme to recruit graduate to the government service, 200 new posts had been created within the department and it was possible to complete more than half of that number. Also it was possible to fill up most of the vacancies in the posts belonging to the Sri Lanka Administrative Service, by those who were recruited recently. In the meantime, it was possible to fill in the post of Chief internal Auditor. It must be mentioned that the increased volume of work handled by the Department had an impact towards this position. However, it should be mentioned that progress in certain divisions were less due to reasons beyond the control at departmental level.

ii. Success of the special programme of work to implement the recommendations of the lessons learned and reconciliation Commission.

Under the special programme of work, which commenced in January 2013, to implement the recommendations of the Lessons Learned and Reconciliation Commission, resolving disputes regarding State lands during the post conflict period in the Northern and Eastern provinces, more progress has been made in the year 2014, than in the year 2013. Feedback information regarding the National plan to implement the recommendations of this commission is being handled by a commission headed by the secretary to His Excellency the President. At the discussions held on such feedback information, the progress of the programme of work to implement the recommendations of the commission, achieved by the Department, has been acclaimed at a very high level, when compared with such progress made by other ministries. It should be mentioned that, whilst implementing this programme of work, very special cooperation was forthcoming from the land commissioner's in the said two provinces, as well as the Divisional Secretaries and from the assistant Land Commissioner's appointed on contract basis for this programme of work. Though there were some problems caused by the pressure exerted on the officers, by the Provincial Councils and other local political authorities, when lands in the said two provinces were acquired for the requirement of the State and the three armed forces, it was a special feature that no antagonism was shown after 2013, towards the programme of work to solve problems of the people regarding state lands. It was a special achievement to issue permits in respect of 27,172 lots of land, during this year in the Northern and Eastern provinces. It was also a very special occasion, since it was the first time in history to ceremonially hand over 20,000 permits in one place.

iii. Distribution of one hundred thousand lots of land. Completion of second stage.

Having completed the first stage of the national Programme of work to distribute one hundred thousand lots of land which commenced in 2005, the second stage of that programme of work to distribute a further one hundred thousands lots of land began in August 2009. It was possible to handover 129, 769 lots of land and permits to the people at the end the year 2014. The target of issuing one hundred thousand lots of lands during this year too have been completed.

iv. Activating State Land Information and Management system

As a Result of the endeavours undertaken over a period of years, to find a successful remedy to the long standing inefficient administration of State lands and delay in offering Services, it was possible to launch the State land Information and Management system. As the first stage it was possible to successfully activate this year, the software prepared for furnishing information about lands distribution of lands and the procedures in the issuance up documents. Accordingly officers attached to 68 divisional secretary divisions were trained to implement this system.

v. Creating of new Posts

Whilst doing away the long standing shortcoming in the department it was possible to create a new post of Land Commissioner in the Administrative Division and a post of Chief Internal Auditor. Also with the intention of expanding the legal division of separate division was created and a new post of Land Commissioner (Legal) has been created.

vi. Evaluating the progress of productivity activities

In 2014, this department participated in the developmental National Productivity Award Competition. For this purpose a unit for productivity operation was established and an Assistant Land Commissioner was appointed to co ordinate activities. Among the programme of work implemented targeting these competition, it was especially possible to implement the 5S concept at a high level. This Department was able to win the special merit award at this competition.

Vii. Delay in serving in the Tamil language

This department is engaged in the services of solving a large volume of problems in the Northern and Eastern provinces especially after the war. A large number of applications, letters, appeals etc submitted to the Department are in the Tamil language. Never the less there is only a handful of officers in the Department, who are knowledgeable to work in the Tamil Language. There is only one staff officer to work in matters regarding land. There is only one management assistant. Though there is a vacancy for Tamil Language translator, the vacancy could not be filled for a long time. Under these circumstances, a large volume of day to day documents are being translated utilizing outside translators and the unnecessary delay came is unable to control.

2 - Strengthening Land possession of landless people

2.1. Introduction

A programme of work to identify landless people and registering them at the Divisional Secretaries level, commenced vide circular no.2008/4. A majority of these people these registered, are those who are residing on State lands over long period of time and have not received ownership of such lands. A special programme of work to identity such encroached lands and and new lands that are suitable to be distributed commenced with a target of distributing one hundred thousands lots of landless people and was completed in the year 2008. Under the second stage of this programme of work, land lots exceeding one hundred thousand in number were further distributed to landless people by the year 2014, Since then, this is being continued as a programme of work, to make available lands to landless people.

2.2. Distribution of lands

Distributing of lands and issuing permits under the Land Development Ordinance to Sri Lankan, giving priority to people in the lower income groups and those belonging to the farmer's class for residential and agricultural purposes and under the State Land Ordinance to those in the higher income groups for agricultural, residential industrial and commercial purposes and also lands are provided to those living in urban areas and institutions.

2.2.1 Issuance of lease bonds under the land Development Ordinance.

It was possible to issue one hundred thousand permits from January 2006 up to the year 2009 and 129,769 lease bonds from there onwards up to the end of the year 2014.



It was targeted to issue 25,000 land permits to landless people during the year 2014, and it was possible to issue 42,781 permits. Though this position showed a decrease of 14.2% in relation to the previous year, it was an increase of twice the number issued in 2012. Lesser

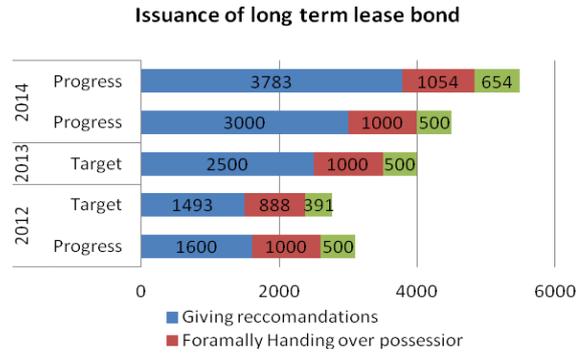
co- operation received from some Divisional Secretary divisions and Provincial Councils. In the process of selecting permit holders through holding of land kachcheries and shortage of staff were the factors for this set back during the current year.

2.2.2 Issuance of long term lease bonds under State Land Ordinance

Lands are provided by this Department for agricultural residential, industrial, commercial purposes etc to State and private sector institutions and individuals as well as to prospective investors who are expecting to be engaged in investments in special development projects. 19,743 long term lease bonds have been issued from 1995 up to now. Encroachers who were in unlawful occupation of state lands prior to 1995.06.15 were allowed to be selected for the issuance of land with long term lease permits or Grants under State Lands Ordinance. This process was implemented in 2008 and since reasonable period of time was allowed for this, it was decided to stop after the year 2010, further issuance of lands on the basis of encroachment. Accordingly, instructions were issued that lands which are possessed by encroachers also should be selected through the system of land Kachcheries. Since it took a longer period to issue lease approval due to the short comings prevailing in the process, the target for the issuance of long term lease bond, and grants was reduced in the year 2014 also.

Issuance of long term lease bond is a very long process. The Divisional Secretaries send all documents with their reports of recommendation through the Provincial Land Commissioners / Deputy Land Commissioners (Inter Provincial). These documents after having been checked, should be submitted to the secretary, Ministry of Lands, for the approval of the Honorable minister to be given on lease.

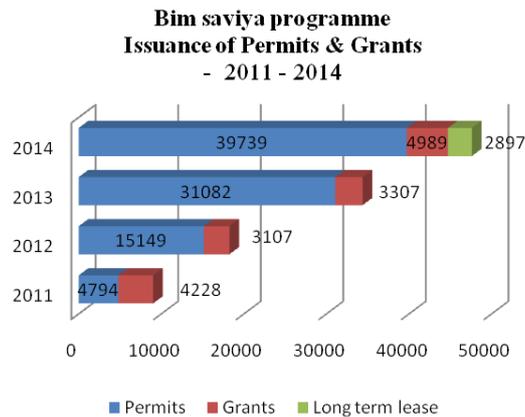
Notifications are published in the Government gazette, for objection, and after the stipulated period, the lease rental is recovered and the occupation of the land handed over to the leases. After this, the lease bond is prepared after obtaining the diagram and submitted to the Secretary to the President through the Ministry of Land and after facsimile signature on the lease bond , it is sent for registration through the Divisional Secretary and after having been registered, the lease bond is issued.



Under the subject of issuing long term permits, 3783 recommendations were sent to the ministry during the year 2014, though the target was 3500. When the target under the regulated system of handing over possession of land was 1000, long term permits for regulated possession handed over was 1054. The target under the programme of work to issue long term lease bonds was 500 and it was possible issue 654 such permits. This is an improvement over the previous year. However an upward difference was observed in the year 2014, between the number of applications for long term lease recommended and sent to the Hon, Minister and in the number of applications approved and received, Due to their reason , there is a decrease in the progress in issuing lease bonds and handing over the possession.

2.2.3 Distribution of lands under the Bim Saviya programme of work

The Bim Saviya Programme of work could be introduced as a National Programme of work, providing ownership to those lands contributed mainly by the Ministry of Land and Land Development and the Title Settlement Department. This programme of work commenced its activities in 2008 as a National programme of work, with the contribution of the Ministry of Land and Land Development, and some institutions under this ministry and also with the participation of the Registrare General’s Department. Here, the programme of work by the Land Commissioner General’s Department to provide solutions to problems regarding state lands were implemented in the year 2014, with the assistance of the Provincial and Commissioners, Divisional Secretaries and Inter Provincial Deputy and Assistant Land Commissioners. Accordingly, under the programme of work 106, 847 permits for state lands had been issued, up to now.



The target issue permits under the Bimsaviya programme of work was 30,000 for the year 2014, and it was possible to issue 39,734 permits. This registered an increase of 27.8% in relation to the previous year. Likewise, 4983 grants and 2897 long term permits also have been issued. The overall progress in the previous year was 51,042 whilst it was 48,797 this year. Shown here are only the permits grants long term lease permits under the Land Development Ordinance. In addition, Pooja Bhoomi grants, Tsunami grants, Free Grants, vesting orders Instruments of disposition are included in the overall progress. Since their numbers are small, have been included in the main category only.

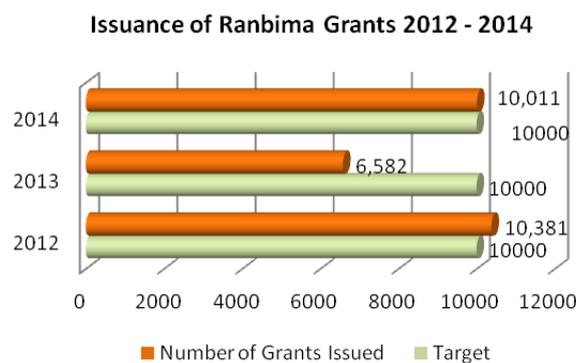
2.3 Issuance of Grants

Though some administrative powers regarding the management of state lands, have been given to the Provincial Councils, through the 13th amendment to the constitution, the special role of implementing the legal powers of His Excellency the President, regarding the disposal of ownership of State Lands were vested with the Land Commissioner General's Department. When alienating the ownership of state lands, the land branch of this Department has been entrusted with the duties such as, issuing of grants, Free grants, Special grants, Pooja Bhoomi grants, Tsunami grants, vesting orders, under the state lands ordinance.

2.3.1 Issuance of grants under the Land Development Ordinance

After the Land for which permit has been issued under the Land Development Ordinance, been developed, issuance of Ranabima grants giving permanent ownership, subject to conditions, is the main function performed by the Development Branch of the Department. For this purpose, the Ranbima unit in this Division, is giving active contribution. Issuance of instrument of disposition, under the Land grant (Special Provision) Act, is also performed by this unit. An organized programme of work commenced in 1982 to issue grants for State

lands distributed under the Land Development Ordinance and 997, 158 grants consisting of 324,203 Swarna bhoomi grants and 672,955 Jayabhoomi grants had been used to the allottees by the beginning of 2002. These grants were prepared with conditions, and diagrams and included only in the Swarna bhoomi grants and a large number of Jayabhoomi grants are prepared without survey diagrams were included only the four boundaries of the land considering this short coming, with the objective of issuing grants inclusive of diagram and without conditions, action when taken to revise the Land Development Ordinance commencing in 2002 and the revised bill was submitted to the Parliament in 2003, Due to this reason issuance of grants was temporarily stopped withdrawn to be revised again during the years 2002 and 2003. However the revised bill had to be. On the judgment of the Supreme Court. After this, issuance of grants as usual commenced again in 2004. It has been possible to issue 72, 635 grants from 2004 up to the end of the year 2014.



It was planned to issue 10,000 Ranbima grants during the year 2014 and it was possible to issue 10,011 grants by the end of the year. This is a 34% increase over the previous year.

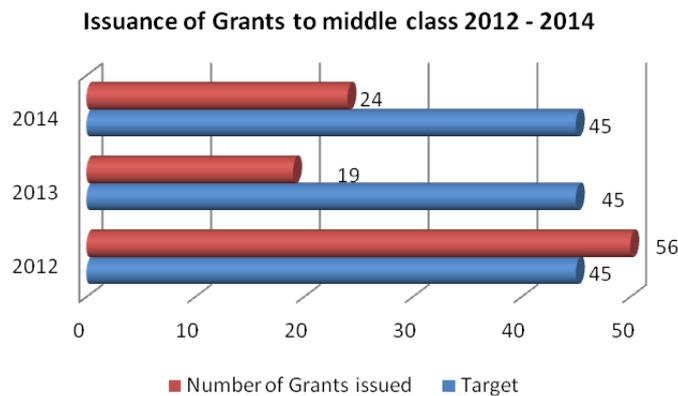
2.3.2 Issuance of middle class grants under the Land Development Ordinance

Through the land development ordinance, it was envisaged to give lands not only to the landless persons but also as a means to give lands to citizens with some financial or capital capability, who would develop the said land and contribute actively to enhance national productivity. Accordingly state land with extent of 10, 25 and 50 acres are alienated to each person in the middle class.

Lands in this manner had been distributed in the past to middle class schemes, in areas where land was available in plenty. Among them, grants have been issued to some people after the land was developed. However, no grants have been issued yet for some of these lands. Due to

prevailing shortage of lands at present, as a matter of policy, large plots of lands are not made available, under middle class scheme. However issuing grants to lands issued with permits are being continued.

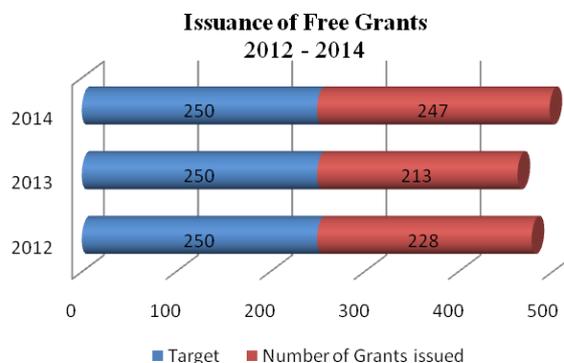
Whilst issuing grants, if such grants have been disposed of contravening the terms and conditions in the Land Development Ordinance, when if such grants have been registered in the records at the Land Registry, and if not satisfied about the accuracy of such document, the Land Commissioner General has the power to render it null and void.



In the year 2014, it was targeted to issue 45 middle class grants but it was possible to issue 24 such grants.

2.3.3 Issuance of free grants

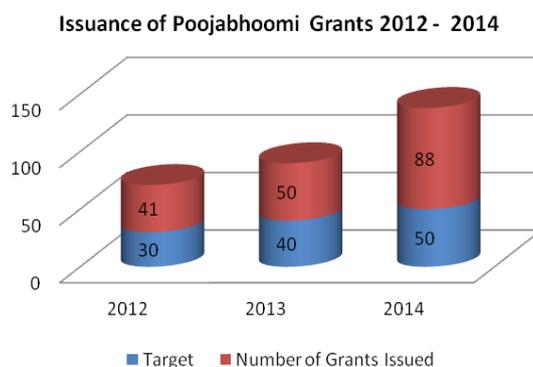
Here, for lands distributed with long term lease bonds or preliminary lease tree lands , free grants with permanent ownership are issued for the people to occupy and possess the some land.



It was planned to issue 250 free grants during the year 2014 and it was possible to issue 247, such grants as at end of the year.

2.3.4 Issuance of Pooja Bhoomi grants

Issuance of grants to place of Buddhist Religious worship is being done every year. Issuance of such grants during the current year is shown below. 1618 Pooja Bhoomi grants have been issued up to now.



It was planned to issue 50 Pooja Bhoomi grants during this year 2014 and 88 such grants were issued as at the end of the year. This is a 76% increase over the previous year.

2.3.5 Issuance of Tsunami grants

Issuing free grants for alternative lands to the people displaced by the tsunami disaster is being done since the year 2007 and 5060 such grants have been issued up to now.

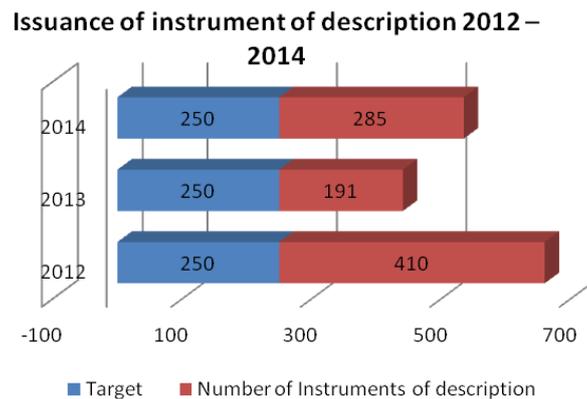
Details	2012	2013	2014
Number of grants issued	736	1004	689

Though it was planned to issue 1000 Tsunami grants, during the year 2014, it was possible to issue 689 such grants.

2.3.6 Distribution of land (Issuance of instruments of disposition)

Provisions of this Act and being implemented since 1979, According to this Act, the land distributed are from those lands which were vested with the land Reform Commission and released to the state, to be distributed to landless families. Lands are these issued to the poor people, who do not own any piece of land. Total number of lands these distributed since 1979 is 77,903. According to the policy decision taken by the Land Reforms Commission, lands are not released under this Act, from recent times and to distribute land to landless people, when unproductive lands belonging to the Land Reforms Commission are identified, provisions have been made to acquire paying compensation under the Land acquisition Act, for the purpose of village expansion only. Due to this reason, no new lands are distributed

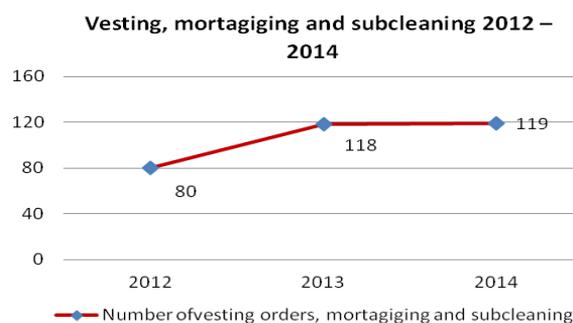
under the Lands Grants (Special Provisions) Act, and action are being taken only regarding lands where actions commenced but not completed on yet.



250 instruments of disposition were planned to be issued, under the Land Grant (Special Provision) Act and it was possible to issue 285 instruments of disposition.

2.3.7 Vesting of Lands, mortgaging and subleasing

Vesting of Lands, mortgaging and subleasing are all carried out under State land Ordinance. The manner such activities took place during the year 2014, is shown below -



119 vesting orders, mortgaging and subleasing were issued as at the end of the year 2014. This is an increase over the previous year.

2.4 Special programme of work to solve problems pertaining to state lands, during the post war period, in the Northern and Eastern provinces (According to LLRC report)

According to the National Action plan for the implementation Recommendations of the Lessons Learned and Reconciliation Commission Report (LLRC report) after the conclusion of the conflict situation that prevailed in the Northern and Eastern Provinces. Problems pertaining to lands in the said provisions were identified to be expeditiously resolved in order

to better the life of the people living in the said provinces. Accordingly, giving priority to this problem, the Land Commission General's Department, under the supervision of the Ministry of lands implemented a special programme of work, to resolve those problems expeditions. Accordingly, giving ownership to lands which had been in possession without ownership, over a long period of time, giving ownership of land where people were resettled, resolving of problems resulting from the maladministration during the period of war, reviving of misplaced or destroyed documents, relating to lands, are some of the functions under this programme of work.

2.4.1 Creating awareness among the people about this programme

Under this, the undermentioned programmes of work, recommendation and activities had been taken.

Issuance of Circulars

LLRC Recommendations relating to programme	Activity	Progress
9 – 104 Giving legal ownership of land to displaced people who have been resettled	Implementing circulars / Programmes enforcing ownership	Issuance of new circular no 2013/01 and enforcing its implementation and supervising there of

Following various activities

Recommendations relating to programmes of work	Activity	Progress
9.106 Making concerned people aware of the policy of the land, where resettlement take place and alternatives available	Conducting of awareness programme of work	Conducting media discussion publishing newspapers / notices. Publishing in Websites, publicity through Sri Lankan embassies, abroad. Printing and distributing hand bills.

2.4.2 Implementing Programme of work

LLR recommendations relating to programme	Activity	progress
9.124 (3) Ensuring distribution of State Lands, according to provision in the constitution	Ensuring implementation of provisions in the Acts	Conducting training sessions of awareness to officers implementing the provisions

When implementing this programme of work in the year 2014, top progress has been achieved in the respective areas. Details are given below.

Conducting of training programmes – 2014

Province	No. of training Programmes conducted	Number of officers completed training
Northern Province	20	1, 750
Eastern Province	18	1, 295
Total	38	3, 045

Conducting of Land Kachcheries – 2014

Province	Number of Land Kachcheries conducted	Number of permits Issued
Northern Province	761	22, 617
Eastern Province	377	4, 555
Total	1, 138	27, 172

Overall progress of solving Land Problems – 2014 Northern Province

Problem	2013		Up to 2014	
	Number of Problems Submitted	Number of Problems solved	Number of Problems Submitted	Number of Problems solved
Applications for Lands	93, 270	15, 763	129, 424	50, 201
Updating Land Records	26, 263	2, 053	23, 621	12, 426
Others	24, 348	4, 252	27, 387	15, 195

Eastern Province

Problem	2013		Up to 2014	
	Number of Problems Submitted	Number of Problems solved	Number of Problems Submitted	Number of Problems solved
Applications for Lands	2, 790	418	5, 449	904
Updating Land Records	5,358	418	8, 204	1, 988
Others	3, 024	341	5, 526	1, 240
Total in both provinces	155, 053	23, 245	199, 641	81, 954

During the year 2014, the target was to resolve 50,000 problems through this programme of work. However 58,709 problems were solved. This achievement is an increase over the previous year.

In order to implement this programme of work, as per the recommendation of the Lesson Learned and Reconciliation Commission, sufficient staff and physical resources were, expected from the beginning of the year 2013, but except providing other resources (human and Vehicles). This was a factor which could not be controlled by the Department or Ministry. Therefore since all problems submitted could not be resolved within the same period of time, the annual target was completed with the available resources. It was possible to fulfil this annual target from the year 2013. As such, of the problems submitted, since problems remaining further to be resolved, could not be resolved as expected in the years 2013 and 2014 alone, it has been decided to extend this programme of work in the year 2015 also. Whilst implementing this programme of work, it became clear that all problems that were registered, were not directly relating to the recommendations of the lessons Learned and Reconciliation Commission recommendation. However, though instructions were given

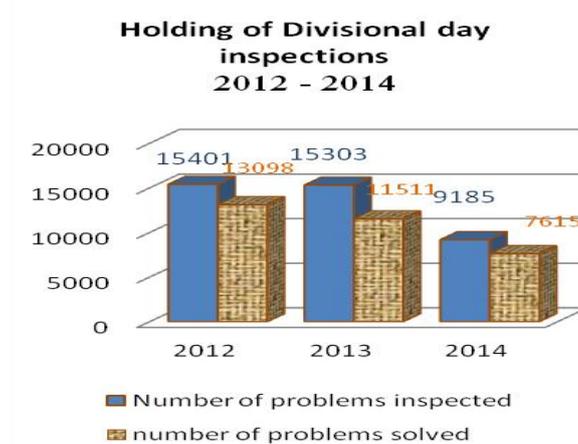
to the Divisional Secretaries to separate such problems which did not directly relate to lands, since it was practically difficult to do so, and also since all these problems were of a sensitive nature to the people of the region, all problems had to be resolved . It was revealed that 60% of the problems submitted were directly relevant to this programme of work.

2.5 Resolving land problems and Issuing instructions

Resolving of land problems of Land recipients and giving instructions are carried out by holding Divisional days inspections and mobile services are regarding land problems received from inter provincial and provincial levels, legal and technical assistance are provided by this Department.

2.5.1 Divisional day s inspections

Divisional day inspections are held to resolve land ownership related problems of the land recipients, within the field itself. The manner of conducting divisional day inspection during the past year is shown below.

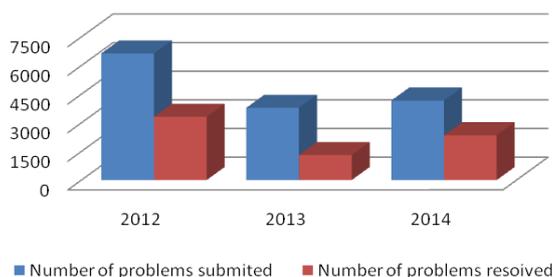


885 Divisional day inspections were held at inter provincial level during the year 2014. Here 9185 land problems were submitted and 7615 problems were resolved quickly. The remaining problems would be solved after studying these problems.

2.5.2 Mobile services

The process of resolving land related problems of land recipients by the intervention of state officials at divisional levels is known as mobile service programme of work. Accordingly, information relating to problems submitted at mobile services, during the year 2014 and solution provided is shown below –

**Conducting Mobile Services
2012 - 2014**

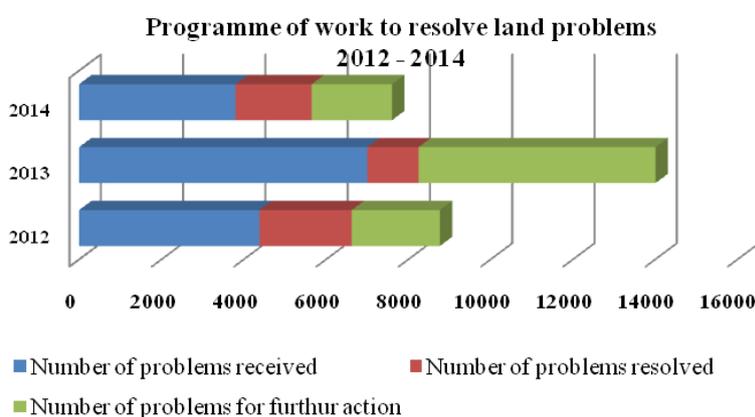


It was planned to conduct 40 mobile services at inter provincial levels, during the year 2014 and it was possible to conduct 75 mobile services. 4165 problems were submitted at there services and 2347 problems were resolved quickly. 459 problems were referred to other divisions, and the remaining problems would be resolved after undertaking of there problems.

2.5.3 Inter provincial irrigation, Land Development Projects and programme of work to resolve State problems at provincial council levels.

Direct and indirect problems arising from the land development projects and administrative actions initiated by the Inter provincial officials, Provincial Councils and Divisional Secretariats faced by the people are resolved by the Land Commissioner General's Department through providings legal and technical assistance.

Action taken to resolve such problems in the year 2014 is shown below –



Solution of the remaining problems would be given in the coming years since at would take long time to call for reports, exchange files, conduct inquiries etc.

2.6 State Land Information and Management Systems

2.6.1 Introduction

Action has been taken to create ‘State Land Information Management System’ utilizing information technology to easily and efficiently manage affairs pertaining to State Lands. Action is being taken to include information regarding state lands at Divisional Secretariat levels into this system and it is possible through this system to issue documents for distributed lands, to effectively undertake the process of collecting income, to take follow up action regarding distributed Lands, to undertake supervision etc. It was possible to implement this system to all 40 Divisional Secretary Divisions in the Western Province in 2013 and to 101 Divisional Secretary divisions throughout the Island in the year 2014.

2.6.2 State Land management process Re – engineering

The Ministry of Lands, Land Commissioner General’s Department, Land Commissioner’s Department Western province, and the Divisional Secretariats of Negombo, Kaduwela and Walallawita were associated with the creation of the system. Preliminary works to create this system commenced in the year 2008 and after having conducted several workshops continuously, it was possible to create this information system. Accordingly technical and financial assistance was provided by the Information and Communication Technology Agency of Sri Lanka (ICTA). Without changing the rules and regulations regarding the management of State lands action was taken only to change the prevailing process for this system of Government Process Re- engineering. Under this process Re – engineering system, under mentioned main process have been created.

Process A - Process identifying State lands and disposing

Process B - Process supervising disposed State lands

Process C - Process to take follow up actions relevant to disposed State lands

These are the three main processes and several sub processes have been created. Through this programme of work and through fulfilling the under mentioned objectives, it is expected to minimize the short comings and inefficiency prevail in the activities pertaining to management of State lands.

- I. Establishing a Data Bank, systematizing matters regarding lands.
- II. Reducing time spent on procedures
- III. Maximizing accuracy in works performed
- IV. Simplifying operational and evaluation process
- V. Minimize tendencies for irregularities

2.6.3 Implementing State Land Management Information system

During the year 2014, the State land Management Information System has been implemented in 101 Divisional Secretary Divisions. The under mentioned statistical note shows this implementation by the Land Commissioner General's Department in the year 2014.

Statistical note - Including information regarding state lands in the management system

Details	Progress achieved in 2014
Including information as per land documents into the system (number of documents)	35, 379
Including information regarding lands with tracings into the system (number of land lots)	3, 700

The Department was successful to include 35, 379 documents pertaining to lands, into the state lands information management system during the year 2014, through it was planned to include 30,000 documents. It is also planned to print Grants, Annual permits, long term lease bounds etc using this system, in the year 2015. These procedures will help to minimize lands problems of the general public.

2.7 Taking steps for the systematic implementation of the management functions of State lands

Being the leading institutions for the management of State Lands, this Department is always taking various steps to maintain proper coordination with the connected institutions, for the systematic management of state Lands. A few of such important functions are –

- I. Issuance of circulars to Divisional Secretaries
- II. Conducting progress review meetings with officers , concerned with land management in the Inter Provincial areas of authority.
- III. Conducting progress review meetings pertraining to various programmes of work and holding discussions regarding problem with Divisional Secretaries.
- IV. Providing training to officers in the Divisional Secretariats and Inter Provincial Deputy Land Commissioner's offices.
- V. Holding co – Ordinatinl meetings with Provincial Land Commissioners.

2.7.1 Issuance of circulars to the Divisional Secretaries

The undementioned circulars have been issued during the year 2014.

Circular no 2014/01 – Implementing the recommendations the Lessons Learned and Reconciliation Commission Reports

Special programme of work to resolve post conflict problems pertaining to state lands, in the Northern and Eastern provinces. Setting of Coordinating officers in the Divisional Secretariats.

Necessary instructions have been issued through this circular to the Divisional Secretariats, to set up special Coordinating offices in the Divisional Secretariats, for the convenience of the people, when implementing the special programme of work to resolve problems pertaining to State lands during the post conflict period in the Northern and Eastern provinces.

Circular no 2014/02 Matters to be considered when resolving problems under the programme of work to resolve post conflict problems relating to state Lands in the Northern and Eastern provinces.

Through circular no 2013/01, instructions have been issued to Divisional Secretariats and connected officers in the Northern and Eastern provinces, regarding implementing the special programme of work for resolving problems regarding State Lands which have appeared after the conflict in the said provinces. Here the recommendations of the Lessons Learned and Reconciliation Commission report have been taken into consideration. Whilst implementing this programme of work according to instructions given, the specially identified problem which was prominent was that documents confirming ownership of distributed state lands, either had been destroyed or misplaced. Also prominent were the problems regarding ownership of land which were due to the activities that took place during the conflict situation. When discussing with the Divisional secretaries, it appeared that a policy criteria should be introduced as a bare to resolve these problems, and the true series of general instructions necessary to this, were issued in this circular.

Circular no 2014/03 Surveying of Lands where Jayabhoomi grants have been issued

Many problems have cropped up in the field, regarding the boundaries and precise identification of the lands pertaining to Jayabhoomi grants lands, which had been issued without diagram. A policy decision has been taken to get such lands surveyed by the Survey Department in order to solve this problem. Accordingly, various problems have arisen, due to

the differences in the extent shown in the grant and extent legally existing after the Survey. Therefore necessary instructions regarding action to be taken on such instances were issued to the Divisional Secretaries and the survey Department through this circular.

Circular no – 2014/05 Payment of incentive allowance under the Bimsaviya Programme for the year 2014.

Under this programme, in order to identify and determine the State Lands, payment of incentive allowances was approved to officers serving in the Divisional Secretariats, officers of the provincial Land Commissioner and this Department who contributed and implemented this work during the year 2014. Detail instructions regarding payment of this allowance were issued through this circular to the Divisional Secretaries, provincial Land Commissioners and deputy Land Commissioners, inter provincial.

Circular no 2014/06 – Disposal of lands issued on grants under the Land Development Ordinance, through documents prepared, contravening to the provisions of the said ordinance.

Since there were reports on information about large number of instances, where lands with grants issued under the Land Development Ordinance, have been transferred violating the provisions of the said Ordinance and as a result of the investigations conducted into these reports in 2012, decision has been taken to initiate necessary steps regarding such unlawful transfers. Though it was revealed that such transfers were unlawful, since these transactions were registered at the Land Registry to avoid people doing further transactions unknowingly, action was taken in 2012, to enact regulation under the Land Development Ordinance to cancel such unlawful registration. Since it was necessary to make aware the Divisional Secretaries fully, regarding the implementation of this regulation, this circular was issued with necessary instructions to adhere and act according to the said regulation.

Circular no 2014/07 issuance of State of State lands to the families of war Heroes

The ministry of defence has informed that state lands for the families of war heroes who died in action, were disabled and were missing in action should be issued through the Ranaviru Seva Authority, and State Lands to the families of war heroes who died whilst not in action and to those who are still in service, should be given through the armed forces and police welfare division and state lands to police officers should be given through the Ministry of law and order. Provincial Land Commissioners, Deputy Land Commissioners and the Divisional Secretaries were instructed to take action accordingly, through this circular.

Circular no 2014/08 – Follow up actions regarding grants and permits of Land distributed under the middle class programme.

The existing procedure which was followed when transferring the permit and Ranbima grants distributed under the middle class programme has been revised and this information was issued through this circular. The final decision arrived at a workshop attended by the provincial Land Commissioners, some selected Divisional Secretaries, Senior officials of this Department and some officers from the Ministry of Lands to change this procedure was taken in to consideration.

Chapter 3 - Utilizing State Lands to widen investments opportunities

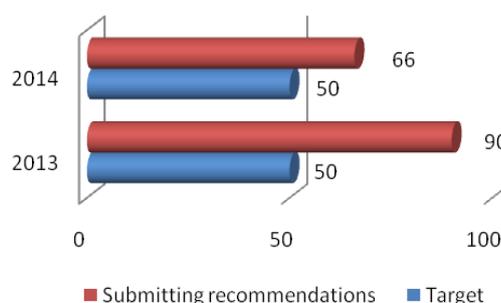
3.1 Introduction

The foremost feature in Land management is the excellent usage of state lands. This task could be best accomplished through deciding on the maximum limit regarding distribution of State Lands, which should precisely be alienated to various development and investment requirements and to individuals and family units.

3.2 Providing Lands for investments

Providing lands to widen investments opportunities in a country like Sri Lanka, where land resources are limited, is a factor towards direct contribution for the economic progress of the country. Under this service this Department had for a long time since its inception provided lands on a priority basis for the strengthening of the Agro economy. As at now, the country is self sufficient in paddy production. According to the present economic structure, greater emphasis is being placed in the fields of industry, Services, Infra structure facilities. Accordingly, the need for lands for investments of such projects have increased. Therefore, the need to provide lands for such fields, under the long term leasing scheme had gone up at present. Lands belonging to the State are provided for middle term and long term investment opportunities. This has helped in the overall economic growth in the area of economy, social needs, infra – structure facilities, etc. A very special task has been performed by the Land Commissioner General’s Department in the year 2014, in sending recommandations to the Ministry of Lands, regarding providing lands for investment projects and infra structure facilities.

Providing Lands for Investment opportunities -
2013 - 2014



During the year 2014, it was targeted to submit 50 recommendations for long term leasings to the Ministry, regarding providing Lands with the objective of widening investments opportunities and the Department succeeded in submitting 66 such recommendations.

3.3 Implementing the laws to limit assigning of State Lands to foreigners

3.3.1 Introduction

The government has decided to implement the policy to limit assigning absolute ownership of State and private Lands and recommended estimates in this country to foreigners. Accordingly The Strategies Development Act no 14 of 2008 has been enacted as to be implemented with the effect from 2013.01.01. The minister in charge of the subject of finance, has certain powers when implementing this Act. When implementing the provisions of this Act, pertaining to State lands, definite tasks have been assigned to the minister in charge of the subject of Land and to the officers, who are dealing with the administration of State Lands.

3.3.2 Basic principles of the legal provisions, limiting the assignment of State Lands to foreigners.

Some of the basic principles could be identified regarding there new legal provisions in limiting the assignment of State Lands to foreigners –

- i. As per the meaning of the Act, No absolute ownership of Lands in this country could be assigned to foreigners, and foreign companies or institutions.
- ii. Undermentioned institutions have been identified through such individuals or institutions.
(Example – Institutions with diplomatic immunity)
- iii. To these individuals or institutions who are not entitled for assignment of absolute ownership, lands could be made available on long term lease base in subject to the maximum of 99 years.
- iv. Individuals or institutions who are entitled to obtain land or on long term lease bounds, would be subjected to tax for the special bonds originally owned. This tax will be 15% of the total lease value for some individuals or institutions.
- v. It will be concessionary tax of 7 ½ for some individuals or institutions.
- vi. Some individuals or institutions are exempted from this lease tax.
- vii. 25% land lease discount would be entitled to some local investments.
- viii. Lease tax is a tax levied in addition to the tax relating to the land and it will be recovered when the transfer of the ownership of the land is registered. The lease tax is recovered by the Commissioner General of Inland Revenue.

3.3.3 Accomplishing the role of the Land Commissioner General's Department

When implementing these new legal provisions, the responsibility regarding State Lands will always remain with this Department. Accordingly, special steps have been taken to identify the applications falling under the relevant classification, and to obtain recommendation reports from the Divisional Secretaries, and to avoid prohibited request made through this being complied with to assign absolute ownership. Also, identifying leases where lease ture have to be recovered and referring to the Registrar of lands, is also important here.

4. Excellent utilization of state lands

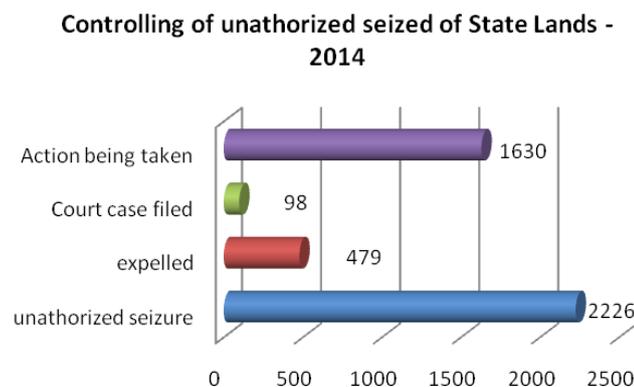
4.1 Introduction

The Inter - provincial irrigation and Land Development projects are being performed ceaselessly, to ensure full utilization of the excellent usage of state Land. The Department is taking endeavours to encourage excellent usage of State lands, by controlling unauthoroized seizing of lands belonging to the State, enforcing rules and regulations and ecological policies, through resolving land problems by providing legal and technical assistance etc.

4.2 Ensuring safety of State Lands

Steps have been taken to control unauthorized seizing of State Lands, to ensure safety of state lands. Towards this work, a national work plan has been implemented from the year 2013, with the collective contribution of the Ministry of Public Administration and Home affairs and the Land Commissioner General's Department, together with the District Secretariats and Divisional Secretarists, islanwide. According to circular no: HAF/03/ADMIN/002 dated 2013.07.05 issued by the Ministry of Public Administartion and Home affairs, wide ranging investigations have been instituted under the leadership of the Land Commissioner General's Department to control unauthorized seizing of State Lands in each and every Grama Niladhari Division and Divisisonal Secretary Divisions. Here, having identified the encroachers, actions have been taken to expel them from the State Lands and in the case of those not adhearing to these instructions, court cases have been initiated against them.

Action institute into such instance during the year 2014, are as shown below.



2226 instances of unauthoroized seizure of state lands were reported during the year 2014. Person involed in 479 such instance were expelled from the lands and court case have been filed in 98 such instances. Actions are being taken with regard to 1630 encroachers.

4.3 Supporting the project and programme of work to implement the laws and rules of the environment policies.

4.3.1 Introduction

This Department has rendered active support to these institutions, Since it is directly connected with the planning and implementing of various programmes of work regarding the environment protection of State Lands, undertaken by institutions such as the Ministry in – Charge of subject of environment, Forest Conservation Department, Department of Wild life Conservation, Central Environmental Authority, Department of Land usage policy planning, directly and under different projects related to them at National level.

4.3.2 Programmes of work supported in implementing the laws and rules of the environment policies

This Department has supported actively, undermentioned programmes of work in the year 2014.

- I. Programme of work for preparing a National Policy and action plan to protect water catchment Areas, implemented according to the decision of the Parliamentary Advisory Committee relevant to the Ministry of Lands, under the Co-ordination of the Department of Land Usage policy planning.
- II. A national action plan to implement the positive work procedure to minimize causing of damage to the environment, prepared under the guidance of the Ministry of Environment.

5. Management of Revenue

5.1 Introduction

A very special role is performed by the Land Commissioner General's Department, to strengthen the rental revenue of the State, through the best management of State Land resources. The State lands are leased for residential and Commercial purposes to individuals, State and private institutions and rental income is collected from them. Land rental revenue is collected from the areas coming under the Inter – Provincial regions are collected by the Land Commissioner General's Department and the rental income from the rest of the areas are collected separately by the provincial Land Commissioner Departments. This income structure mainly consist of Long Lease rental, Annual permit rental and harvest rental. Though the income from areas under the Provincial Councils are a source of income to the Provincial Council. It is the task of this Department to formulate the leasing policy, and approving the leasing.

5.2 Estimating and Collecting of Land lease rental income

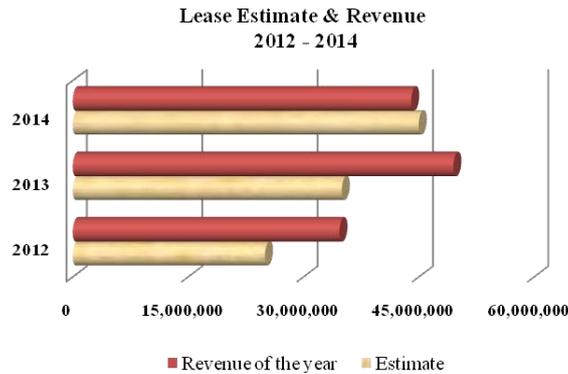
The amount of rental income that should be collected by the Land Commissioner General's Department is forecasted half yearly. Looking at this forecasting, the percentage of Land rental income that should be collected annually has gone up. This position creates a tendency for the State revenue to rise.

When forecasting the lease rental to be collected annually by the Land Commissioner General's Department, calculating is done separately as new land rental income and arrears lease rental income.

When these two categories of lease rentals are taken as a whole, the percentage of Land rental to be collected and the percentage of lease rental collected have gone up. This tendency could be understood when looking at the collection of Lease rental during the past few years. Increase in new leasing of Land quantitatively and the assed value of Land going up have had the main impact for this tendency. Further reason could be seen in the decrease in concessionary leasing on nominal value and regulating the collection procedure.

Estimated and collected Lease rental income

	2012	2013	2014
Estimated lease income (Rs)	25, 000, 000.00	35, 000, 000.00	45, 000, 000.00
Lease income for the year (Rs)	34, 690, 642.00	49, 503, 518. 68	44, 019, 324.85



Here, though the lease income to be collected showed an increase, the lease income collected in the year 2014, when compared with the year 2013, shows a small percentage of about 5.5% decline. However, the amount of lease income collected from year to year has gone up. In the same way, the amount of lease income collected has exceeded the lease income amount to be collected annually. The reason largely due for this situation are, the short comings in the fields in collecting Lease rental at the Inter - Provincial and Divisional Secretaria level, the shortage of well trained officers for collecting lease rental income and the attitude the lessees. Inconsistency is seen in a large scale between the lease income amount and in the amount lease income collected annually, due to the nonreceipt of cored forecasting about the leases and the lease amount. The e – slims programme of work indicated by the Land Commissioner General’s Department, is being operated more systematically to get rid of such situation. Work has commenced to include information regarding new lease and the lease already existing in this new systematic process, using modern technology. Through these system a new technology is being created to streamline the process of collecting lease rental income. Management of income will be made easier. Since the information are updated and short coming eliminated. Through this process the structure of land lease income will be strengthened in the future.

6. Human Resources Management

6.1 Introduction

Efforts are being taken to achieve the objectives of the Land Commissioners General's Department through the maximum utilization of its human resources potential. Composition of the stage in the number of staff in the Department was due to more recruitment and less retirements. The increase number of staff members was 38, which included staff and non – staff officers. An increase was seen in the providing to new officers in the subjects of Land and Establishment matters. There was an increase in planned training session, especially in providing theoretical knowledge in office management. Thus a have been created to the officers to render satisfactory service to the general public in the Head office as well as at regional officers.

6.1.1 Composition of staff

The Land Commissioner General's Department comprises of the Head office as well as 08 regional offices. The Land Commissioner General's services as the head of the Land Commissioner General's Department. There are five divisions in the head office, namely the Land division, Development division, Administration division and the Accounts division. Four Land commissioners are servicing as the head of these four divisions and the Accounts division is headed by the Chief Accountants. Considering the service requirements of the Land Commissioner General's Department, action was taken in 2014 through the Department of management services for the approval of two new posts namely Land Commissioner (Administration) and Land Commissioner (Legal). Services in the regional office, set up under the Inter - provincial irrigation system, are Assistant Land Commissioners.

Composition of Staff

Serial No.	Name of the approved post	Approved	Number of Officers in 2014	Number of Officers in 2013
01	Land Commissioner General	01	01	01
02	Land Commissioners	03	03	03
03	Land Commissioner (Legal)	01	01	00
04	Chief Accountant	01	01	01
05	Chief Internal Auditor	01	01	00
06	Deputy/Assistant Land Commissioner	30	25	17
07	Accountants	03	02	02
08	Surveyors	01	04	03
09	Legal Officers	09	00	01
10	Administrative officers	02	01	01
11	Colonization Officers	31	10	12

12	Senior superintendent of work	02	01	01
13	Translators	02	00	00
14	Social Scientist	01	01	01
15	Development Assistant	260	179	160
16	Superintendent of works	21	06	06
17	Colonization Officers	204	90	104
18	Draftsman	01	00	01
19	Management Assistant	160	120	120
20	Field Instructors	48	29	29
21	Information & Communication T.A	05	02	02
22	Record Keeper	01	01	01
23	Drivers	32	26	27
24	Motor Mechanic	01	01	00
25	Kaaryala Karrya Sahayaka	32	18	18
26	Office Laborers	15	15	15
27	Circuit Bungalow keepers	05	04	02
28	Circuit Bungalow laborers	05	05	05
29	Survey Assistants	27	12	15
30	Store Keepers	02	02	02
31	Watchers	16	15	00
	Total	923	575	549

Accordingly since the number of officers serving in some posts is less than the approved cadre, such posts are kept as vacant. As such, in the year 2014 vacancies existed in the posts of Assistant Land Commissioners, chief Internal Auditor, Surveyors, colonization officers, Development Assistant, Motor Mechanic, Circuit bungalow Laborers and watchers.

Meanwhile action was taken to recruit through open examination from to fill in the vacancies in some posts. Whilst 4 recruitment were made in year 2014, there was increase in the year 2014 and this number was 38. There were 9 staff officers, 13 management assistant one office laborer and 14 watchers in this manner.

6.1.2 Details of Transfers

In the year 2014, 27 officers who were saving in the Land Commissioner General's Department went on transfer and 17 officers came here on transfer.

Details of Officers Who went out and came in on transfer in the year 2014.

Posts	Number of Officers who came in on transfer	Number of Officers who went out on transfer
Assistant Land Commissioner	01	04
Accountant	01	01
Development Officer	03	03
Public Management Assistant	04	16
KaaryalaKaaryaSahayaka	02	01
Drivers	03	02
Total	17	27

6.1.3 Retirements

Few officers went on transfers during the year 2014. Details are below.

Details	Number of Officers went on retirements
Colonization Officers	03
Public Management Assistant	01
Total	04

Number of officers going on transfer and retirements, in relation to the recruitment made did not have any impact on the composition of staff and in the working of the establishment.

6.2 Matters pertaining to the establishment

In the year 2014, progress was seen in the affairs of the establishment in relation to the previous year, especially in the subject of recruitments, salary adjustments and approving of lands.

3.8 new recruitments were made in the year 2014 as compared to 4 in 2013.

There was two examination conducted for promotion in the year 2014. However no interviews were held.

Payment of annual salary to officers in the department showed an increase in the year 2014 in relation to the year 2013. Whilst 201 officers were paid their salary increments in the year 2013, such investments during the year 2014, there were two desertions Trans services, two reinstatements and one disciplinary inquire held. During the year review, there were no extension of service, neither interdiction took place.

6.2.1 Promotions

Statistical note – officers who were promoted in 2014

Designation of officers, promoted	Number of officers promoted
Deputy Land \commissioner	01
Colonization officer	01
Management Assistant	13
Total	15

6.2.2 Staff welfare

Approving loans to staff could be considered as an important texture in staff welfare. Loans approved are property and vehicle loans and who distress loans. However there were no applications for property and vehicle loans. But distress loans have been given to 151 officers. This is a increase over the postal year when 124 officers were given this loans in 2013.

Therefore, establishment matters like recruitment, salary adjustments, promotions, approving of loan etc saw an upward rise in the year 2014, in relation to the year 2013.

6.3 Development of Human Resources

Various training programmes are organized to develop the human resources potentiality of the officers, serving in the Land Commissioner General's Department. Overseas and local training courses are provided under the programme of work. Through such training programmes, knowledge, talents and the attitudes of the trainees are developed.

Accordingly, Rs. 2,500,000.00 was allocated in the budget Estimates for capability development and training programmes in the year 2014 and Rs. 2, 398, 679.00 has been spend out of the such allocation. The training programmes organized by this department during the year 2014 were as shown below

Training programmes concurred locally during the year 2014

Subject	Number of training programmes planned	Number of training programmes conducted	Number of officers trained
Training of officers by the Department	12	15	1220
Sending officers to training institutions	06	17	37
Sponcered by external training institutions	-	-	55
Total	18	32	1312

The primary attention of the Land Commissioner General's Department, in the year 2014, was to conduct training programmes, locally specially, since the subject of Land is a Technicala subject, and also since the main task of the Department is to ensure maximum utilization of the management of State Lands, Special attention was focused on providing training on Land related functions. Accordingly, 245 officers belong to the staff and non – staff gardes were given taining on matters related to Land. Two training programmes were organized for this purpose. 90 officers both in the staff and non – staff grades serving in this Department were offorded training through one such programmes. 155 field officers were trained to the other programme on Land problem arising in the field.

In the various training programmes given above both staff and non - staff grade officers participated.

Six officers in the staff grades and one officer from the Public Management Assistant Service have been provided with the post grades studies, in the year 2014.

Also training programmes were organized where the officers in the staff and non – staff grades participated the same time.

Training programmes where staff and non – staff officers participated

Subject Area	Number of Officers trained
Staff attitude Development	200
Office procedures, salary adjustment and Accounting	500
Matters relations to Land	155
Total	855

The above training programmes were organized, to enable actions to be taken to achieve the objectives of the Department more were to develop the productivity of the Department. Notably, through the training provided officers in office procedures, a base was created to provide satisfactory service to the General Public.

Also various training programmes were conducted regarding extended services in the year 2014.

Subject area	service of Island wide	Number of officers trained
Language training	Public management assistant	50
Creating awareness among new development officers	Development Assistant	87
Procurement Process	Public Development Assistant	01
Cash flow and management	Public Management Assistant Service	01
Total		139

New Development officers attached to the Department, were given training on matters pertaining to land, through the above training programmes. In order to develop the human resources in the Department, officers belonging to both staff and non – staff grades were given training in various ares, that are required to provide efficient service to the government public. Training was provided which would benefit even their public and private life. Thirty one officers in the Land Commissioners General’s Department and the ministry of Land and Land Development were trained five lightning.

It is a portable feature that, during the year 2014, more training programmes were conducted to train the officers in the Department. The Land Commissioner general’s department gave primary importance for training programmes conducted locally and no opportunities arose for overseas training.

Chapter 7 – Management of Physical Resources

7.1 Introduction

During the year 2014, while acquiring and purchasing of movable and immovable fixed assets were at a lower level, more provisions have been used, under Capital expenditure to purchase computer machine and Computer Printers being new infra structure facilities in parallel to the establishment of the State lands information Systems.

It is observed that not very much acceptable difference has taken place, pertaining to the fixed assets during the year from what was mentained at the beginning of the year 2014 and since auctioning and elimination of movable and immovable assets were very much low, it is very clear from the data available, that the Department has very efficiencly managed its physical resources.

7.2 Composition of physical resources and changes occurred and procurement eliminating goods.

The remaining balance of fixed assets as at the end of year 2014 was the same as in 2013, since there was neither new buildings constructed nor new buildings acquired. The number of movable assets has gone down from the previous balance and due to auction and eliminating in the year 2014, and the eliminating position of timber goods have gone up in quantity in relation to other movable assets. Infra structure facilities such as computers and computer accessories were purchased for the e - slims and Bim Saviya projects and therefore there is a certain increase in the existing balance for the year 2014, and the eliminating position of timber goods have gone up in quantity in relation to other motivated assets.

Immovable Property

Serial No	Category of the Asset	The status as at the beginning of the year	Changes occurred during the year				The Status as at the end of the year
			Acquisitions	Purchases	Auctions	Disposals	
01	Land (Acre)	87.8511	-	-	-	-	87.8511
02	Buildings	300	-	-	-	-	300
03	Constructions	-	-	-	-	-	-

Movable Property

Serial No.	Category of the Assets	Status as at the beginning of the year	Changes occurred during the				Status as at the end of the year
			Acquisitions	Purchases	Auctions	Disposals	
01	Cabs	17	07	-	02	-	22
02	Motor vehicles (Jeeps)	12	-	-	-	-	12
03	Van	01	-	-	-	-	01
04	Bicycles	10	-	-	-	-	10
05	Photocopy machines	16	-	01	01	-	16
06	Computers	77	-	26	-	-	103
07	Computer Printers	54	-	11	02	01	62
08	Fax Machines	14	-	-	-	-	14
09	Type Writers	52	-	-	02	-	50
10	Safes	05	-	-	-	-	05
11	Television Sets	10	-	-	-	-	10
12	Radio Sets	-	-	-	-	-	-
13	Refrigerators	07	-	-	-	-	07
14	Almyrahs (steel &	246	-	-	17	03	226
15	Tables (steel & wood)	474	-	-	06	04	464
16	Chairs	752	-	-	17	39	696
17	Shelves	232	-	-	-	04	228
18	Stand Fans	04	-	-	02	01	01
19	Roneo Machines	06	-	-	-	-	06
20	Electric Kettles	20	-	-	05	03	12
21	Filters	22	-	-	01	-	21
22	Rice Cookers	04	-	-	-	-	04
23	Gas Cookers	06	-	-	-	-	06
24	Air Conditioners	25	-	-	-	-	25
25	Electric Irons	07	-	-	01	-	06
26	Fire Extinguishers	16	-	-	-	-	16
27	Blenders	02	-	-	-	-	02
28	Calculators	160	-	-	06	05	149
29	Platform Weighing	10	-	-	-	-	10
30	Vacuum – Cleaners	04	-	-	-	-	04
31	Polishers	03	-	-	-	-	03
32	Lawn Mowers	01	-	-	-	01	-
33	Board Cutting Machines	02	-	-	-	-	02
34	Paper Cutting Machines	01	-	-	-	-	01
35	Computer Tables	78	-	-	01	-	77
36	Computer Chairs	96	-	-	09	-	87
37	Finger Print machines	02	-	-	-	-	02
38	Electric Drill Hammer	01	-	-	-	-	01
39	Multi meter	01	-	-	-	-	01
40	Rack for hand bills	01	-	-	-	-	01
41	Digital Camera	02	-	-	-	-	01
42	Laptop Computer	05	-	-	01	-	05
43	beds(Teak)	03	-	-	-	-	03
44	Maltimedia Projector	01	-	-	-	-	01
45	Pen drives	14	-	-	-	-	14
46	U.P.S.	41	-	-	04	-	37

47	Veranda Chairs	12	-	-	-	-	12
48	Dining Tables (Teak)	01	-	-	-	-	01
49	Dining Chairs	20	-	-	-	-	20
50	Grinders	02	-	-	-	-	02
51	Executive Chairs	22	-	-	-	-	22
52	Executive Tables	29	-	-	-	-	29
53	Sopa Set	01	-	-	-	-	01
54	Mid Back Chairs	52	-	-	-	-	52
55	Visitors Chairs	86	-	-	-	-	86
56	Lobby Chairs	20	-	-	-	-	20
57	Ironing Tables	01	-	-	-	-	01
58	Telivion Rack	01	-	-	-	-	01
59	Duplex Unit	01	-	-	-	-	01
60	Long Bench	19	-	-	-	-	19
61	Beds	23	-	-	-	-	22
62	Gas Cylinder	01	-	-	-	-	01
63	L.C.D. Monitor	02	-	-	-	-	02
64	Glass Teble	10	-	-	-	-	10
65	Mahogany Office	04	-	-	-	-	04
66	Low Back Chair	115	-	-	-	-	115
67	Wall Clock	02	-	-	-	-	02
68	Regulator	01	-	-	-	-	01
69	Senta Dining set	05	-	-	-	-	05
70	Leisure Chairs	04	-	-	01	-	03
71	Whit Board	01	-	-	-	-	01
72	Ladders	04	-	-	-	-	04
73	Ruters	01	-	-	-	-	01
74	Key baods	01	-	-	-	-	01
75	Boiler	01	-	-	01	-	-
76	Plate track	01	-	-	-	-	01
77	Plastic chires	70	-	-	-	-	70
78	Scanner	02	-	-	-	-	02
79	Library Almirahs	02	-	-	-	-	02
80	B 1 Cutter	01	-	-	-	-	01
81	Dining table	02	-	-	-	-	02
82	Iron cupboard	02	-	-	-	-	02
83	Rechargeable Torch	02	-	-	-	-	02
84	Book rack	02	-	-	-	-	02
85	Lobby stool	01	-	-	-	-	01
86	Washing machine	01	-	-	-	-	01
87	Cupboard	05	-	-	-	-	05
88	Towel rack	02	-	-	-	-	02
89	Timber drawing chairs	12	-	-	-	-	12
90	Mattress	04	-	-	-	-	04
91	Filling cabinets	38	-	-	-	-	38
92	Pen drive 5GB	07	-	-	-	-	07
93	TV antenna	-	-	01	-	-	01

7.3 Management of Stores

Stores management and inspection of materials in the stores are done by maintaining an annual stock register. The Land Commissioner General's Department has successfully performed functions relating to this matter at the Head Office and the regional Office levels.

Stores Surveys

Serial No.	Office	No.of officers Surveyed
01	Head Office	01
02	World Food Stores Complex , Ratmalana	01
03	Meepilimana Circuit Bungalow	01
04	Deputy Land Commissioner's Office at Anuradhapura	01
05	Circuit Bungalow, Anuradhapura	01
06	Sub Office, Anuradhapura	32
07	Deputy Land Commissioner's office at Polonnaruwa	01
08	Circuit Bungalow, Polonnaruwa	01
09	Sub Office, Polonnaruwa	11
10	Deputy Land Commissioner's Office at Trincomalee	01
11	Sub Office, Trincomalee	08
12	Assistant Land Commissioner's Office at Kantale	01
13	Circuit Bungalow at Kantale	01
14	Sub Office, Kantale	06
15	Deputy Land Commissioner's office at Debarawewa	01
16	Circuit Bungalow at Kataragama	01
17	Circuit Bungalow at Hambantota	01
18	Sub Office, Debarawewa	05
19	Deputy Land Commissioner's Office at Mahiyanganaya	01
20	Circuit Bungalow at Mahiyanganaya	01
21	Sub Office, Mahiyanganaya	15
22	Deputy Land Commissioner's Office at Ampara	01
23	Circuit Bungalow Ampara (Uhana)	01
24	Sub Office, Ampara	16
25	Assistant Land Commissioner's Office at Monaragala	01
26	Circuit Bungalow at Monaragala	01
27	Sub Office, Monaragala	04
	Total	116

8. Financial Management

8.1 Introduction

Financial Management of the Land Commissioner General's Department is performed under various sections such as expenditure, generating revenue, preparation of estimates, management of physical resources, survey of stores, and matters relating to audit.

8.2 Budget Management

Whilst, the main function of Budget Management, is to procure funds for the general administration of the Department, for the implementation of the inter- provincial land development projects, which comes under the development programme of work of the Department, it utilizes provisions for various programmes being implemented by the Department and specially in the year 2013 for the new building that was being constructed.

Accordingly, the main functions being performed are shown below

1. Preparing Ranbima Grants
2. Holding of Land Kachcheries and Mobile Services
3. Rehabilitation of Official Quarters, Circuit Bungalows, and official buildings owned by the Department.
4. Accomplishment of the physical resources
5. Training of staff and capacity development

Comparative information with reference to the previous year, regarding utilization of provisions for the above mentioned details are shown in the table below

Budget Management

855-40-01	2013				2014			
	Provision (Rs.)	Expenditure (Rs.)	Balance (Rs.)	% of expenditure	Provision (Rs.)	Expenditure (Rs.)	Balance (Rs.)	% of expenditure
Project 01								
Personal Emolument	156,000,000	155,384,206	615,794	99.61	194,150,000	192,944,685	1,205,315	99.38
Other Recurrent	50,130,000	47,654,282	2,475,718	95.06	54,450,000	52,073,191	2,376,308	95.63
Capital	51,600,000	50,014,138	1,585,862	96.93	89,100,000	87,126,871	1,973,129	97.79
2001	28,000,000	27,581,635	418,365	98.51	48,500,000	48,440,562	59,438	99.88
2002	900,000	792,3114	107,686	88.03	900,000	891,162	8,838	99.02
2003	4,500,000	4,470,030	29,970	99.33	5,000,000	4,980,419	49,581	99.61
2102	5,000,000	4,978,216	21,784	99.56	3,000,000	2,999,350	650	99.98
2104	1,000,000	983,007	16,993	98.30	1,000,000	926,630	73,370	92.66
2105-1	1,200,000	1,142,144	57,856	95.18	1,200,000	1,174,563	25,437	97.88
2105-2	4,000,000	3,416,129	583,871	85.40	4,000,000	3,994,287	5,713	99.86
2105-3	-	-	-	-	3,000,000	1,432,830	1,567,190	47.76
2401	2,000,000	1,918,596	81,404	95.93	2,500,000	2,398,679	101,321	95.95
2502-1	5,000,000	4,732,067	267,933	94.64	-	-	-	-
2502-2	-	-	-	-	20,000,000	19,888,389	111,611	99.44
Total	257,730,000	253,052,626	4,677,374	98.19	337,700,000	332,144,747	5,555,253	99.35

Recurrent expenditure has increased in the year 2014 relating to the year 2013 and the main resources for this year have increased in payments of personal emoluments, in keeping with the increase in cadre.

Capital expenditure has gone up, when compared with the previous year, since an information system regarding state lands has been established and 2 new expenditure heads (2502- 1 and 2105 - 3) for the conservation of State land have been combined and this was the reason for the capital expenditure section to go up. Also, the expenditure head for light land development which was with the expenditure head of the capital expenditure section in the previous years has been removed from the capital expenditure for the year 2014. Other expenditure heads have remained the same and when compared with the previous years, there is a slight percentage of moving upwards in the receipt for capital expenditure and utilizing the provisions for expenditure. This Department has succeeded in keeping the capital expenditure within its provisions limits, through the efficient management of its physical resources.

8.3 Public Officers Advance ‘B’ account.

Providing financial facilities for advances and loans to the staff in the Department is complied with through this account and applications for advance and loans, as mentioned below, received during the year 2014 have been duly complied with –

Public Officers Advance ‘B’ account

Serial no.	Category of loan	Number of applied	Number of allowed	Amount (Rs.)
01	Special loan advance	140	140	350, 000.00
02	Festival Advance	400	400	2, 000, 000.00
03	Distress loan	143	116	11, 593,545.13
04	Cycle loan	-	-	-
Total		683	656	13, 943,545.13

Complying with the land down limits, the manner of operating this advance account, in comparison with the previous year is shown in the table below -

Public Officers Advance ‘B’ account

limits	2013			Total B+C	2014			Total B+C
	Estimate A	Actual			Estimate A	Actual		
		having Impact on estimate -B	Not having Impact on estimate - C			having Impact on estimate -B	Not having Impact on estimate - C	
Maximum expenditure limits	19,000,000.00	13,657,950.46	4,753,234.74	18,411,185.20	14,000,000.00	13,943,545.15	3,442,456.06	17,386,001.21
Minimum credit limit	11,000,000.00	14,586,513.79	5,943,083.58	20,529,597.37	12,000,000.00	12,049,330.99	3,432,773.00	15,482,103.99
Maximum debit balance limit	85,000,000.00	51,517,005.97	1,075,030.84	50,441,975.13	70,000,000.00	52,551,660.33	0.0	52,551,660.33

There was an unsettled loan balance of Rs. 715,033.35, as the loan balance in advance B account as at 2014-01-01 and it was possible to settle Rs. 239,325.00 against the loan balance through actions taken as per public Administration curricular no: 369 dated 18th October 1999. Further actions are being taken to recover the remaining loan balance.

Also, undermentioned actions are being taken at present by us, to avoid above problem from taking place again:-

- i. When an officer is going on transfer to another institution, informing the manner of settling the loan balance, along with the salary particulars.
- ii. If the loan balance is not settled within 03 months by that institution, informing again by letter.
- iii. Even after reminding from time, if the loan balance still remains unsettled, informing the relevant institution and debiting the loan balance to the Department concerned by transfer memo.
- iv. In the case of an officer going on retirement, if the necessary provision to settle the loan balance is not made available by the Department of Pension furnishing the necessary information to the Department of Pension and taking action to obtain the necessary provision.

8.4 Matters relating to Auditing

Matters relating to auditing at the Land Commissioner General's Department are carried out annually by the Government Auditor General's Department and the Department's Internal Audit Section. Details of auditing functions performed by the Internal Audit Section and the Government Auditor General's Department are shown respectively, below.

Internal Auditing

	2013	2014
Number of Audit Inspection done	09	09
Number of Audit Queries replied ,during the year	08	08

Auditing done by Auditor General's Department.

	2013	2014
Number of Audit Inspections done	05	11
Number of Audit Queries replied ,during the year	05	11

When the auditing work is being carried out of the Land commissioner General Department replies have been only given to the external audit inspection end of the Government audit inspection

According to the External Auditing plan, 17 internal audit inspections were planned and was able to carry out internal audit inspection at the end of the year 2014.