



Office of the Cabinet of Ministers

Performance Report

2015

Republic Building, Sir Baron Jayathilaka Mawatha, Colombo – 01

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Office of the Cabinet of Ministers



“Being the most reliable Government agency assisting the Executive in directing the Administration of the Republic”

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OFFICE OF THE CABINET OF MINISTERS

PERFORMANCE REPORT - 2015

1. INTRODUCTION

1.1 Vision

Being the most reliable Government agency assisting the Executive in directing the Administration of the Republic.

1.2 Mission

Assisting efficiently in the decision making process of the Cabinet of Ministers in fulfilling duties pertaining to the direction and control of the Government of the Republic, vested with the Cabinet of Ministers in terms of Article 42(1) of the Constitution.

1.3 Objectives

Providing optimum support to the Cabinet of Ministers and the Cabinet Sub-Committees in making the most appropriate decisions in the national interest, with a proper understanding of the policies and the legal implications in regard to the proposals submitted through Cabinet Memoranda and on other important matters brought to the notice of the Cabinet of Ministers.

1.4 Activities

- (i) Issuing instructions to Ministries on the preparation of Cabinet Memoranda from time to time and providing the Secretaries to the Ministries and Senior Officials, with the necessary guidance and clarifications in that regard.
- (ii) Conducting in-depth studies relating to the legal and the policy aspects of Cabinet Memoranda received and making submissions to the Cabinet of Ministers and Cabinet Sub-Committees, to facilitate coherent and proper decision making on such Memoranda, taking into consideration all matters concerned in the discharge of functions vested with the Cabinet of Ministers in regard to policy formulation, direction and control of the Government of the Republic.
- (iii) Referring Cabinet Memoranda to the relevant Ministers for their observations.

- (iv) Listing Cabinet Memoranda after perusal, on the Agenda for the Meeting of the Cabinet of Ministers.
- (v) Providing all support services necessary for the Meetings of the Cabinet of Ministers and Cabinet Sub-Committees.
- (vi) Presenting Cabinet Memoranda together with the relevant observations to the Cabinet of Ministers and the Cabinet Sub-Committees for consideration.
- (vii) Preparation of decisions of the Meetings of the Cabinet and the Cabinet Sub-Committees in all three languages (Sinhala/Tamil and English) (the English version is prepared first for easy preparation of the Sinhala and Tamil versions) and conveying the Minutes of the Meetings including such decisions to the Hon. Ministers, Secretaries to the relevant Ministries and other authorities concerned, providing the necessary information to facilitate action to be taken by the Ministry which originated the Cabinet Memorandum as well as by other institutions involved in the implementation of the proposals in the Memorandum.
- (viii) Follow up action regarding the implementation of important Cabinet decisions which require special attention.
- (ix) Providing necessary information to the Attorney General for submissions in Courts on legal action instituted citing the Cabinet of Ministers as respondents against the decisions taken by the Cabinet or in any other manner.
- (x) Attending to any other matters on the directives of His Excellency the President or the Cabinet of Ministers.

2. OFFICE OF THE CABINET OF MINISTERS AND ITS FUNCTIONS

Office of the Cabinet of Ministers has been established to provide support services to the Cabinet of Ministers in the exercise of powers vested in the Cabinet of Ministers under the Constitution to direct and control the Government of the Republic.

The Secretary to the Cabinet of Ministers appointed by His Excellency the President in terms of Article 50(1) as amended by the Nineteenth Amendment to the Constitution, functions as the Head of the Office of the Cabinet of Ministers.

The responsibility of this office is to assist the Secretary to the Cabinet of Ministers in discharging the functions and duties entrusted to him by His Excellency the President or the Cabinet of Ministers, under the direction of His Excellency the President.

Accordingly, the functions of the Office of the Cabinet of Ministers can be classified as follows:

2.1 Functions pertaining to the Meetings of the Cabinet of Ministers:

2.1.1 Cabinet Memoranda, Reports of the Cabinet Sub-Committees, Annual Performance Reports of Ministries and Departments as well as Annual Reports and Accounts of State Corporations and Statutory Boards sent to this Office by the respective Ministries to be submitted to the Cabinet of Ministers, are accepted by this Office, after perusal as to whether they have been submitted in keeping with the stipulated guidelines and with the instructions issued for the purpose by the Office of the Cabinet of Ministers.

2.2.2 Each Cabinet Memorandum so received is allocated an identification number and is registered in the Office of the Cabinet of Ministers under that number. The registered Cabinet Memoranda are then referred to the relevant Hon. Ministers for their observations.

2.2.3 Normally, the Agenda for the next weekly Meeting of the Cabinet of Ministers is finalized by Wednesday and the Agenda along with the Draft Minutes of the Cabinet Meeting held in the previous week and the Bundle of Cabinet Memoranda are delivered to the Hon. Ministers on Friday or earlier.

2.2.4 After submission of the Memoranda scheduled to be taken up at the next Meeting to the Hon. Ministers, a Supplementary Agenda, containing Memoranda which are considered urgent under exceptional circumstances, from among those forwarded to the Cabinet Office by

the respective Ministries and to be taken up immediately by the Cabinet of Ministers, on the direction of His Excellency the President, is prepared and submitted to the Cabinet of Ministers at the time of the Cabinet Meeting.

- 2.2.5 Cabinet Memoranda on urgent matters and under special circumstances are tabled by the relevant Hon. Minister in charge of a subject, with the permission of His Excellency the President, during the Cabinet Meeting.
- 2.2.6 Conducting in-depth studies relating to the legal and policy implications of Cabinet Memoranda received and making submissions to the Cabinet of Ministers and Cabinet Sub-Committees to facilitate coherent and proper decision making on such Memoranda, are done by the Secretary to the Cabinet and assisting him in that regard, is one of the important functions of the Office of the Cabinet of Ministers.
- 2.2.7 After each Cabinet Meeting, a Report containing Cabinet Decisions of public importance is prepared at Cabinet Office on the same day itself and is immediately sent to the Hon. Ministers who function as the Cabinet Co-Spokesmen, to be released to the media. (However, some Cabinet decisions which should only be implemented after being confirmed at the next Cabinet Meeting and certain Cabinet decisions which may possibly be amended at that meeting are not included in this Report).
- 2.2.8 The draft Cabinet decisions pertaining to matters on which urgent action has to be taken are identified by the Cabinet Office and are sent expeditiously by Fax to the relevant Ministries.
- 2.2.9 The preparation of Minutes of the Meeting of the Cabinet of Ministers incorporating all decisions taken at the Cabinet Meeting commences in the night of the Cabinet Meeting day itself and the Minutes are finalized in all three languages (the English version is prepared first to prevent the Tamil translation being delayed) and hand-delivered to the Hon. Ministers on the following Friday or before, together with the Agenda of the next Cabinet Meeting and the relevant Memoranda.
- 2.2.10 Decisions of the previous Cabinet Meeting, after confirmation by the Cabinet of Ministers at the following Meeting, are prepared by the Cabinet Office in all three languages and are sent to the relevant Ministries and other State Institutions responsible for the implementation of such decisions.

2.2 Functions pertaining to the Cabinet Sub-Committees:

Cabinet Sub-Committees comprising of Hon. Ministers on relevant subject areas have been established by Cabinet decisions, to examine the proposals in Cabinet Memoranda or at times joint Memoranda submitted by the Hon. Ministers, for in-depth studies, in the first instance, with the assistance of Senior Public Officials co-opted for the purpose and to submit their recommendations to the Cabinet. Co-ordination of activities of such Cabinet Sub-committees and attending to the activities of the Cabinet Sub-Committee on Establishment Matters in particular, are functions entrusted to the Office of the Cabinet of Ministers.

2.3 Functions pertaining to Officials' Committees appointed by the Cabinet of Ministers to study and make recommendations on various subjects:

Coordination with the Officials' Committees appointed to conduct further studies and make recommendations on Cabinet Memoranda submitted to the Cabinet and submission of such reports on the due dates, to the Cabinet, for consideration, is a responsibility entrusted to the Cabinet Office.

2.4 Special Duties entrusted by His Excellency the President or the Cabinet of Ministers:

Special duties are entrusted to the Secretary to the Cabinet of Ministers by His Excellency the President and the Cabinet of Ministers from time to time and assisting the Secretary to the Cabinet in the discharge of such functions and responsibilities expeditiously, is also a function assigned to the Cabinet Office.

2.5 Issuance of Guidelines relating to the preparation of Cabinet Memoranda and various Reports to be submitted to the Cabinet of Ministers:

Issuance of Guidelines and instructions, from time to time, relating to the preparation and submission of Cabinet Memoranda is one of the responsibilities of the Office of the Cabinet of Ministers.

2.6 Follow up action pertaining to the implementation of important Cabinet Decisions:

With the view to ensuring the timely implementation of decisions of exceptional importance taken by the Cabinet of Ministers based on the

Memoranda submitted by Ministries, as stipulated in such decisions and to draw the attention of the Cabinet of Ministers on any issues that may arise in the implementation of such decisions, follow up action is taken by the Cabinet Office on the implementation of Cabinet decisions.

2.7 Close coordination with Ministries and other State Institutions:

Office of the Cabinet of Ministers maintains close coordination with the Presidential Secretariat, the Ministry of Finance and with all other Ministries and State Institutions as well as with the Public Service Commission, the then National Pay Commission and the Attorney General's Department on matters pertaining to the functions of the Cabinet of Ministers.

3. DIVISIONS OF THE CABINET OFFICE AND FUNCTIONS ENTRUSTED TO THOSE DIVISIONS

For the smooth functioning of its tasks, several divisions as indicated below have been established in the Cabinet office and specific duties are assigned to each division in order to accomplish its functions in a more effective and efficient manner.

3.1 Memoranda Unit:

The following functions are assigned to this Unit:

- (i) Registering of Cabinet Memoranda received from various Ministries under the relevant number allocated to each Ministry, after an initial perusal of such Memoranda.
- (ii) Referring of registered Cabinet Memoranda/Notes to the Cabinet to the Hon. Ministers to whom the proposals therein would be directly relevant, after a preliminary study and prior to being included in the Agenda.
- (iii) Preparation of the Agenda and Supplementary Agenda of the Meetings of the Cabinet of Ministers and the Cabinet Sub-Committees on the advice and guidance of the Secretary to the Cabinet of Ministers.
- (iv) Preparation of a set of files, each containing copies of Cabinet Memoranda listed in the Agenda for the next Cabinet Meeting, along with the report containing the draft Minutes of the previous Meetings and the Agenda in all three languages for easy perusal of the Hon. Ministers.
- (v) Delivery of the File of Documents prepared as above, containing the agenda and the relevant Cabinet Memoranda and the draft Minutes of the previous Meeting to H.E. the President, Hon. Prime Minister, and Hon. Ministers who are members of the Cabinet.
- (vi) Assisting the Secretary to the Cabinet for issuance of letters of appointment to Heads of Departments appointed by the Cabinet.
- (vii) Hand delivery of the confirmed Cabinet decisions to the Secretaries of the respective Ministries and other relevant authorities.

3.2 Minutes Preparation and Translation Unit

This Unit contributes to the preparation of the Minutes of the Cabinet Meetings containing the decisions taken at those Cabinet Meetings in all three languages, which is considered as the final accomplishment of the Cabinet Office. In this connection, the officers of this Unit discharge their duties under the direct and close supervision of the Secretary to the Cabinet and the Additional Secretaries of the Cabinet Office.

3.3 Computer Unit

This Unit performs the following functions:

- i. Computerization of the Minutes of the Meetings of the Cabinet of Ministers and the Sub-Committees and other Reports and Documents submitted to the Cabinet of Ministers and the Sub-Committees, in all three languages.
- ii. Cabinet decisions and other relevant information which are of public interest are uploaded to the official website of the Cabinet Office by this Unit.
- iii. Maintaining summaries of previous Cabinet decisions and data files as soft copies for internal use.

3.4 Establishments and Logistics Unit:

The Establishments and Logistics Unit functions as the unit which provides all ancillary services and facilities for the efficient and systematic functioning of the Cabinet Office.

This Unit is entrusted with the following functions:

- i. duties related to daily mail;
- ii. maintenance and operational functions of the office;
- iii. delivery of mails to Ministries, Departments and other Institutions;
- iv. all establishment and administrative matters relating to personal files of officers of the staff;
- v. procurement relating to the supply of goods and services required for the office;
- vi. provision of transport facilities, messenger and welfare services;
- vii. assignment of officers for training purposes;

3.5 Accounts Unit

This Unit is assigned with the following functions:

- i. operation and reporting of all the accounts activities of the office;
- ii. maintenance of Bank Accounts and obtaining the necessary imprest for the office;
- iii. submission of Reports called for by the General Treasury;
- iv. payment of salaries and allowances to the staff and matters incidental thereto;
- v. assisting the Secretary in the preparation of Budget estimates;
- vi. matters related to procurement of Consumer goods and Capital Assets;
- vii. submission of preliminary information pertaining to audit queries, to the Secretary to the Cabinet.

4. PERFORMANCE OF THE OFFICE OF THE CABINET OF MINISTERS DURING THE YEAR 2015

4.1 Functions relating to the Meetings of the Cabinet of Ministers:

4.1.1 Under the two Governments formed in the year 2015, 44 Cabinet Meetings including 05 special Cabinet meetings were held. Out of this, 28 Meetings were held after the Presidential Election of 8th January 2015 and 16 Meetings under the new Government formed after the Parliamentary General Elections held on 17th August 2015. 2038 Cabinet Memoranda were submitted by various Ministries during the year 2015 seeking Cabinet decisions. The number of Cabinet Memoranda submitted during the year 2015 by Ministries which functioned from 2015-01-08 to 2015-08-17 and the Ministries that came into operation from September 2015 are given in Annex 1 (a) and 1 (b). The list of names of the Ministers who functioned as members of the Cabinet under the two Governments formed in the year 2015 are given in Annex II (a) and II (b).

4.1.2 Action was taken to get observations on these Memoranda from the relevant Ministries and in order to furnish the necessary information to the Cabinet of Ministers, the Secretary to the Cabinet and his senior officials made in-depth studies regarding the legal implications and the policy background pertaining to the proposals in the relevant Cabinet Memoranda.

4.1.3 The Reports containing the decisions made in regard to the Cabinet Memoranda taken up for discussion at the Cabinet meeting prepared in tri languages were sent to Hon. Ministers and to the Secretaries of Ministries who were responsible for the implementation of such decisions and other relevant Institutions.

Table - 1 : A summary of a classification prepared in keeping with the purpose for which each Cabinet Memorandum had been submitted in the year 2015.

Category	No. of Papers
Policy Matters	1120
Matters pertaining to preparation of legislation	80
Establishment Matters to be attended by the Cabinet of Ministers as per the provisions of the Constitution.	601
Procurement Matters	116
Annual Reports	121
Total	2038

The Cabinet Memoranda received after 5th of August 2015 when the Cabinet Meeting was last held before the Parliamentary General Elections of 17th of August 2015 were sent back to enable such Memoranda to be submitted once again at the discretion of the relevant Ministers of the new Cabinet or for a suitable decision in that regard.

4.2 Matters related to the Cabinet Sub-Committees:

The following Cabinet Sub-Committees were appointed by the Cabinet to make appropriate recommendations regarding specific fields and matters, to facilitate the decision making process of the Cabinet.

- (a) Cabinet Sub-Committee on National Policy
- (b) Cabinet Sub-Committee on Economic Affairs
- (c) Cabinet Sub-Committee on Establishment Matters
- (d) Cabinet Sub-Committee on Constitutional Matters
- (e) Cabinet Sub-Committee on Procurement Matters
- (f) Cabinet Sub-Committee on Cost of Living
- (g) Cabinet Sub-Committee on Education

(a) Cabinet Sub-Committee on National Policy

This Sub-Committee was entrusted with the following functions.

- (i) advising the Cabinet of Ministers on matters pertaining to the national policy of the Government;
- (ii) ensuring that the proposals submitted in the Cabinet Memoranda are in conformity with the national policy and are submitted in accordance with the priorities identified in the Government Development Programme;
- (iii) preparation of a coordination mechanism to ensure that the Provincial Councils act in conformity with the national policies when executing their authority.

The constitution of the Sub-Committee was as follows:

- * H.E. the President (Chairman)
- * Hon. Prime Minister
- * Hon. Minister of Foreign Affairs
- * Hon. Minister of Finance
- * Hon. Minister of Power and Energy

- * Hon. Minister of Health and Indigenous Medicine
- * Hon. Minister of Highways, Higher Education and Investment Promotion
- * Hon. Minister of Justice and Labour Relations

The Sub-Committee could invite the Hon. Minister in-charge of the subject to participate in the discussion when a subject coming under the purview of such Minister is taken up for discussion.

It was also decided to identify the following senior officials to assist the Sub-Committee.

- * A group of officials from the Senior Consultants of H.E. the President, Senior Consultants of the Hon. Prime Minister and from Secretaries to the Ministries would be identified by the Cabinet Sub-Committee, to assist the said Committee. The Secretary to the Ministry of Policy Planning, Economic Affairs, Child, Youth and Cultural Affairs or an Additional Secretary nominated by him will function as the Secretary/ Convenor of the Sub-Committee.

(b) Cabinet Sub-Committee on Economic Affairs

Until the Cabinet Committee on Economic Management was established as per the Cabinet decision of 2015-09-22, the above Sub-Committee functioned and it was entrusted with the following functions.

- (i) examining matters pertaining to economic affairs, financial policies and public finance in the Cabinet Memoranda and submission of recommendations to the Cabinet of Ministers ;
- (ii) providing guidance in the preparation of the National Investment Programme and the Public Investment Programme and facilitation of investment by the Private Sector;
- (iii) making recommendations regarding proposals with economic and financial implications;
- (iv) monitoring the implementation of various statutes directly affecting the country's investment / economic development.

The constitution of the Sub-Committee:

- * Hon. Prime Minister - (Chairman)
- * Hon. Minister of Finance
- * Hon. Minister of Power and Energy
- * Hon. Minister of Highways, Higher Education and Investment Promotion

the following senior officials were appointed by the Cabinet to assist the Sub-Committee.

- * Advisor to the Minister of National Policies and Economic Affairs;
- * Senior Advisor to the Hon. Prime Minister;
- * Secretary to the Cabinet;
- * Secretary to the Ministry of Finance;
- * Secretary to the Ministry of National Policies and Economic Affairs;
- * An Additional Secretary of the Prime Minister's Office

It was also decided that the Secretary to the Prime Minister or a Senior Officer nominated by him should function as the Secretary/Convenor of this Sub-Committee and that the Committee could co-opt the services of any official/expert in the relevant field, deemed necessary for its deliberations.

The Cabinet, at its Cabinet Meeting held on 2015-09-22, appointed the Cabinet Sub-Committee on Economic Management in place of the Sub-Committee on Economic Affairs.

Accordingly, the following Ministers were appointed as members of the Cabinet Committee to make appropriate recommendations relevant to the matters concerning Economic Management.

- * Hon. Ranil Wickremasinghe,
Prime Minister and
Minister of National Policies and Economic Affairs - (Chairman);
- * Hon. Nimal Siripala de Silva,
Minister of Transport and Civil Aviation;
- * Hon. Rauff Hakeem,
Minister of City Planning and Water Supply;
- * Hon. Anura Priyadharshana Yapa,
Minister of Disaster Management;

- * Hon. Ravi Karunanayake,
Minister of Finance;
- * Hon. Patali Champika Ranawaka,
Minister of Megapolis and Western Development;
- * Hon. Kabir Hashim,
Minister of Public Enterprise Development;
- * Hon. Arjuna Ranatunga,
Minister of Ports and Shipping;
- * Hon. Sagala Ratnayaka,
Minister of Law & Order and Southern Development; and
- * Hon. Malik Samarawickrama,
Minister of Development Strategies and International Trade.

(c) Cabinet Sub-Committee on Establishment Matters

- (i) In terms of the Constitution, the Cabinet of Ministers is vested with the following powers:
- * dealing with all policy matters relating to appointment promotion, transfer, disciplinary control and dismissal of public officers [paragraph (1) of Article 55 of the Constitution];
 - * The appointment, promotion, transfer, disciplinary control and dismissal of Heads of Departments [paragraph (2) of Article 55 of the Constitution];

The function of the Cabinet Sub-Committee on Establishment Matters, is to make in-depth studies on Cabinet Memoranda submitted by the Ministries and make recommendations to facilitate the Cabinet of Ministers to arrive at the most appropriate decisions on Establishment Matters.

- (ii) In addition, in the year 2015, the Cabinet Sub-Committee on Establishment Matters was entrusted with the function of examining the Annual Administration/Performance Reports of

Ministries, Departments, Public Enterprises and Statutory Boards to be tabled in Parliament and making relevant recommendations.

(iii) The Cabinet Sub-Committee on Establishment Matters comprised of the following Ministers prior to 17th of August in the year 2015.

- * Hon. KaruJayasuriya,
Minister of Public Administration, Local Government and Democratic Governance - (Chairman);
- * Hon. Ravi Karunanayake,
Minister of Finance;
- * Hon. (Dr.) RajithaSenaratne,
Minister of Health and Indigenous Medicine;
- * Hon. (Dr.) Wijayadasa Rajapaksa
Minister of Justice and Labour Relations;
- * Hon. AkilaVirajKariyawasa,
Minister of Education.

The Cabinet Sub-Committee on Establishment Matters of the new Government formed after the Parliamentary General Elections of 17th August 2015 comprised of the following Ministers.

- * Hon. (Dr.) Wijayadasa Rajapaksa
Minister of Buddha Sasana and Minister of Justice - (Chairman);
- * Hon. AnuraPriyadharshanaYapa,
Minister of Disaster Management;
- * Hon. (Dr.) RajithaSenaratne,
Minister of Health, Nutrition and Indigenous Medicine;
- * Hon. Ravi Karunanayake
Minister of Finance;
- * Hon. RanjithMaddumaBandara
Minister of Public Administration and Management;
- * Hon. (Mrs.) ThalathaAthukorala
Minister of Foreign Employment;
- * Hon. AkilaVirajKariyawasam,
Minister of Education.

- (iv) Immediately after the receipt of the Memoranda to the Cabinet Office regarding the appointment of Heads of Department, Reports were called from the Appointing Authority and the Administrative Authority of the service to which the officers belong as to whether disciplinary action has either been taken or contemplated against them, which was considered as a criterion in the appointment of a Head of Department.
- (v) 601 Cabinet Memoranda pertaining to the purview of the Cabinet Sub-Committee had been submitted by various Ministries during the year 2015 and 24 Meetings of the Cabinet Sub-Committee on Establishment Matters were held to deliberate on those Memoranda. Action had been taken to submit the recommendations of the Cabinet Sub-Committee to the Cabinet.

A Committee comprising of the following officials had rendered their assistance for this purpose to the Cabinet Sub-Committee and 24 Meetings of the Officials' Committee were held at the Cabinet Office during the relevant year;

- i. Secretary to the Cabinet of Ministers;
- ii. Secretary/Additional Secretary, Ministry of Public Administration and Management (* Ministry of Public Administration, Local Government and Democratic Governance prior to 2015-08-17)
- iii. Deputy Secretary to the Treasury;
- iv. Director General of Establishments;
- v. Director General of Combined Services;
- vi. Director General of Management Services;
- vii. Officials of relevant Ministries on invitation (as found necessary); and
- viii. Additional Secretary of the Cabinet Office and other relevant officers.

Where necessary, action has also been taken to get the recommendations of the National Pay Commission. The Cabinet having considered the recommendations submitted by the Cabinet Sub-Committee, has given its decisions with regard to the aforesaid 601 Cabinet Memoranda and the Cabinet Office has conveyed these decisions to the relevant Secretaries to the Ministries and other Institutions for implementation. The Cabinet of Ministers, during the year 2015 had made decisions with regard to the appointment of 53 Heads of Departments and the letters of appointment were issued by the Secretary to the Cabinet.

(b) The Cabinet Sub-Committee on Legislation

The Cabinet at its Meeting held on 2015-02-18 appointed a Cabinet Sub-Committee comprising of the following Ministers to make an in-depth study on Memoranda containing draft Bills for enacting new legislation or to amend an existing legislation or a draft Bill to be presented in Parliament for approval, and submit its recommendations to the Cabinet of Ministers.

- * Hon. (Dr.) Wijayadasa Rajapaksa
Minister of Justice and Labour Relations - (Chairman);
- * Hon. Mangala Samaraweera,
Minister of Foreign Affairs;
- * Hon. Lakshman Kiriella,
Minister of Plantation Industries; and
- * Hon. Rauff Hakeem,
Minister of Urban Development, Water Supply and Drainage.

The Cabinet Sub-Committee on Legislation of the new Government formed after the Parliamentary General Elections of 17th August 2015 comprised of the following Ministers.

- * Hon. (Dr.) Wijayadasa Rajapaksa
Minister of Justice - (Chairman);
- * Hon. Mangala Samaraweera,
Minister of Foreign Affairs;
- * Hon. Anura Priyadharshana Yapa,
Minister of Disaster Management;
- * Hon. Susil Premajayantha,
Minister of Science, Technology and Research;
- * Hon. Thilak Marapana,
Minister of Law & Order and Prison Reforms;
(Until 09th November of 2015) and
- * Hon. Navin Dissanayake,
Minister of Plantation Industries.

An Officials' Committee to assist the said Sub-Committee, consisting of the Secretary, Ministry of Justice and representatives of the relevant Ministries was also appointed by the Cabinet.

During the course of year 2015, 40 Cabinet Memoranda had been referred to the Cabinet Sub-Committee on Legislation. Thereafter, the relevant recommendations were submitted to the Cabinet of Ministers and the relevant decisions were conveyed to the relevant Secretaries to the Ministries for implementation.

(c) The Cabinet Sub-Committee on Procurement Matters

This Sub-Committee was entrusted to ensure that decisions on procurement matters are taken adhering to the best practices in Public Finance Management and in a transparent manner so that needless expenditure is avoided and public confidence restored on the Government Procurement Process. The constitution of the Sub-Committee was as follows;

- * Hon. Minister of Public Administration, Provincial Councils, Local Government and Democratic Governance - (Chairman);
- * Hon. Minister of Plantation Industries;
- * Hon. Minister of Finance; and
- * Hon. Minister of Power and Energy.

The following senior officials were appointed to assist this Sub-Committee.

- * Secretary to the President or a representative nominated by him;
- * Secretary to the Prime Minister or a representative nominated by him;
- * Secretary to the Cabinet or a representative nominated by him;
- * Secretary to the Treasury or a representative nominated by him;
- * Director General of National Budget; and
- * Director General of Public Finance.

It was decided that the Secretary to the Treasury or a Deputy Secretary to the Treasury should function as the Secretary/Convenor of this Cabinet Sub-Committee and that the Committee could co-opt the services of any official/expert in the relevant field deemed necessary for its deliberations.

(d) **Cabinet Sub-Committee on Cost of Living**

The above Sub-Committee comprising of the following Ministers was appointed by the Cabinet at its meeting held on 2015-09-22 to make recommendations to the Cabinet on matters relevant to Cost of Living.

- * Hon. Malik Samarawickrama,
Minister of Development Strategies and International Trade -
(Chairman);
- * Hon. W.D.J.Seneviratne,
Minister of Labour and Trade Union Relations;
- * Hon. Ravi Karunanayake,
Minister of Finance;
- * Hon. P. Harison,
Minister of Rural Economy; and
- * Hon. AkilaVirajKariyawasam,
Minister of Education.

It was also decided that the Secretary, Ministry of Industries and Commerce should function as the Secretary/Convenor of this Sub-Committee.

(e) **The Cabinet Sub-Committee on Education**

This Cabinet Sub-Committee was appointed by the Cabinet decision dated 2015-10-14 to take appropriate steps for preparing the National Educational Policy and drafting a New Act on School Education, to provide guidance for broadening and systematizing of the technology and vocational education and forming a National Policy on Pre-school Education, to engage in the process of restructuring University Education and to achieve the goals of the general programme of the Government on Education.

This Cabinet Sub-Committee was constituted with the Hon. Prime Minister and the following 06 Ministers:

- * Hon. RanilWickremasinghe,
Prime Minister - (Chairman);
- * Hon. LakshmanKiriella,
Minister of Higher Education and Highways;

- * Hon. SusilPremajayantha,
Minister of Science, Technology and Research;
- * Hon. Mahinda Samarasinghe,
Minister of Skills Development and Vocational Training;
- * Hon. AkilaVirajKariyawasam,
Minister of Education;
- * Hon. SagalaRatnayaka,
Minister of Law & Order and Southern Development; and
- * Hon. Harin Fernando,
Minister of Telecommunication and Digital Infrastructure.

4.3 Duties pertaining to the Officials' Committees appointed by the Cabinet to examine and submit recommendations on miscellaneous subjects:

In the year 2015, the Cabinet has appointed 26 Ministerial Committees and 24 Officials' Committees, to examine and submit recommendations on various matters raised at the Cabinet Meetings. 14 Reports prepared by such Officials' Committees containing their recommendations, were submitted to the Cabinet within the year and the relevant Cabinet decisions conveyed to the respective Ministries and Institutions for implementation.

4.4 Submission of required information and Cabinet decisions to the Attorney General's Department relating to Court Cases pending before Superior Courts:

Observations of the Secretary to the Cabinet were requested by the Attorney General's Department on the averments contained in the Affidavits/Petitions in several Supreme Court (FR) and Court of Appeal (Writ) cases, where the Cabinet of Ministers were cited as respondents and accordingly, the Secretary to the Cabinet promptly sent his observations along with copies of pertinent Cabinet decisions. Comprehensive information in relation to past Cabinet decisions along with attendant documents were also expeditiously sent as requested from time to time by the Department. The Cabinet Office has maintained correspondence with the Attorney General's Department regarding 31 Court Cases in 2015. Accordingly, when compared to the thirteen (13) cases the office had to deal with in the year 2014, the number of cases in the year 2015 shows a significant increase.

4.5 The functions of special significance carried out in the year 2015:

- 4.5.1 Facilitated the obtaining of an affidavit (submitted voluntarily) from all Ministers regarding the collective responsibility of the Cabinet of Ministers and preserving its confidentiality.
- 4.5.2 The Secretary to the Cabinet of Bangladesh and his delegation while on their official visit to Sri Lanka paid a visit to the Office of the Cabinet of Ministers as well and discussion was held to exchange information.
- 4.5.3 The Secretary to the Cabinet functioned as a member of the Officials' Committee to assist the Cabinet Sub- Committee on Economic Affairs/ Cabinet Committee on Economic Management.
- 4.5.4 An Additional Secretary and an Assistant Secretary of the Office of the Cabinet of Ministers represented Sri Lanka at the 3rd Meeting of the Secretaries to the Cabinets of SAARC countries held from 16th -17th of April 2015 in Islamabad in Pakistan.
- 4.5.5 At the request of the Presidential Investigation Commission of Inquiry to Investigate and Inquire into Serious Acts of Frauds, Corruption and Abuse of Power, Misuse of State Resources and Privileges; the original Cabinet decisions, Cabinet Memoranda and Reports were sent expeditiously to the said Commission.
- 4.5.6 The Secretary to the Cabinet functioned as a Member of various Committees and as the Chairman of the Officials' Committee assisting the Cabinet Sub-Committee on Establishment Matters. 24 meetings of the said Officials' Committee were held in the year 2015.
- 4.5.7 In enhancing the scope of functions of the Office of the Cabinet of Ministers, the limited space in the building situated in the Republic Building in Fort, Colombo, where the Cabinet office is presently accommodated, had become a constraint and the following attempts were made owing to the difficulties encountered in its renovation activities.
 - 4.5.7.1 H.E. the President was informed of the overflowing of gutters in the roof of the Republic Building unexpectedly on 21.04.2015 and the seepage of rain water into the office premises and the files which were damaged were restored with the assistance of the Department of National Archives and the essential renovation work of the building was carried out.

4.5.7.2 In accordance with the Government Policy of establishing the Government Institutions in the Colombo Fort area, in other locations, with a view to establishing the Office of the Cabinet of Ministers elsewhere, a request was made to the Secretary to the then Ministry of Urban Development, Water Supply and Drainage to accommodate the Office of the Cabinet of Ministers in Phase II of Sethsiripaya or in a suitable building under the purview of the Urban Development Authority.

4.5.7.3 The Cabinet of Ministers was informed of the inadequacy of space for the Office of the Cabinet of Ministers, available in the Republic Building.

5. THE UNIQUENESS OF THE FUNCTIONS OF THE OFFICE OF THE CABINET OF MINISTERS

The Cabinet Office, in the execution of duties entrusted to it, has to act on most occasions deviating from the normal practices of other public institutions due to the uniqueness of its functions. The time duration between two (02) Cabinet Meetings is merely limited to a week and therefore the staff of the Cabinet Office is required to fulfill a host of duties which cannot be postponed within a very short period of time, such as:

- preparation of the Minutes of the previous Meeting in all three languages by the forenoon of Thursday of the week;
- studying the contents of the Cabinet Memoranda intended to be included in the Agenda for the next Meeting;
- collecting additional data thereon and particulars of previous Cabinet decisions, if any, made in that regard;
- studying the policy and legal implications that could arise in the implementation of proposals in certain Memoranda (by the Secretary to the Cabinet and Senior Officials); and
- obtaining observations from Hon. Ministers in-charge of the Ministries concerned on the contents of such Memoranda.

It is the responsibility of the staff of the Cabinet Office to maintain strict confidentiality in the duties they perform. Moreover, the staff was compelled to work until late hours of the day, outside normal working hours applicable to the other Public Institutions, and also during week-ends and on public holidays.

In these circumstances, when recruiting staff to the Office of the Cabinet of Ministers, a skilled group of officers has been specially selected to meet the needs of this office, and the particulars of the officers engaged in service at the Cabinet Office during the year 2015 are given in paragraph 6.

Particularly, in the area of translations where there is an acute shortage of experienced translators in the Public Service, the services of two retired officers had to be obtained for a further period of time, in 2015 as well.

6. HUMAN RESOURCES MANAGEMENT

Human Resource Development and Management holds a special place of priority in the duty list of the Cabinet of Ministers.

6.1 Cadre Particulars as at 2015-12-31

Table - 2 Categorizing of employees as at 2015-12-31

Category of Service	Approved Cadre	Existing Cadre			Vacancies in the Cadre	Excess
		On Permanent basis	On Contract basis	Total		
Senior Level	16	11	00	11	05	-
Tertiary Level	10	08	02	10	00	-
Secondary Level	32	24	01	25	07	-
Primary Level	32	25	00	25	07	-
Total	90	68	03	71	19	-

6.2 The Staff available as at 2015-12-31

Table - 3 Staff Particulars as at 2015-12-31

	Designation	Approved Cadre	Existing Cadre	Vacancies
01.	Secretary to the Cabinet	01	01	-
02.	Additional Secretary	03	01	02
03.	Senior Assistant Secretary	04	02	02
04.	Assistant Secretary (SLAS)	05	04	01
05.	Accountant	01	01	-
06.	Assistant Secretary (Non SLAS)	01	01	-
07.	Assistant Director –IT	01	01	-
08.	Language Consultant*	01	01	-
09.	Administrative Officer	01	01	-
10.	Co-ordinating Secretary	01	01	-
11.	Language Co-ordinator *	01	01	-
12.	Translator	05	05	-
13.	Progress Assistant	01	01	-

14.	Development Assistant	02	-	02
15.	Public Management Assistants	27	24**	03
16.	Information and Communication Technology Assistant	2	01	01
17.	Librarian	01	-	01
18.	Receptionist	01	-	01
19.	Driver	13	11	02
20.	Office Employees' Service	18	14	04
	Total	90	71	19

Note: * On contract basis

** 01 out of the actual cadre has been employed on contract basis.

6.3 Newly joined officers to the Cabinet Office during the year 2015

During the year 2015, 12 new officers joined the Cabinet Office, thereby strengthening the staff of the Cabinet Office.

6.4 Retirements

During the year 2015, no officers serving in the office, retired from the Public Service.

6.5 Transfers

During the year 2015, 07 officers went on transfer to other stations.

6.6 Training and Development

Training and Development not only develop the knowledge, attitudes and skills of an officer/employee but also helps in their motivation.

In the year 2015, as a facility provided for the officers of this office to acquire competency in the other official language, in terms of the provisions of the Public Administration Circular No.1/2014, a training course in Tamil aimed at the G.C.E.(O.L) Examination was conducted by a Senior Translator of the office, who made his contribution as a resource person.

During the year 2015 the Cabinet Office, having taken into consideration the requests of its employees, was able to provide them with several training opportunities.

Staff Grades - Training opportunities - 04,
Courses and Higher Education opportunities - 01

Non-Staff Grades - Training opportunities - 03

The main problem encountered in referring Staff Grade officers to submit applications on intimations made by the Department of External Resources relating to training opportunities relevant to Staff Grade Officers was the inability to release such officers for the purpose due to the existence of a large number of vacancies in the grade concerned.

7. FINANCIAL REVIEW

7.1 Estimates:

The total allocation and the recurrent and capital expenditure of the Office of the Cabinet of Ministers for the year 2015 are as follows:

Table - 4 Summary of Expenditure 2015

Nature of Expenditure Rs.	Total Allocation Rs.	Actual Expenditure Rs.	Progress %	Balance Rs.
Recurrent	67,550,000/-	62,900,036/-	93%	4,649,964/-
Capital	* 9,850,000/-	2,663,066/-	27%	7,186,934/-
Total	77,400,000/-	65,563,102/-	85%	11,836,898/-

Since the Cabinet of Ministers meets weekly, if any technical delay occurs, the entire process would be at stake and therefore, measures were taken to get the minimum estimated amount of the required provisions allocated, through the Budget Estimates. However, since the government funds have been utilized only for essential purposes, without spending such funds in an unnecessary manner, some balance of provisions is shown during the year 2015.

Utilizing the provision included in the expenditure items of acquisition of capital assets, 13 computers, 13 UPS machines, 08 computer printers, 01 fax machine, 02 steel almirahs, 01 steel cupboard, 01 book rack, 03 fixed telephones for the internal communication system, 01 fixed new telephone and 01 high pressure vehicle cleaning equipment, were purchased during the year 2015.

* The provision of Rs.06 million allocated for the Document Management Project is included

7.2 Loan Advances to Officers:

A sum of Rs.2,497,046.00 has been granted as loan facilities under Advance 'B' Account to the officers in the Office during the year 2015, as follows:

Table 5 – Loan facilities granted under Advance 'B' Account

Loan Category	Number of Officers	Loan Amount Rs.
Distress	26	1,761,046.00
Festival Advance	58	580,000.00
Special Advance	39	156,000.00
Total Loan Amount granted	123	2,497,046.00

7.3 Presentation of Annual Accounts:

The Annual Appropriation Account (**Annex III**) and Advances to Public Officers "B" Account (**Annex IV**) required to be presented by the Office of the Cabinet of Ministers for the year 2015, have been forwarded to the Auditor General.

7.4 Annual Board of Survey:

Annual Board of Survey pertaining to the year 2015 has been completed and the Report has been submitted to the Auditor General.

7.5 Audit Queries:

Three (03) audit queries pertaining to the year 2015 were received and action has been taken to submit clarifications of same to the Auditor General. Detailed clarification on some of the matters pointed out by the Auditor General relating to the audit queries have been submitted to the Auditor General and most of the said queries are not based on any disputed payments, but on keeping records without conforming to certain circulars and not having records which are substantially in keeping with regulations. The clarifications forwarded to the Auditor General indicate that action has already been taken to rectify such shortcomings. The Report of the Auditor General and the reply made thereto is annexed. (Please see Annex V).

Cabinet Memoranda submitted to the Cabinet Office by the Relevant Ministries in the Year 2015 From 2015-01-08 to 2015-08-17		
	Ministry	Number of Memoranda received
1.	H.E the President	24
2.	Prime Minister	67
3.	Ministry of Defence	47
4.	Ministry of Mahaweli Development and Environment	13
5.	Ministry of Policy Planning, Economic Affairs, Child, Youth and Cultural Affairs	55
6.	Ministry of Public Order and Christian Affairs	53
7.	Ministry of Home Affairs	27
8.	Ministry of Food Security	19
9.	Ministry of Foreign Affairs	27
10.	Ministry of Public Administration, Local Government and Democratic Governance	66
11.	Ministry of Buddhasasana	09
12.	Ministry of Plantation Industries	27
13.	Ministry of Finance	103
14.	Ministry of Urban Development, Water Supply and Drainage	61
15.	Ministry of Power and Energy	51
16.	Ministry of Health and Indigenous Medicine	73
17.	Ministry of Agriculture	30
18.	Ministry of Highways and Investment Promotion	33
19.	Ministry of Lands	16
20.	Ministry of Housing and Samurdhi	33
21.	Ministry of Justice	31
22.	Ministry of Mass Media	25
23.	Ministry of Tourism and Sports	25
24.	Ministry of Ports and Shipping	40
25.	Ministry of Industry and Commerce	33
26.	Ministry of Plantation Infrastructure Development	04
27.	Ministry of Resettlement, Reconstruction and Hindu Religious Affairs	18
28.	Ministry of Education	17
29.	Ministry of Foreign Employment	08
30.	Ministry of Internal Transport	41
31.	Ministry of Social Services, Welfare and Livestock Development	28
32.	Ministry of Women's Affairs	05
33.	Ministry of Muslims Religious Affairs and Posts	15
34.	Ministry of Rural Economic Affairs	04
35.	Ministry of Disaster Management	05
36.	Ministry of Higher Education and Research	15

37.	Ministry of Aviation	08
38.	Ministry of Provincial Councils and Regional Development	10
39.	Ministry of Special Projects	15
40.	Ministry of Labour	15
41.	Ministry of Skills Development and Vocational Training	07
42.	Ministry of Parliamentary Affairs	04
43.	Ministry of Irrigation	05
44.	Ministry of Fisheries and Aquatic Resources Development	24
45.	Secretary to the Cabinet	05
	Total	1241

**Cabinet Memoranda submitted to the Cabinet Office by the Relevant Ministries
in the Year 2015
From 2015-08-17 to 2015-12-31**

	MINISTRY	Number of Memoranda received
1.	H.E. the President	21
2.	Hon. Prime Minister	52
3.	Ministry of Defence	37
4.	Ministry of Mahaweli Development and Environment	16
5.	Ministry of National Integration and Reconciliation	-
6.	Ministry of National Policies and Economic Affairs	36
7.	Ministry of Tourism Development and Christian Religious Affairs	05
8.	Ministry of Sustainable Development and Wildlife	06
9.	Ministry of Transport	43
10.	Ministry of Foreign Affairs	17
11.	Ministry of Social Empowerment and Welfare	11
12.	Ministry of Labour and Trade Union Relations	14
13.	Ministry of University Education and Highways	25
14.	Ministry of City Planning and Water Supply	18
15.	Ministry of Disaster Management	08
16.	Ministry of Technology Technical Education and Employment	19
17.	Ministry of Law and Order and Prison Reforms (until 2015-11-09)	29
18.	Ministry of Health Nutrition and Indigenous Medicine	25
19.	Ministry of Finance	62
20.	Ministry of Skills Development and Vocational Training	06
21.	Ministry of Home Affairs	09
22.	Ministry of Internal Affairs, Wayamba Development and Cultural Affairs	15
23.	Ministry of Industry and Commerce	16
24.	Ministry of Megapolis and Western Development	23
25.	Ministry of Fisheries and Aquatic Resources Development	09
26.	Ministry of Plantation Industries	14
27.	Ministry of Power and Renewable Energy	19
28.	Ministry of Agriculture	13
29.	Ministry of Irrigation and Water Resources Management	08
30.	Ministry of Buddhasasana	02
31.	Ministry of Justice	23
32.	Ministry of Rural Economy	09
33.	Ministry of Public Enterprise Development	08
34.	Ministry of Public Administration and Management	24
35.	Ministry of Parliamentary Reforms and Mass Media	07
36.	Ministry of Housing and Construction	32

37.	Ministry of Ports and Shipping	16
38.	Ministry of Lands	07
39.	Ministry of Upcountry New Villages, Infrastructure & Community Development	04
40.	Ministry of Women and Child Affairs	05
41.	Ministry of Foreign Employment	04
42.	Ministry of Education	13
43.	Ministry of Posts, Postal Services and Muslim Religious Affairs	07
44.	Ministry of Provincial Councils and Local Government	03
45.	Ministry of Rehabilitation, Resettlement and Hindu Religious Affairs	10
46.	Ministry of Petroleum Resources Development	12
47.	Ministry of Sports	09
48.	Ministry of Southern Development	04
49.	Ministry of Telecommunication and Digital Infrastructure	02
50.	Ministry of National Co-existence, Dialogue and Official Languages	03
51.	Ministry of Primary Industries	03
52.	Ministry of Development, Strategic and International Trade	04
53.	Ministry of Special Assignments	01
54.	Secretary to the Cabinet	09
	Total	797

**Members of the Cabinet of Ministers functioned
from 2015-01-08 up to 2015-08-17**

	Name	Office
1.	His Excellency Maithripala Sirisena	The President Minister of Defence and the Minister of Mahaweli Development and Environment
2.	Hon. Ranil Wickremasinghe	Prime Minister and Minister of National Policies Economic Affairs, Child, Youth and Cultural Affairs
3.	Hon. John Amarathunga	Minister of Public Order and Christian Religious Affairs
4.	Hon. Josep Michal Perera	Minister of Home Affairs and Fisheries
.	Hon. Gamini Jayawickrema Perera	Minister of Food Security
6.	Hon. Mangala Samaraweera	Minister of Foreign Affairs
7.	Hon. S.B. Dissanayake	Minister of Rural Economic Affairs (from 2015-03-22)
8.	Hon. A.H.M. Fausi	Minister of Disaster Management (from 2015-03-22)
9.	Hon. (Dr.) Sarath Amunugama	Minister of Higher Education and Research (from 2015-03-22)
10.	Hon. Rejinold Cooray	Minister of Civil Aviation (from 2015-03-22)
11.	Hon. Karu Jayasuriya	Minister of Buddha Sasana and Public Administration, Provincial Councils and Democratic Governance
12.	Hon. Lakshman Kiriella	Minister of Plantation Industries
13.	Hon. Ravi Karunanayake	Minister of Finance
14.	Hon. Janaka Bandara Tennakoon	Minister of Provincial Councils and Regional Development
15.	Hon. Felix Perera	Minister of Special Projects (from 2015-03-22)
16.	Hon. S.B. Navinna	Minister of Labour (from 2015-03-22)
17.	Hon. Piyasena Gamage	Minister of Skills Development and Vocational Training (from 2015-03-22)
18.	Hon. Lakshman Yapa Abeywardena	Minister of Parliamentary Affairs (from 2015-03-22)
19.	Hon. Rauff Hakeem	Minister of Urban Development, Water Supply and Drainage

20.	Hon. PataliChampikaRanawaka	Minister of Power and Energy
21.	Hon. (Dr.) RajithaSenaratne	Minister of Health and Indigenous Medicine
22.	Hon. GaminiVijithVijayamuniZoysa	Minister of Irrigation (from 2015-03-22)
23.	Hon. DumindaDissanayake	Minister of Irrigation and Agriculture
24.	Hon. KabirHashim	Minister of Highways, Higher Education and Investment Promotion
25.	Hon. M.K.A.D.S.Gunawardena	Minister of Lands
26.	Hon. SajithPremadasa	Minister of Housing and Samurdhi
27.	Hon. (Dr.) Wijayadasa Rajapaksa	Minister of Justice
28.	Hon. GayanthaKarunathilaka	Minister of Mass Media and Parliamentary Affairs
29.	Hon. Naveen Dissanayake	Minister of Tourism and Sports
30.	Hon. Mahinda Amaraweera	Minister of Fisheries and Aquatic Resources Development (from 2015-03-22)
31.	Hon. ArjunaRanatunga	Minister of Ports and Shipping
32.	Hon. RishadBathiudeen	Minister of Industries and Commerce
33.	Hon. U. PalaniDigambaram	Minister of Estate Infrastructure Development
34.	Hon. D.M. Swaminathan	Minister of Resettlement, Rehabilitation and Hindu Religious Affairs
35.	Hon. AkilaVirajKariyawasam	Minister of Education
36.	Hon. (Mrs.) ThalathaAtukorala	Minister of Foreign Employment
37.	Hon. R.M. RanjithMaddumaBandara	Minister of Internal Transport
38.	Hon. P. Harison	Minister of Social Services, Welfare and Livestock Development
39.	Hon. (Mrs.) ChandraniBandara	Minister of Women's Affairs
40.	Hon. M.H.A. Haleem	Minister of Muslim Religious Affairs and Posts

**Members of the Cabinet of Ministers functioned
After 2015-08-17 (up to end of year 2015)**

	Name	Office
1.	His Excellency Maithripala Sirisena	The President Minister of Defence Minister of Mahaweli Development and Environment Minister of National Integration and Reconciliation
2.	Hon. Ranil Wickremasinghe	Prime Minister and Minister of National Policies and Economic Affairs
3.	Hon. John Amarathunga	Minister of Tourism Development and Christian Religious Affairs
4.	Hon. Gamini Jayawickrema Perera	Minister of Sustainable Development and Wildlife
5.	Hon. Nimal Siripala de Silva	Minister of Transport and Civil Aviation
6.	Hon. Mangala Samaraweera	Minister of Foreign Affairs
7.	Hon. S.B. Dissanayake	Minister of Social Empowerment and Welfare
8.	Hon. W.D.J. Seneviratne	Minister of Labour and Trade Union Relations
9.	Hon. Lakshman Kiriella	Minister of Higher Education and Highways
10.	Hon. (Dr.) Sarath Amunugama	Minister of Special Assignments (from 2015-10-23)
11.	Hon. Rauff Hakeem	Minister of City Planning and Water Supply
12.	Hon. Anura Priyadarshana Yapa	Minister of Disaster Management
13.	Hon. Susil Premajayantha	Minister of Science, Technology and Research
14.	Hon. Thilak Marapana	Minister of Law & Order and Prison Reforms (up to 2015-11-09)
15.	Hon. (Dr.) Rajitha Senarathne	Minister of Health, Nutrition and Indigenous Medicine
16.	Hon. Ravi Karunanayake	Minister of Finance

17.	Hon. Mahinda Samarasinghe	Minister of Skills Development and Vocational Training
18.	Hon. Vajira Abeywardena	Minister of Home Affairs
19.	Hon. S.B. Navinne	Minister of Internal Affairs, Wayamba Development and Cultural Affairs
20.	Hon. Rishad Bathiudeen	Minister of Industry and Commerce
21.	Hon. Patali Champika Ranawaka	Minister of Megapolis and Western Development
22.	Hon. Mahinda Amaraweera	Minister of Fisheries and Aquatic Resources Development
23.	Hon. Navin Dissanayake	Minister of Plantation Industries
24.	Hon. Ranjith Siyambalapatiya	Minister of Power and Renewable Energy
25.	Hon. Duminda Dissanayake	Minister of Agriculture
26.	Hon. Vijith Vijayamuni Zoysa	Minister of Irrigation and Water Resources Management
27.	Hon. (Dr.) Wijayadasa Rajapaksa	Minister of Buddhasasana and Minister of Justice
28.	Hon. P. Harison	Minister of Rural Economy
29.	Hon. Kabir Hashim	Minister of Public Enterprise Development
30.	Hon. Ranjith Madduma Bandara	Minister of Public Administration and Management
31.	Hon. Gayantha Karunathilaka	Minister of Parliamentary Reforms and Mass Media
32.	Hon. Sajith Premadasa	Minister of Housing and Construction
33.	Hon. Arjuna Ranatunga	Minister of Ports and Shipping
34.	Hon. M.K.A.D.S. Gunawardana	Minister of Lands
35.	Hon. U. Palani Digambaram	Minister of Hill Country New Villages, Infrastructure and Community Development
36.	Hon. (Mrs.) Chandrani Bandara	Minister of Women and Child Affairs
37.	Hon. (Mrs.) Thalatha Atukorala	Minister of Foreign Employment
38.	Hon. Akila Viraj Kariyawasam	Minister of Education

39.	Hon. M.H.A. Haleem	Minister of Posts, Postal Services and Muslim Religious Affairs
40.	Hon. FaiszerMusthapha	Minister of Provincial Councils and Local Government
41.	Hon. D.M. Swaminathan	Minister of Prison Reforms, Rehabilitation, Resettlement and Hindu Religious Affairs
42	Hon. ChandimaWeerakkody	Minister of Petroleum Resources Development
43.	Hon. DayasiriJayasekara	Minister of Sports
44.	Hon. SagalaRatnayaka	Minister of Law & Order and Southern Development
45.	Hon. Harin Fernando	Minister of Telecommunication and Digital Infrastructure
46.	Hon. Mano Ganeshan	Minister of National Co-existence, Dialogue and Official Languages
47.	Hon. DayaGamage	Minister of Primary Industries
48.	Hon. Malik Samarawickrama	Minister of Development Strategies and International Trade

OFFICE OF THE CABINET OF MINISTERS

STATEMENT OF RECONCILIATION - ADVANCES TO PUBLIC OFFICERS ACCOUNT 'B' – 2015

	Maximum Limit of Expenditure		Minimum Limit of Receipt		Maximum Limit of Debit Balance	
	RS.	Cents	RS.	Cents	RS.	Cents
Limits approved by Appropriation Act	2,595,000.00		2,395,000.00		13,000,000.00	
Limits revised during the year						
Directive No. I	-		-		-	
Directive No. II	-		-		-	
Actual values at year end						
005011	2,497,046.00		2,959,196.82		9,055,024.21	
005012	1,659,359.50		1,114,591.50		544,768.00	
	4,156,405.50		4,073,788.32		9,599,792.21	
Adjusting as per the National Budget Circular No. 118 [after adjustments as per FR 503(1)]	1,659,359.50		1,114,591.50			
	2,497,046.00		2,959,196.82			
Non-adherence to limits	-		-		-	

Loans and Advances to Public Officers Control Account

	As per Departmental Ledgers		As per Computerized Reports of Treasury	
	Rs.	Cents	Rs.	Cents
Balance B/F at the beginning of the year 2015-01-01	9,517,175.03		9,517,175.03	
Add total debits during the year				
005011	2,497,046.00		2,497,046.00	
005012	1,659,359.50		1,659,359.50	
	4,156,405.50		4,156,405.50	
Deduct total credits during the year				
005011	2,959,196.82		2,959,196.82	
005012	1,114,591.50		1,114,591.50	
	4,073,788.32		4,073,788.32	
Balance at the end of the year 2015-12-31	9,599,792.21		9,599,792.21	

Appropriation Account - 2015

Expenditure Head No. 5

Name of Ministry : Office of the Cabinet of Ministers

Programme Number given in Annual Estimates	Title of the Programme given in Budget Estimates	(1)	(2)	(3)	(4)	(5)	(6)	Page No. (Reference to relevant DGSA 2 format)
		Provision in Budget Estimates Rs.	Supplimentary Provision and Supplimentary Estimate Allocation Rs.	Transfers in terms of F.R. 66 and 69 Rs.	Total Net Provision (1+2+3) Rs.	Total Expenditure Rs.	Net Effect Saving/ (Excess) (4-5) Rs.	
1	<u>Recurrent</u> Operational Activities	67,550,000	0	0	67,550,000	62,900,036	4,649,964	02
	Sub Total (Recurrent)	67,550,000	0	0	67,550,000	62,900,036	4,649,964	
1	<u>Capital</u> Operational Activities	9,850,000	0	0	9,850,000	2,663,066	7,186,934	02
	Sub Total (Capital)	9,850,000	0	0	9,850,000	2,663,066	7,186,934	
	Grand Total	77,400,000	0	0	77,400,000	65,563,102	11,836,898	

Detailed Accounting Statements in DGSA format Numbers 2 to 10 presented in pages from 2 to 16 and other Notes presented in pages from 17 to 24 are integral parts of this Appropriation Account.

We hereby certify that the figures in this account, other detailed Statements and Notes are correct and relevant accounts were reconciled with Treasury Books of Account and found correct.

Chief Accounting Officer
 Name - : S.Abeysinghe
 Designation - : Secretary to the Cabir
 Date - : 2016.03

S. ABEYSINGHE
 Secretary to the Cabinet,
 Office of the Cabinet of Ministers,
 Republic Square,
 Sir Barob Jayawardene Mawatha,
 Colombo 11

Accounting Office:
 Name:
 Designation:
 Date:


 Accountant
 Name : W.W.D.S. Fernando
 Designation : Accountant
 Date : 2016.03.30





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கணக்காய்வாளர் தலைமை அறிப்பதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT



17

මගේ අංකය } JPA/D/CO/2/15/54
 எனது இல. }
 My No. }

ඔබේ අංකය }
 உமது இல. }
 Your No. }

දිනය } 2016 අප්‍රේල් 25 දින
 திகதி }
 Date }

අධ්‍යක්ෂ ජනරාල්
 රාජ්‍ය ගිණුම් දෙපාර්තමේන්තුව.

ශීර්ෂය 05 - අමාත්‍ය මණ්ඩල කාර්යාලයේ 2015 වර්ෂයේ විසර්ජන ගිණුම පිළිබඳව විගණකාධිපති වාර්තාව

ශීර්ෂය 05 - අමාත්‍ය මණ්ඩල කාර්යාලයේ 2015 වර්ෂය සඳහා වූ 2015 දෙසැම්බර් 10 දිනැති අංක 245/2015 දරන රාජ්‍ය ගිණුම් වකුලේඛයේ සඳහන් ඩීජීඑස්එස් 1 ආකෘතියේ සිට 10 ආකෘතිය දක්වා ආකෘතිද, සටහන (i) සිට සටහන (iv) (අ) හා (ආ) දක්වා වූ තොරතුරු සාරාංශයකින් සමන්විත 2015 වර්ෂය සඳහා වූ විසර්ජන ගිණුම ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 148, 149, 150 හා 152 ව්‍යවස්ථාවන්ට, 2015 අංක 1 දරන හා 2015 අංක 15 දරන විසර්ජන (සංශෝධන) පනත්වලින් සංශෝධිත 2014 අංක 47 දරන විසර්ජන පනත හා වෙනත් ව්‍යවස්ථාපිත විධිවිධානයන්ට, 2015 වාර්ෂික අයවැය ඇස්තමේන්තුවට, ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ මුදල් රෙගුලාසි සංග්‍රහයේ විධිවිධාන ඇතුළත් රාජ්‍ය මූල්‍ය හා පරිපාලන රෙගුලාසිවලට අනුකූලව පිළියෙල කර ඉදිරිපත් කරන ලද විසර්ජන ගිණුම, ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 154(1) ව්‍යවස්ථාවේ ඇතුළත් විධිවිධාන ප්‍රකාර මාගේ විධානය යටතේ විගණනය කරන ලදී. 2015 දෙසැම්බර් 10 දිනැති අංක 245/2015 දරන රාජ්‍ය ගිණුම් වකුලේඛය සමඟ සංයෝජිතව කියවිය යුතු ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ මුදල් රෙගුලාසි සංග්‍රහයේ මුදල් රෙගුලාසි 150 ප්‍රකාරව රාජ්‍ය ගිණුම් අධ්‍යක්ෂ ජනරාල්වරයා විසින් ප්‍රසිද්ධ කළ යුතු විසර්ජන ගිණුම සම්බන්ධයෙන් වූ මාගේ නිරීක්ෂණයන් මෙම වාර්තාවේ දැක්වේ.

2. විගණන විෂය පථය

විසර්ජන ගිණුමේ දැක්වෙන අගයන් සහ හෙළිදරව් කිරීම්වලට උපකාරීවන 2015 අංක 1 දරන හා 2015 අංක 15 දරන විසර්ජන (සංශෝධන) පනත්වලින් සංශෝධිත 2014 අංක 47 දරන විසර්ජන පනතින් පාර්ලිමේන්තුව විසින් නිශ්චය කරන ලද වියදම් සීමාවන් තුළ උපයෝජනයන් සිදු කලේද යන්න හා විගණන සාක්ෂි ලබා ගැනීම පිණිස පරිපාටි ක්‍රියාත්මක කිරීම විගණනයට ඇතුළත් වේ. තෝරාගත් පරිපාටිත්, වංචා හෝ වැරදි හේතුවෙන් විසර්ජන ගිණුමේ ඇතිවිය හැකි ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශයන්ගෙන් අවදානම් තක්සේරු කිරීම් විගණකගේ විනිශ්චය මත පදනම් වේ. එම අවදානම් තක්සේරු කිරීම්වලදී, අවස්ථාවෝචිතව උචිත විගණන පරිපාටි සැලැසුම් කිරීම පිණිස කාර්යාලයේ විසර්ජන ගිණුම පිළියෙල කිරීමට සහ සාධාරණ ලෙස ඉදිරිපත් කිරීමට අදාළ වන්නාවූ අභ්‍යන්තර පාලනය විගණක සැලකිල්ලට ගන්නා නමුත් කාර්යාලයේ අභ්‍යන්තර පාලනයේ සඵලදායීත්වය පිළිබඳව මතයක් ප්‍රකාශ කිරීමට අදහස් නොකරයි. කළමනාකරණය විසින් අනුගමනය කරන ලද ඇස්තමේන්තුවල සාධාරණත්වය ඇහැයීම මෙන්ම 2015 දෙසැම්බර් 10 දිනැති අංක 245/2015 දරන රාජ්‍ය ගිණුම් වකුලේඛය ප්‍රකාරව විසර්ජන ගිණුමේ සමස්ථ ඉදිරිපත් කිරීම පිළිබඳ ඇහැයීමද විගණනයට ඇතුළත් වේ.

3. විසර්ජන ගිණුම සම්බන්ධයෙන් ප්‍රධාන ගණන්දීමේ නිලධාරීගේ හා ගණන්දීමේ නිලධාරීගේ වගකීම

ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 52 ව්‍යවස්ථාව සමඟ කියවිය යුතු ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ මුදල් රෙගුලාසි සංග්‍රහයේ මුදල් රෙගුලාසි 124 හා 125 හි දක්වා ඇති කාර්යභාරයන් සම්බන්ධයෙන් වූ රාජ්‍ය මූල්‍ය පරිපාලනයේ ප්‍රමාණවත් බව තහවුරු කිරීම සඳහා ප්‍රධාන ගණන්දීමේ නිලධාරීන් මුදල් අමාත්‍යවරයාට වගකිව යුතු අතර

අමාත්‍යාංශයේ හා අමාත්‍යාංශය යටතේ ඇති දෙපාර්තමේන්තුවල මුදල් කටයුතු අධීක්ෂණය කිරීමේ වගකීම භාණ්ඩාගාරයේ විධානයන්ට යටත්ව ප්‍රධාන ගණන්දීමේ නිලධාරීන්ට හා ගණන්දීමේ නිලධාරීන්ට පැවැරේ. ඒ අනුව විසර්ජන ගිණුම ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 148,149,150 හා 152 ව්‍යවස්ථාවන්ට, වෙනත් ව්‍යවස්ථාපිත විධිවිධානයන්ට, රාජ්‍ය මූල්‍ය හා පරිපාලන රෙගුලාසිවලට හා වක්‍රලේඛ විධිවිධානවලට අනුකූලව පවත්වා ගෙනයාම, පිළියෙල කිරීම හා ඉදිරිපත් කිරීම ප්‍රධාන ගණන්දීමේ නිලධාරීගේ හා ගණන්දීමේ නිලධාරීගේ වගකීම වේ. වංචා හෝ වැරදි හේතුවෙන් ඇති විය හැකි ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශනයන්ගෙන් තොර වූ විසර්ජන ගිණුම පිළියෙල කිරීමට හැකි වනු පිණිස අවශ්‍යවන අභ්‍යන්තර පාලනය සැලසුම් කිරීම, ක්‍රියාත්මක කිරීම හා පවත්වා ගෙන යාම මෙම වගකීමට ඇතුළත් වේ.

4. විගණන නිරීක්ෂණ

2015 වර්ෂය සඳහා ශීර්ෂ 05 දරන අමාත්‍යාංශ්‍ය ධන කාර්යාලයේ විසර්ජන ගිණුම පහත දැක්වෙන 4.1 ඡේදයේ සිට 4.7 ඡේදය දක්වා වූ කරුණු දැක්වීම්වලට යටත්ව සතුටුදායක ලෙස පිළියෙල කර ඇති බව නිරීක්ෂණය විය.

- 4.1 අමාත්‍ය මණ්ඩල කාර්යාලයේ මුළු මූලධන ශුද්ධ ප්‍රතිපාදනයෙන් සියයට 73 ක් ඉතිරි වී තිබුණි.
- 4.2 වැය විෂයයන් දෙකකට අදාලව එකතුව රු.6,400,000 ක මුළු ශුද්ධ ප්‍රතිපාදනයම ඉතිරි වී තිබුණි.
- 4.3 වැය විෂයයන් 08 කට අදාලව වෙන් කරන ලද මුළු ශුද්ධ ප්‍රතිපාදනය රු.11,630,000 ක් වූ අතර, සමාලෝචිත වර්ෂයේ අවසන් දිනට එම වැය විෂයයන්ට අදාලව මුළු වියදම රු.8,235,992 ක් විය. ඉතිරිවීම් ප්‍රමාණය රු.3,394,008 ක් වූ අතර එය සියයට 12 සිට සියයට 81 දක්වා පරාසයක් තුළ පැවතුණි.
- 4.4 ඩී.ජී.එස්.ඒ.06 ආකෘතියෙහි 05.01.01.1403 වැය විෂයය යටතේ ඉතිරිය රු.1,613,109 ක් හා ඉතිරියේ ප්‍රතිශතය සියයට 44 ක් ලෙස පෙන්විය යුතු වුවත් ඉතිරිය රු.1,440,241 ක් හා ඉතිරියේ ප්‍රතිශතය සියයට 39 ක් ලෙස පෙන්වා තිබුණි.
- 4.5 2016 ජනවාරි 19 දිනැති අංක SA/MA/MA/C෧CULAR දරන රාජ්‍ය ගිණුම් අධ්‍යක්ෂ ජනරාල්වරයාගේ ලිපිය මගින් සංශෝධිත ආකෘතිය ප්‍රකාරව 2015 විසර්ජන ගිණුමෙහි සටහන (i) මගින් නිරූපනය කළ යුතු ජංගම නොවන වත්කම් සංවලනය පිළිබඳ වාර්තාවේ ආකෘතිය සංශෝධනය කර වාර්තා කර නොතිබුණි.
- 4.6 2015 විසර්ජන ගිණුමේ මුළු පුනරාවර්තන වියදම සඳහා මු.රෙ.66 මාරු කිරීම් රු.6,600,000 ක් වූ අතර, එය එම ගිණුමේ ඩී.ජී.එස්.ඒ. 1 හා 2 ආකෘතියේ අංක (3) තීරුවේ හෙළිදරව් කර නොතිබුණි.
- 4.7 2016 වර්ෂයේදී පොතෙන් කපා හැරීම සඳහා ප්‍රධාන ගණන්දීමේ නිලධාරීගේ අනුමැතිය ලැබී තිබුණු රු.28,546 ක් වූ වාහන අනතුරු 02 ක් 2015 විසර්ජන ගිණුම තුළ පොතෙන් කපා හල අගයක් ලෙස දක්වා තිබුණි.

5. පාර්ලිමේන්තුව වෙත වාර්තා කිරීම

ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 154(6) ව්‍යවස්ථාව ප්‍රකාර මා විසින් ශීර්ෂ 05 ට කාර්යාලයට අදාලව ක්‍රියාකාරිත්වය සම්බන්ධයෙන් වූ විගණකාධිපති වාර්තාව යථා කාලයේදී පාර්ලිමේන්තුවේ සභාගත කරනු ලැබේ.

සහකාර විගණකාධිපති (ජේපීඒ)
 විගණකාධිපති වෙනුවට
 පිටපත :- ලේකම්, අමාත්‍ය මණ්ඩල කාර්යාලය