

CONTENTS

	<i>Page number</i>
1. Message from District Secretary	142-143
2. Introduction of District Secretariat Kandy	144-145
2.1 Vision, Values and Mission	146
2.2 Quality Policy	147
2.3 Main Duties Performed by the District Secretariat	148-149
3. Kandy District Introduction	150-153
3.1 Administration Map	154
3.2 Basic Information	155
4. Organizational Chart	156
4.1 Approved Carder	157
4.2 Staff by Section	158-160
5. Performance of District Secretariat	
5.1 General Administration	
5.1.1 Establishment Division Activities	161-164
5.1.2 Activities of the District Media	164-165
5.1.3 Internal Audit Activities	166-168
5.1.4 District Audit and Management Committee	169-170
5.1.5 District Disaster Management Activities	171-172
5.1.6 Training and Human Resource Development	
5.1.6.1 Training Programs	173-174
5.1.6.2 Human Resource and Career Guidance	175
5.1.6.3 Productivity Programs	176-178

6. Statutory Activities and other Duties

6.1 Personal Registration Unit Duties	179
6.2 Motor Traffic Activities	180-181
6.3 Activities of Explosives Division	181
6.4 Consumer Authority	182
6.5 Measurement Units Standard and Services	182
6.6 Environment Activities	183
6.7 Statistics Affairs	184

7. Social Service and cultural

7.1 Cultural Development Affairs	185
7.2 Religious Affairs	186
7.3 Social Service Affairs	187
7.4 Social Security Affairs	188
7.5 Child Protection Affairs	189
7.6 Pre Childhood Development Activities	190
7.7 Children Rights Development Activities	191
7.8 District Women Development Activities	192
7.9 National Integration Affairs	193
7.10 Small Enterprises Development Affairs	193
7.11 District Sport Development Activities	194-196

8. Development Activities

8.1 Construction Activities in District Secretariat and Divisional Secretariat	197-201
8.2 District Investment Program	202-205
8.3 District Samurdhi Development Activities	206
8.4 Agriculture Activities	207
8.6 District Land Use Planning Activities	208
8.5 Details of the Payment made under the line Ministries and Others	209



Towards People Friendly Sustainable Development through Better Administrative and Development Strategies.

Kandy Hill country where holy temple of tooth relic exist is known as world heritage city and is honoured by Buddhists who are living all over the world. Kandy district rich in temperate climate and enriched with natural beauty as well.

In 2013 also, implementing various strategies for strengthening internal administrative process through establishing district and divisional administration more close to the feeling of the people referred to a environment friendly sustainable development.

All activities statutory and non statutory such as Perahera Trust, culture, social service, social security, disaster management, consumer protection, weigh and measure, elections, explosive license activities, calling up and conducting all committees such as district co-ordinating and district development were conducted successfully in last year .

A staff adorned with developmental attitudes through improving office environments and physical facilities in district secretariat and divisional secretariats was established.

It was implemental a proper work procedure and methodologies to keep a pleasant and clean environment and to remove unnecessary things in and around the district secretariat's premises Rs. Mill 17.2 has spent for maintain activities including repairing the roof of the district secretariat's building, repairing development section, internal audit section and operation room, modernizing lavatory and water pipe system, tiling the corridor and staircase, re-establishing internal telephone system. Establishing an aquarium in first floor beautify the building premises. Similarly, It is a very special occasion to initiate activities in construction of two storied auditorium consist with 825 seats with modern facilities and extend of 2750 Square meters in the year 2013. Allocation for this is Rs. Mill 200 and scheduled to be completed within 03 years.

It is a pleasure to being able to reach further improved performance level by district secretariat and divisional secretariats in the year 2013 relative to 2013. Concurrently Medadumbara divisional secretariat won 1st place in national level productivity competition held by productivity secretariat in 2010/2011. Kandy district secretariat won 1st place among district secretariats winning 16 divisional secretariats from 17 divisional secretariats, which were participated out of 20 divisional secretariats, is a good evidence of having a better performance level in district administration.

Divisional Secretariats of Harispattuwa and Pathadumbara has applied for “Swarna” awards.

The important matter to be mentioned herewith is that the staff of Kandy, district secretariat performed their duties well as a team and achieved through productivity circle within an action plan implemented under a clear vision. I believe that these achievements gained through co-operate efforts by the whole staff. Therefore, my heartfelt thanks to all those who dedicated their time and helping hands extended towards victory.

10th of April 2014
At the District Secretariat

H.M. Gamini Senevirathna
District Secretary/G.A. Kandy

2. Introduction of District Secretariat Kandy

Kandy District is the main district in Central province is bounded on the North by Matale district, on the East by Badulla district, on the South by Nuwara-Eliya district and on the west by Kegalla district. Mahaweli river born at Adam's peak and being a resource to the district, begins from Pasbage Korale divisional Secretary's division and following across Ganga Ihala Korale, Udapalatha, Doluwa, Udunuwara. Yatinuwara, Harispattuwa, Gangawata Korale, Kundasale and Medadumbara divisional secretary's divisions and the district boundary and joins Badulla district via Minipe divisional secretary's division.

Kandy district which is comprised with 20 divisional secretariats, 17 Pradeshiya Sabhas, 1188 Grama Niladhari divisions has a population of 1,369,899 according to population and housing census in 2011. As a percentage it is Sinhala – 74.34, Tamil – 11.31, Muslim – 13.95 and other 0.40. Up country people are special personnel adorned with high human qualities and shown a great interest in hospitality. Social scientists also accept it.

Hill country which was existed independently had to face various foreign invasions later lost his sovereignty and became a crown colony after signing the Kandyan Agreement on 02nd March 1815 and Local Public Administration structure existed so far collapsed.

According, Government Agent of Kandy Kachcheri became the chief administration officer in the central province in British era. According to the historical information sources Kandy Kachcheri initiated a freshly at Kandy “Rajagedara” in 1825 B.C Mr.Turner who was a British acted as Government Agent in Kandy from 1825 to 1837.

Information reveal that Kandy Kachcheri had been shifted to the Octagon of Dalada Maligawa in 1868. Mr.P.W. Bebook had been acted as Government Agent at that time.

In addition to that, Kandy Kachcheri had been shifted to Kandy postal complex on various grounds. In 1880, it had been taken to the Kachcheri bulding (later called as court building) constructed close to Sri Dalada Maligawa and continued its activities in the same place for about 80 years. Mr.F.B. Templer was the Government Agent at that time.

During the service period of Government Agent Mr. A.B.S.N. Pulleyar, Kandy Kachcheri had brought to present building in Yatinuwara Veediya in 1957. Local Civil officers since 1946 have been appointed as Government Agents while Mr. Gamini Senevirathna who is a senior officer in special grade in Sri Lanka Administrative service and has acted in number of various public institutions performs a very special role as a present Government Agent up to now from the year 2010.

District Secretariat and its affiliated 26 divisions, has been established within district secretariat's premises while the Buddhist department of Buddhist Affairs, elections also situated within this building.

2.1 Vision & Mission

Vision

To make the District Secretariat, Kandy to be the excellent Administrative Establishment in Sri Lanka.

Values

- **Polite and Friendly service**
- **Customer Satisfaction**
- **Priority to Senior citizens**
- **Priority to disabled citizens**
- **Maximum customer care**
- **An environment friendly office background.**

Mission

To Convey the Kandy district towards sustainable development in accordance with the state policies presenting the proud heritage inherent to the district.

Quality Policy

**Giving Maximum satisfaction to Customers
through good governed management system
improving continuously according to
ISO 9001:2008 International Service Standards.**

2.3. Main Duties performed by the District Secretariat

- Co-ordination, supervision of divisional secretariats and establishment activities of those officers. (providing institutional facilities such as making permanent in the service, conducting efficiency bar examinations, promotion/extension the service and giving salary loan advance to officers).
- Creating better mental satisfaction within the minds of Grama Niladharis by performing 1188 divisions situated in the district.
- Buddhist religious activities including Malwathu Asgiri Maha Vihara leading Sri Dalada Maligawa, activities of others buddhist temples, organizing activities of Sri Dalada perahara, activities of District Shasanarakshaka Bala Mandalaya.
- Activities relevant to Hindu, Islam and other religions.
- Co-ordinating other government institutions by conducting committees such as District Co-ordinating committee, District Agricultural committee District Environmental laws implementing committee, District security/Disaster Management Committee and by assisting to conduct all the meetings headed by the District Secretary.
- Implementing district investment plan with the co-ordinating of economic development activities and infrastructure development activities including water, electricity.
-
- Organizing and conducting various state festivals successfully.
- Directing election activities of the district by co-ordinating with the Department of elections.
- Training of apprentice government officers, organizing, and conducting training Programs on timely requirements towards developing of abilities and skills who are engaged in the service already.
- Guiding and checking by internal audit staff for creating better financial control in District secretariat and divisional secretariats.
- Implementing various development projects for uplifting living condition of the people, Co-ordinating resources and performing planning activities.
- Implementing District Samurdhi Programs .
- Co-ordinating and supervision of offices which are functioned under the district secretariat such as Small Enterprises, Consumer Authority, Survey and standard units section, social security section, District Media unit, Statistics section, Motor Traffic, Cultural and Buddhist affairs, Disaster Management, District Land Use planning, National Aquaculture Development and Department of Elections.
- Giving solutions obtaining information from relevant sections regarding complains, petitions, grievances, demands received from public and creating better administration
- Through conducting impartial investigation regarding petitions, complains received in connection with relevant officers to district administration and divisional administration.

- Approving the issue of permits for felling Jak, bread – fruit trees in Kandy district.
- Registering institutions issuing fire-arm licenses, giving explosive licenses and rendering security services in Kandy district.
- Providing infra-structure facilities for rendering public services through providing water, electricity, and internal telephone facilities for the offices situated in the District Secretariat's premises.
- Performing establishment duties in district secretariat and offices supervised by the district secretariat.

3. Kandy District Introduction

Kandy district which abound in attractive mountain ranges and valleys, covers an excellent of 1940km in the central hills.

Kandy district is bounded North by Ukuwela, Raththota, Laggala-Pallegama and Wilgamuwa divisional secretariats of Matale district, east by Mahiyanganaya divisional secretariat of Badulla district, south by Kandaketiya divisional secretariat of Badulla district and Walapane, Hanguranketha, Kothmale, Nuwara Eliya and Ambagmuva korale divisional secretariats of Nuwara Eliya district as well and west by Aranayake, Bulathkohapitiya, Mawanella and Rambukkana and Rideegama divisional Secretariats of Kurunagala district. The district is located North Latitude between 60.56' and 70.29' and east Longitude between 80.25' and 80.00.

Kandy district is bounded North by Matale district, East by Badulla district, and South by Nuwara Eliya district and west by Kegalle district. Mahaweli River born at Adams peak begins from Pasbage Korale Divisional secretary's Division in Kandy district and flows down across Medadumbara Divisional secretary's Division and finally the district boundary joins Badulla district. Kandy district which is the main district from 03 districts Kandy, Matale, Nuwara Eliya in central Province comprising 20 Divisional Secretariats, 17 Pradeshiya Sabhas and 1188 Gram Niladhari Divisions.

The district Population is 1369899. As a percentage, it is Sinhala -74.34 %, Tamil -11.31%, Muslim -13.95% and other- 0.40 percentage .There is an opinion among Social scientists that people of upcountry have a great interest in hospitality.

Historical Background

The city of Kandy which is inherited to a pride history was belonged to Malayarata area in the kingdoms of Anuradhapuara and polonnaru era. It has been stated in folk tradition, that the city has been developed in the region of king III Wickramabahu in Gampola era. Kandy which had been known as Senkadagala Nuwara in the Past was converted in to a complete city including a beautiful Dalada Maligawa and a Royal palaces by the king Wimaladharmasooriya 1st thenceforth Senkadagala Nuwara remained changelessly as the capital city of Sinhala kingdom until 02nd march 1815 by protecting pure Buddhism and Sinhalese Culture from western powerful nations such as Portuguese, Dutch and English for a more than 03 decades.

Most of the victorious battles against invasions aimed at Kandyan kingdom by Western nations from time to time in their ruling period of Maritime Provinces took place around Kandy. Invaded foreign army were destroyed by the battles took place in Peradeniya, Gannoruwa and Yatinuwara in the region of King Rajasinghe IInd. Balana fortress is the main fortress, which helped to get, protected the Sinhala kingdom from foreigners is situated near the present Kadugannawa city.

After Kandyan kingdom became under the hands of British nations due to various the hands of British nations due to various political crises in 1815, King Sri Wickrama rajasinghe, the last Sinhala king was captured by British in the village of Bogambara, Medamahanuwara on February 15. By the Kandyan Agreement, signed in the Audience Hall of Dalada Maligawa On March 2 in 1815, rooling power of Sri Lanaka was taken over by British and they were

nominated Colombo as the capital city of the country. Until then, the City of Kandy was existed as the main city of the Country.

A large number of aristocratic leaders in Kandy area had led on behalf of Uva – Wellassa rebellion, the final freedom struggle in Sinhalese history in 1818. Kandy region was motherland of the most the leaders such as Monaravila, Keppetipola, Madugalla who dedicated and relinquished their positions for the freedom struggle. English who brutally suppressed the freedom struggle in 1818 had led the hill country including Kandy region towards trade economy which based on plantation industry and trade.

After the coffee cultivation which had been introduce the country a freshly was destroyed by a blight, the first tea sapling planted in the island can be seen in Loolkandura estate in Delthota divisional secretariat even today.

Historical Places

Sri Dalada Maligawa, holy of holies of entire Buddhist nation in the world and large number of historically important temples are situated in Kandy district

1. Gadaladeniya Viharaya
2. Ambakka Devalaya
3. Degaldoruwa Raja Maha Viharaya
4. Galmaduwa Raja Maha Viharaya
5. Thalawa Raja Maha Viharaya
6. Bombure village, medamahanuwara and rajagala kanda area some of them.

Climate and Environment Features

Kandy district is situated in the Central uplands and is 100-1600 m height from sea level. Its eastern side is bounded to Mahaweli River, 100m height from sea level. General annual rainfall is 1840 mm, and Minipe Divisional Secretariat in the eastern region of the district shows mountainous and low country dry zonal climate features. General Temperature is between 20-22° C and smooth climate can be seen in most parts of the district throughout the year. Generally, temperature of the areas such as Delthota Pasbage korale, Gangaihala Korale, Udadumbara, Panvila shows a low temperature relatively to other areas which is located In the dry zone shows a higher temperature.

Mahaweli River is the main river which follows across the Kandy district and it covers 110km with in Kandy district. Two water streams such as Hatton river and Kothmale Oya initiated from two places join together and give birth to Mahaweli river and flows down at Polwathura village at Pasbage.

In addition to that, initiative water streams of Deduru oya also begin in the Poojapitiya Divisional Secretariats join with Ma Oya and increase its water capacity.

Knuckles mountain range situated in Udadumbara, Medadumbara, Minipe and Panvila Divisional Secretariats is an unique environmental zone. Main Mountain ranges such as kobonilla gala (1553.87m height), Dotulugala (1573.96 m height) Dumaragala (1642.57m hight) and situated in the Kandy district. This zone is being the main catchment area of the Mahaweli River and Amban River and shows a high rainfall. Knuckles mountain range which provides the protection to the endemic flora and fauna shows the highest natural beach in the district.

Hanthana, Ambuluwawa, Balana, and Alagalla mountain ranges are situated in the Kandy district and the district harbors many waterfalls such as Kadiyamhela, Galaboda. Through most of them are unknown to the public, they are splendor with natural beauty.

Natural Flora

41,521 hectare otherwise 21% out of the total land area in the Kandy district is covered with forest. Out of these forests which should be protected as hard forests, 23,317 hectare is remains as thick forest, 10,759 as open forest and 7,445 hectare as forest cultivations. Much forest cover can be seen around high mountain summit. Therefore, this forest should be strictly protected with the aim of conserving water.

A large extent of land belongs to knuckles reserve is in the Kandy district. This range has named as strict natural reserve and being residence for endemic plants and animals in Sri Lanka. A large extent of land in Randenigala – Rantambe sanctuary belongs to this district. Hanthana mountain range and Udawatta forest are situated closely to the Kandy city. Hanthana mountain range is an area, which has been under the strong environmental threats.

Wild Animals

A large number of animal communities live in the forest of Kandy district. Among them elephant, leopard, monkey, parquet monkey, wild boar, jungle tiger, deer are prominent. Wild elephants are abundant in the areas such as Udadumbara, Minipe, Meemure and Randenigala Sanctuary. It has been reported leopards from time to time from Gampola, Hanthana and Pathahewaheta areas. Monkeys, Parquet monkey and wild boars live in each forest in the district. Animal species such as spotted deers, samburs and barking deers can be seen in the Randeligala Sancrury. In addition to that, a large number of bird's species have been reported.

Problems caused by wild Animals

Threats for the agriculture and human live, is high in some areas such as Udadumbara, Minipe, and Pathahewaheta. Meemure, Dewahandiya, Madugalla and Minipe are strictly affected. Damages Caused to the cultivation by apes and wild boars can be seen in every areas and it is becoming a major issue is hard to be controlled.

Life Pattern

According to population and housing census, total population in Kandy district is 1,369,899. It represents 03 sections urban, rural and estate. 12% of total population represents urban, sector, 80% for rural sector and 8% for estate sector.

As a whole, an agricultural economic pattern can be seen in Kandy district. Total extent of land is 189,130 hectare. When it consider the land use pattern, extent of cultivate paddy land from total land is 8.5% similarly, crops such as tea, rubber, coconut, cinnamon, pepper, coffee and clove are cultivated as 11.9%, 0.65%, 24.6%, 0.006%, 3.7%, 1.2% and 1.7% respectively.

High density of population can be seen in urban areas and they have engaged in own professions under the fields of industry and services. Accordingly, these people show a special Contribution to the district's economy via these fields.

Irrigation System

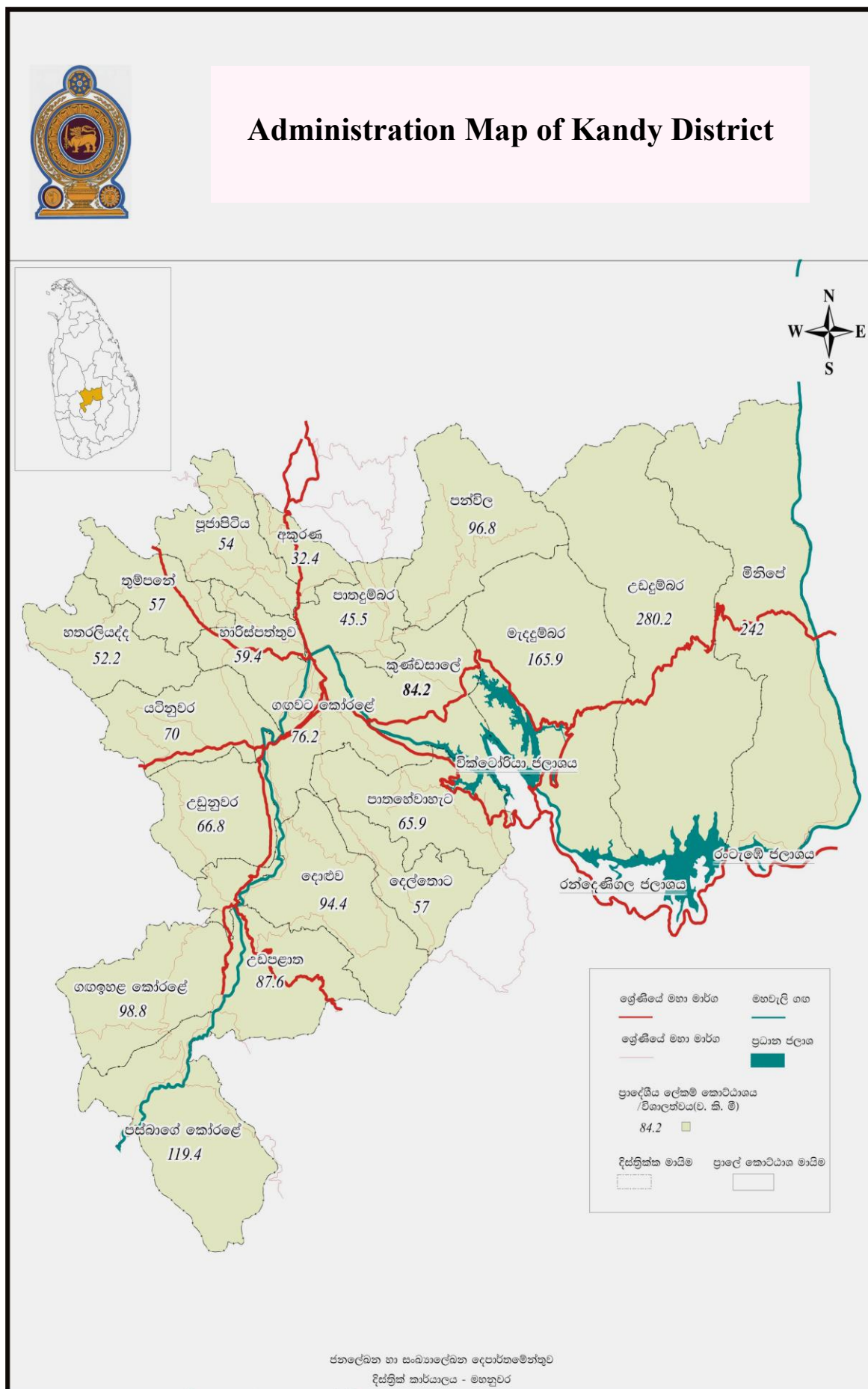
When it consider the Irrigation system of Kandy district, Murapola Ela, Gampolawela, Udugoda Bandara Ela schemes are being the main Irrigation systems.

Murapola Ela scheme belong to two divisional secretaries divisions Delthota and Pathahewaheta. Length of the canal is 15.5 k.m. Cultivation area is 1200 acres. Paddy and additional crops can be shown as varieties. No. of families who are receiving benefifits under this project is 2600 families.

Water source of Udugoda Bandara Ela scheme in Pathadumbara, Panvila and Kundasale divisional secretaries is Rawan Oya. Length of the main canal is 7.1 k.m. Cultivation area is 405 acres. While Paddy and Vegetables are being varieties. 1000 families would receive benefits from Udugoda Bandara Ela.

Gampolawela Raja Ela scheme having the water source of Ulapane is situated in Gangaihala Korale divisional secretariat. Length of the main Ela is 12.8 k.m. Cultivation area is 405 acres. 1000 families would received benefits from this scheme.

3.1 Administration Map



3.2 Basic Information

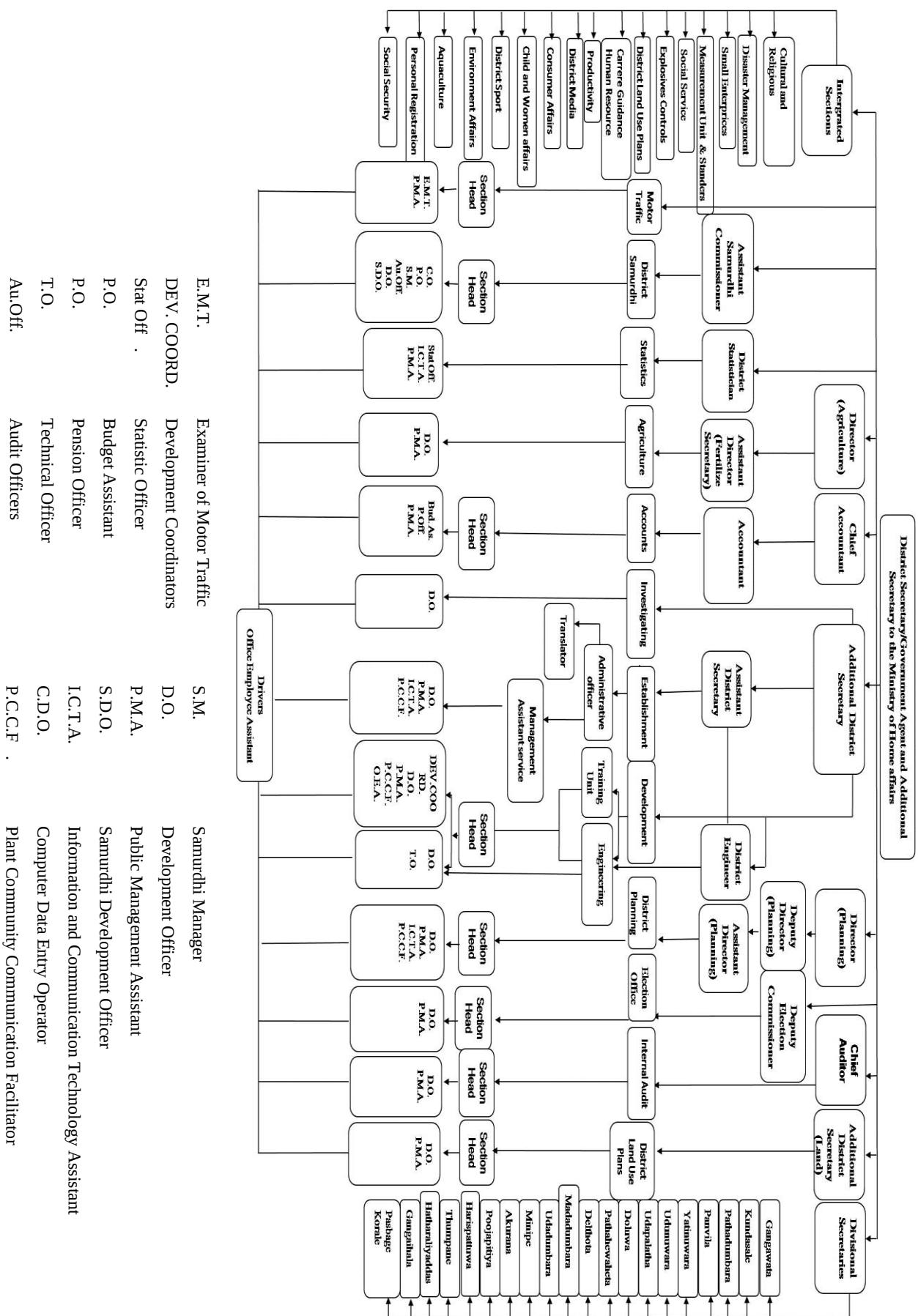


BASIC INFORMATION

• Total Land area (sq.km)	1940
• Province	Central
• District	Kandy
• Divisional Secretariat Divisions	20
• Grama Niladhari Divisions	1188
• Villages	2758
• Polling Divisions	13
• Municipal Councils	01
• Urban Councils	04
• Pradeshiya Sabha	17
• Zonal Education Offices	06
• Schools	642
• Teachers	15767
• Students	269771
• Members of Parliament	13
• Members of Provincial Council	29
• Members of Local Government Authorities	338
• Clergy	
Buddhist	3027
Hindu	44
Islam	301
Roman Catholic	283
Other Christian	45
• Population	
Census of Population & Housing - 2011	1369899
• Housing Units	342255
• Families	344681

Source:- Census & Statistic Department District Secretariat - Kandy
Designed by: District Monitoring Unit District Secretariat - Kandy

4. Organizational Chart



4.1 Approved Cadre

Category	Approved Cadre as Management Service Circular	Existing Cadre	Vacancies
Group A			
District Secretary (S.L.A.S)	01	01	
Group B			
Additional District Secretary (S.L.A.S)	01	01	
Assistant District Secretary (S.L.A.S)	01	01	
Chief Accountant (S.L.Acc.S)	01	01	
Chief Internal Auditor (S.L.Acc.S)	01	01	
Accountant (S.L.Acc.S)	01	01	
District Engineer (S.L.E.S)	01	01	
Administrative Officer	01	01	
Group C			
Translators	02	01	01
Budget Assistant	02	02	
Management Assistant	24	23	01
Development Coordinator	02	02	
Technical Officer (civil)	01	01	
Draftsman	01	01	
Data Entry Operators (Computer)	02	02	
Reception	01	01	
Group D			
Drivers	06	06	
Circuit Bungalow keeper	02	02	
Office Assistants	05	07	
Watcher	03	01	02
Labour	03	04	
Garden Labour	01	-	01
Sanitary Labour	02	02	
Total	65	63	05

4.2 Staff by sections

Section	Designation/Service	No of employees	Telephone Number
	Government Agent/District Secretary Mr.H.M. Gamini Senevirathna Additional District Secretary Mr. Sunanda Kariyapperuma. Assistant District Secretary Mrs.A.H.M. Indika Abeysinghe		0812222235 0812239241 0812239129
1.Establishment	1. Administrative officer Mr. R.A. Ajith Kumara 2. Translator 3. Management Assistant service 4. Development officer 5. Computer Data Entry Operator 6. Plantation Community 7. Receptionist 8. Office Employee Assistant 9. Driver 10. Watcher	01 02 10 03 01 02 01 05 06 02	0812224435
2. Accounts	1. Chief Accountant Mr. W.M. Wijerathna 2. Accountant 3. Budget Assistant 4. Pension officer 5. Finance Assistant 6. Management Assistant Service 7. Computer Data Entry operator 8. Office Employee Assistant	01 01 02 01 01 07 01 02	0812233604
3. Development	1. District Engineer – Mr. K.B. Karunanayka 2. Technical Officer 3. Draughtsman 4. Environment Officer 5. Development co-ordinator 6. Development Officer 7. Management Assistant Service 8. Plantation Community Communication Communicator 9. Office employee Assistant Service	01 02 01 01 02 05 03 01 02	0815626672 0812229129
4. Internal Audit	1. Chief Internal Auditor Mr. K.S.P. Gunasekara 2. Public Management Assistant 3. Development Officer	01 02 05	0812236762
5.District Planning	1. Director (Planning) Mr. P. Mudalige 2. Deputy Director 3. Assistant Director 4. Assistant Director (Super numeric) 5. Development Officer 6. Development Assistant	01 01 01 02 06 04	0812224079 0812201120

District Planning	7. Plan implementation Assistant 8. Management Assistant Service 9. Plantation Community Communication facilitator 10. Driver 11. Office Employee Assistant Service	01 04 02 02 01	
6.District Samurdhi	1. Assistant Samurdhi Commissioner Miss. W.M.T.O. Wijerathna 2. District co-ordinating officer 3. Supervising Officer 4. Supervising Manager 5. Management Assistant 6. Promotion Officer 7. Samurdhi Managers 8. Samurdhi Development Officer 9. Samurdhi Clerk 10. Samurdhi Office Employee Assistant 11. Driver <u>Samurdhi Audit Section</u> 1. Audit Manager 2. Internal Audit Officer	01 01 04 01 02 02 08 10 02 01 02 06 07	0812223603 0812233809
7. Statistics	1. District Statistician 2. Statistic Officer 3. Information Technology and Communication Assistant 4. Data Entry Operator 5. D.E.O./Code clerk 6. Management Assistant 7. Driver 8. Office Employee Assistant	01 03 01 01 02 01 01 01	0812223757
8. Cultural and Religious Activities	1. Cultural Officer 2. Cultural Development Assistant 3. Buddhist Affairs co-ordinator 4. National Integration Development Assistant 5. Development Officer (Hindu Cultural)	02 01 01 01 02	0812239241
9.Media	1. District Press Officer 2. Media Investigation Officer 3. Project Assistant	01 01 01	0812200149
10.Personal Registration	1. Management Assistant 2. Office Employee Assistant	02 01	0812234752
11.Motor Traffic	1. Examiner of Motor Traffic 2. Management Assistant 3. Development and Investigating Officers 4. Investigating Assistant 5. Development Assistant 6. Office Employee Assistant	05 05 02 03 06 01	0812237968
12. Social Services	1. Social Service Officer – Headquarters 2. Development Assistant (N.G.O.) 3. Development Officer	01 01 01	081-2826212

13. Social Security	1. District Co-ordinating Officer 2. Public Management Assistant 3. Office Employee Assistant	01 02 01	0812228387
14. Disaster Management	1. District Co-ordinator 2. Co-ordinating Assistant 3. Development Assistant – Disaster relief services 4. Public Management Assistant 5. Driver	01 04 01 01 01	081-2202697
15. Child and Women affairs	1. Assistant District Co-ordinator 2. Assistant District psycho Co-ordinator 3. Children Rights Development Officer 4. Pre-Childhood Development Officer 5. District Women Development Officer	01 01 01 01 01	
16. Consumer Affairs	1. District Head 2. Investigation Officers 3. Development Officers 4. Driver	01 12 01 01	0602826212
17. Measurement Units and standard Services	1. Officer in – Charge 2. Examining Officer 3. Development Officer 4. Assistant	01 03 02 02	0812239971
18. Agriculture	1. Assistant Director (Fertilize Secretary) 2. Development Officer	01 06	0602826212
19. Small Enterprises	1. Assistant Director(Super numeric) 2. Entrepreneurial Development Training officer 3. Program Assistant 4. Development Officer	02 02 01 01	0812229180
20. District Sport	1. District Sports Officer and Trainers	08	0602808515
21. Human Resource Development	1. Career Guidance officer 2. Human Resource Development Assistant	01 03	0812224678
22. Explosives Controls	1. Assistant Controller of Explosive 2. Management Assistant 3. Driver	01 01 01	0812222770
23. Productivity	1. Productivity Promotion Officer 2. Development Officer	02 02	
24. Investigating	1. Development Officer	05	
25. District Land Use Plans	1. District Land use Planning officer 2. Assistant Land Use Planning Officer 3. Land Use Planning Assistant 4. Draughtsman 5. Public Management Assistant 6. Office Employee Assistant 7. Driver	01 04 04 02 01 02 01	0812238830
26. Aquaculture	1. District Aquaculture Extension Officer 2. Aquaculture Extension Officer 3. Public Management Assistant 4. Office Employee Assistant 5. Driver	01 02 01 01 01	0812234816

5 Performance Of District Secretariat

5.1 General Administration

5.1.1 Establishment Division Activities.

Establishment activities relevant to the District Secretariat's whole staff and Divisional Secretariat's staff, reserving and maintenance activities of vehicles in district secretariat and divisional secretariats, controlling spaces and physical facilities of the district secretariat's premises, referring for paying water, electricity, telephone bills are being implemented by the establishment branch. It is needed to be done activities in compliance with establishment code, work procedure regulations and public administration circulars and acts.

Progress of Establishment Section Activities.

In 2013, recruitments, making permanent, promotions, transfers and retirement activities of combined service officers in district secretariat and divisional secretariats have been performed.

Serial No	Activities/Sub activity	Number
1	Activities relevant to appointments	28
2	Making permanent, recommending and sending	14
3	Giving recommendations relating leave	11
4	Recommending and sending promotions	17
5	Efficiency Bar test	51
6	Retirements	24

Establishment division updates and maintains performance report of all field officers. Under that arguments, mild term assessment, quantification in 126 performance reports. It has been approved to pay increments to all the officers who have qualified. The progress of updating performance reports, Paying increments and other activities related in last year state in following chart. Though the performance reports of staff officers other than divisional secretaries signed by the district secretariat, paying increments done by the same office.

Serial No	Activity	Number
1	Assessment and quantification of performances	126
2	Recommendations/approving of increments	87
3	Awarding pensions	02
4	Recommending to confirm the service	03
5	Sending appendix reports relevant to new appointments	17

Duties such as relevant to making confirmation, retirements, appointing Grama Niladharis for acting, reporting Grama Niladhari vacancies, foreign leave and duties relevant to Administrative Grama Niladhari have been done throughout the year.

Following chart shows those activities relevant to the year 2013

Serial No	Nature of the duty	Number
1	Activities relevant to confirmation of Grama Niladhari service	12
2	Activities relevant to efficiency bars	06
3	Activities relevant to retirements	72
4	Activities relevant to transfer documents	04
5	Grama Niladhari petitions	80
6	Activities relevant to formal disciplinary inquiries	12
7	Submitting progress to divisional secretary's conference	12
8	Appointing Grama Niladharis for acting	290
9	Grama Niladhari vacancy reports	04
10	Foreign leave	14
11	Activities relevant to Administrative Grama Niladhari transfers	14
12	Activities relevant to retirements of Administrative Grama Niladharis	01
13	Acting appointments for Administrative Grama Niladharis	04

There were 408 Grama Niladhari vacancies in last year in divisional Secretary's divisions level and the Ministry of public Administration and Home Affairs was conducted interviews for complete these vacancies. Establishment division organized the activities relevant to Kandy district.

Conducting divisional secretary's conference as better monitoring system has been a successful procedure to strengthen the divisional administration and to exchange performance targets and results among divisional secretariats in the district. Under that, 10 divisional secretary's conferences have been held last year. Then it is a very special fact to follow a methodology in correction of errors after discussing shortages project for good governance is a special Program implemented in 07 section of all divisional secretariats. Accordingly all the duties of all divisional secretariats in Kandy district have organized under following section.

Other important duties implemented by the section is reserving quarters, maintenance and controlling. There are 52 quarters belong to the district secretariat and following chart shows the particulars. A waiting list is maintained regarding giving quarters and recommendations given by a district housing committee comprised with additional district secretary, chief accountant and administrative officer. 05 housing committees held last year.

Serial No	Duty	Number
1	No. of Houses reserved	05
2	Requests made to get repaired quarters	22
3	Activities relating applications made requesting quarts	28
4	No. of cheques for rent of quarters banked	528
5	No. of appeals made requesting quarters	05
6	Activities relating removing trees dangerous to quarts	05
7	No. of housing committees conducted	05

73 railway warrants have been issued in last year. Actions have been taken to pay Bills for telephone, water, electricity charges and the total value is Rs.5,670,826.37. 3539 apprentice graduates recruited under graduate scheme have attached to various government institutions in last year. They were given permanents appointments as development officers in grade III 3419 of them recruited to permanent service in ministries and developments in central government while rest to the central province.

The establishment division had to perform so many activities engaged with this large no. of development officers in the year 2013 as shown below.

❖ Graduate transfer	80
❖ Field officer transfer	10
❖ Duty leave approval	50
❖ Field officer performance evaluations	44
❖ Increment recommendations/Getting approval	47

Giving property and distress loan under advance B account for public officers is co-ordinated by this division and 12 property loan applications recommended and sent to state banks. 65 officers have obtained distress loan. 11 requests relevant to reserving rooms of district secretariat received and planned the premises as to take optimum use Officers were employed for the provincial council election in 2013 and co-ordination activities done by the division. Similarly, the division facilitated 142 public officers to declare postal votes. Co-ordinated the activities relevant to the duty fields of registrar activities, economics census on persons who died and got injured Board of opium gathered at two times last year for issuing opium for indigenous doctors.

There are 48 official vehicles have given to district secretariat and divisional secretariats. In the year 2013, all these vehicles were insured under Sarvagrahi

insurance scheme of Sri Lanka insurance co-operation. The cost is Rs.3,018397.12. Activities relevant to management of official vehicles in last year shown as below.

Serial No	vehicle maintenance activity	Number
1	Vehicle repairing in District Secretariat	13
2	Vehicle services in District Secretariat	25
3	Vehicle insurance	48

4	Vehicle transfers	01
5	Emission test	02
6	Giving approval to personal use and ride official vehicles	05
7	Transfer of vehicles to other ministries	01
8	Activities relating vehicle accident	11

5.1.2 Activities of the District Media Unit

Giving information to People through media contribution to Social, economic, political, religious and cultural development in Kandy district is being a main objective.

Main duties of the District Media Unit

1. Issuing news announcements relating to development of the district.
2. Issuing announcements relating to decisions of district main meetings.
3. Organizing workshops, seminars relevant to communication.
4. Awareness of school mass media circles.

Activities of the District Media Unit – 2013

1. Issuing News announcements.
2. Media Co-ordinating activities.
3. Media Covering activities.
4. Issuing Siridalada Abhiwandana Souvenir concurrent to historical Esala Perahara.
5. Providing news to Government “Nilapuwath” Website.
6. Observing daily newspapers and directing news relevant to Kandy district to the Government Agents .
7. Updating District Secretariat’s website and acting relating to Website in divisional Secretariats.
8. Maintaining the library lending books and it’s development activities.
9. Conducting seminars on mass media education for students who are studying mass media in schools. (Kandy Vidyarthi College and Nugawela Central).
10. Media coverage for main national Programs, religious and cultural Programs and development Programs held in Kandy district in 2012
11. Sending a greeting cards on his/her birthday of district secretariat.
12. Photographing and videoing special Programs done by various section in the district secretariat in 2012.
13. Conducting an awareness workshop for journalist in Kandy district.
14. Special Programs and festival announcement activities conducted at the district secretariat.

15. All information needed to Kandy district telephone directory has obtained.
16. Media coverage for divisional secretary's conference held monthly.
17. "Siri Dalada Harasaraniya" the book written the sacred Tooth of Relic has been hand end over after proofreading.
18. Preparing a documentary regarding Kandy district Divisional Secretary's Conference.

5.1.3 Internal Audit Activities – 2013

Internal Audit Unit maintained in Kandy district secretariat was established as a separate section from august 2013.

Official Duties

Checking the internal control system exiting regarding establishment administrative, development and financial activities of district secretariat and 20 divisional secretariats affiliated to it under the District Secretariat (Accounting officer), recommending remedies for errors found (mistakes and shortcomings), avoiding frauds, Continuous survey and independent evaluation on regularity and quantitateness in internal inspection for getting revealing, giving assistance needed to effective good governance and better management of state resource are being the main duties of the internal audit section.

Likewise, finding matters according to orders of district secretary whenever necessary regarding complains and petitions submitted to other relevant section and district secretary by customers who are scattered in the district getting information and reporting, giving assistance needed for disciplinary activities and conducting and reporting preliminary investigations whenever necessary in compliance with regulations and anti methods revealed by internal control and other inspections also.

These internal auditing activities are being performed by internal auditors with the supervision of chief internal auditor under the direct control of accounting officers from 02.01.2013.

Serial No	Target Program/project/ activities	Target	No of performance	Reasons for considerable change between targets and progress if any
01	Internal auditing of district secretariat and divisional secretariats and reporting	21	16	Two officers obtained long-term leave, participating audit officers to training Programs, additional duties such as elections
02	Giving replies audit Quarries in the district secretariat and divisional secretariats	50	30	Only few number of audit quarries received
03	Checking paying vouchers, Sending audit quarries, calling for observations	21	16	Two officers obtained long-term leave, participating audit officers to training Programs, additional duties such as elections
04	Inspection according to order of the district secretary on petitions and complains received to district secretary conducting investigations and reporting	06	02	Decreasing complains
05	Conducting preliminary investigations regarding frauds and corruptions reveled internal audit and other inspections	02	02	Two other tests are being carried out

06	Giving needed information according to investigation of public Accounts committee to accounting report	01	01	
07	Participating to Divisional secretary's conferences and post inspection and sending reports regarding shortcomings observed at conferences	-	07	
08	Participating internal audit officers training Programs Main internal audit training Programs Training Programs for Development officers		03 03	
09	Auditing all Samurdhi banks, bank societies, Smurdhi headquarters belonged to Kandy district for verification of assets in Samurdhi authority and submitting reports to the Ministry of Finance	-		No of establishments is 133

5.1.4 District Audit and Management Committee

District Audit and Management Committee of Kandy District Secretariat was established according to public finance circulars PF/PE 7 dated 15.03.2000

Composition of the Committee.

- I. Chairman - Mr. Gamini Senevirathna, District Secretary/ Government Agent.
- II. Member - Mr. W.M. Wijerathna, Chief Accountant
- III. Member - Mr. D.M.N.T. Karunarathna, Divisional Secretary, Gangawata Korale.

Other Committee Members

- I. Director (Planning)
- II. Chief Internal Auditor
- III. Superintendent of Audit
- IV. Development Coordinator – 02
- V. Internal Audit Officers – 02

Role of Audit and Management Committees

- Preparing annual estimate and Procurement plan.
- Asset management and conducting board of surveys.
- Measuring Efficiency of control methods relating all administrative activities including establishment activities, financial, activities.
- Preparing of vehicle cost quarter reports and observing
- reconciliation of accounts
- Analyzing expenditure.
- Reviewing the duties of internal audit unit.
- Activities such as preparing annual performance report.

Progress of Conducting Audit and management committees – 2013

No. of audit and management Committees conducted in the year 2013	1 st quarter	2 nd quarter	3 rd quarter	4 th quarter	Total
	01	01	01	04	03

Special decisions taken at committee meetings and progress of implementing

Submitting cost quarter reports in repairing vehicles to the committee and observing them.	Being observed properly
Discussing decisions taken at staff meeting conducted in the year 2013	Held discussion on special decisions
Inquiring on the way of allocations of line ministries and departments	Discussed at the committee
Analyzing the expenditure	Submitting report of analysis to the committee and observing
Preparing a combined plan for future 03 years from the year 2013.	Completed
Preparing the performance and accounts report in 2012 to the parliament	Completed
Submitting information on meeting progress reviews conducted in divisional secretary's divisions level to the committee	Relevant information has obtained in divisional secretariats level
Progress relevant to annuals estimate in 2013	Investigating the progress
Annual procurement plan	Investigating the progress

5.1.5 District Disaster Management Activities – 2013

Serial No.	Program/Project	Number	Amount spent(Rs)	Venue /Institution
1	implementing disaster, mitigating projects	02	4,111,026.21 1,306,263.07	Developing Elakanda vilanagama main canal. Earthslide mitigating project in Nittawela Government Housing complex
2	Programmes of Preparedness and preparing plans. I. Program of preparing disaster management plans in district level. II. Preparing divisional disaster preparedness and responding plans Awareness. Programs on disaster Management III. Preparing of rural disaster management preparedness and plans. IV. Program of Preparing School management plans. V. Conducting dam protection rehearsals. VI. conducting landslide risk rehearsals.	01 04 05 02 04 03	56,837.00 64,984.75 19,385.00 - 87,633.00 27,740.00	Kandy district secretariat Delthota,Thumpane,Gangawatakorale,Hataraliyadda Udadumbara,yatinuwara, Pathahewaheta,Poojapitiya Pasbage Korale Udapalatha Delthota,Madadumbara, Udapalatha
3	Training and Awareness Programs I. Disaster management awareness Programs in district level. II. Disaster management awareness Programs in divisional level. III. Making aware of officers in local government level. IV. Making aware of public officers V. disaster management awareness Program in schools. VI. First aid camp management Programs.	01 02 01 02 02 02	17,232.00 30,783.00 17,650.00 41,452.50 26,564.50 34,635.25	Pallekale army head quarters Gangawata Koralaya,Udadumbara Kandy municipal council Udadumbara;Kandy education Zone Kandy education Zone,Dharmashoka Vidyalaya,Kandy Akurana,,army camp Pallekale
4.	Giving allocations for purchasing kitchen equipment sets.	05	503,625.00	Pasbage Koralaya,Pathahewaheta, Madadumbara,doluwa,Minipe

5	Distribution of dry rations for the people effects .	14	452,722.00	Madadumbara,Gangawatakoralaaya, Udapalatha,Pathadumabara, Poojapitiya,pathahewaheta,Doluwa, Yatinuwara,Galagedara,Udunuwara ,Minipe,Hatharaliyadda,Pasbage Koralaaya,Delthota
6	Distribution of drinking water for the people suffered by brought.	01	165,000.00	Minipe
7	Providing allocated death donations for the people affected by disaster.	09	165,000.00	Udapalatha,Pathadumabara, Kundasale,Poojapitiya, Yatinuwara, Mnipe,Hatharaliyadda,Pasbage Koralaaya,Delthota
8	Allocations for giving cooked foods for affected people.	07	495,814.25	Madadumbara,Gangawatakoralaaya, Udapalatha, ,pathahewaheta,Doluwa, Hatharaliyadda,Pasbage Koralaaya
9	Allocations for emergency disaster responses.	28	2,894,688.78	Akurana,Doluwa, Udadumbara,, Yatinuwara,Poojapitiya, Pathahewaheta,Kundasale,Delthota, Thumpane,Gangawata Koralaaya,Panwila,Pasbage Koralaaya,Udunuwara
10	Directing emergency operation unit for Dalada Perahara.	01	-	-
11	Co-ordinating of first - aid service needed for Nationl sports festival	01	-	-

5.1.6 Training and Human Resources Development Activities – 2013

5.1.6.1 Training Programs

Activities of this unit have been organized with the main aim of creating public officers who treat people respectfully and able to provide an efficient and effective service through development of knowledge attitudes and skills of them Identifying training needs of various grades in public service, implementing training Programs, post inspection and evaluation activities, directing officers for training Programs organized by various institutions, foreign training and scholarship activities, activities relevant to reserving circuit bungalows in Bahirawakanda Kandy belong to the Ministry of Public Administration and Home Affairs are being main activities of this section. There are to development co-ordinators have been attached to perform these activities.

25 training Programs conducted the year 2013 and 666 officers in various posts, staff and non-staff participated. Total amount spent is Rs.572,262.75. In organizing these training Programs, special attention was paid to the duty fields more close to the public.

Serial No	Name of the training course	No of courses conducted	No of officers participated	Expenditure (Rs.)
01	Basic computer training	02	24	44,215.00
02	Preparing vouchers and auditing activities related	01	68	11,625.00
03	Advance computer training	02	23	40,420.00
04	MS Power Point computer training	03	32	25,068.00
05	Public Finance Management training	01	102	73,520.00
06	CIGAS – window Base	01	38	168,776.00
07	Officers employee assistant training	01	24	15,570.00
08	Workshop on use and maintenance of officers equipment	01	24	15,570.00
09	MS Access	02	24	25,871.00
10	Open Source Software	02	20	24,684.25
11	CIGAS – Training workshop and seminar – for the year 2014	01	39	23,312.50
12	Page Maker/IN Designing	02	26	26,025.00
13	Training on Disciplining procedure(For Assistant Divisional Secretaries, Accounts, Administrative officers)	01	34	33,880.00
14	Establishment code, Financial regulations, officers Management (For apprentice development officers)	01	42	5,610.00

15	Project Management (For apprentice development officers)	01	42	10,275.00
16	Once day awareness workshop for accounts on preparing public accounts on accumulated basis	01	38	28,876.00
17	Awareness Program on action plan and filing (Field officers)	01	71	6,600.00
Total		25	666	572,262.75

We were able to organize those Program in 2013 as shown in the following chart. It is a victory received by us to train a large no. of officers directing for essential training Programs with maximum utilization of limited money in last year. It is a special matter to establish computer unit at public service Training Institute, Katugasthota in 2013 obtaining grants from the Ministry of public Administration and Home Affairs by giving the priority to upliftment of computers literacy of public officers whose training needs were identified. It was spent Rs. 1,625,000.00 for unit which is consist of 15 computers.

In addition to training Programs mentioned above 450 staff and non-staff officers directed to training of Sri Lanka Institute of Development Administration while 305 officers for trainings conducted by other government institutions.

Kandy circuits bungalow activities

Kandy circuits bungalow is situated in a beautiful mountain range at the foot of Bahirawakanda temple. This was opened on 2nd September 1999 and maintained under the Ministry of Public Administration and Home Affairs. Kandy city can be viewed beautifully from here. Income of Rs.101,900.00 has earned within 2013 by reserving rooms for public officers and pensioners. Room in the ground floor improved to be a room for special persons in the end of 2013. Allocated amount for purchasing furniture/equipment for the bungalows is Rs.300,086.00.

5.1.6.2 Human Resource and career Guidance Activities - 2013

Serial No	Program	Target No.	No. of performed	No of beneficiaries	Expenditure (Rs.)
1	Job clubs Program	06	06	180	124,200.00
2	Divisional job market	19	19	3920	14,000.00
3	Directing for jobs in private sector	01	01	75	19,200.00
4	Inducing for free jobs	01	01	30	11,460.00
5	Program of mobile phone repairing	01	01	30	23,500.00
6	Entrepreneurial development training program	02	02	60	41,100.00
7	Training on requirements	05	08	160	32,750.00
8	Awareness Programs for O/L students	95	95	3250	-
9	Awareness Programs for A/L students	57	57	2120	-
10	Inducing for self employments	05	05	150	8,750.00
11	Succeeding of professional challenges	04	04	120	28,200.00
12	Program for External degree candidates	01	01	50	27,550.00
13	District job market	01	01	625	25,000.00
14	Computer training Program	-	10	1400	-



Program of District job market
Held on 2013.07.13



Certificates Awarding ceremony relevant to
Computer training Program

5.1.6.3 Productivity Program – 2013

Productivity circle have been established as represent by various section and department in the district secretariat with the aim of maintaining productivity and getting new generative proposals. Main projects mentioned below have implemented by each circle in 2013.

Serial No	Name of the circle	Division	Projects implemented
01	Pragathi	Establishment	Preparing a computer Program for all formats kept in record room. Preparing a computer Program for the approval of overtime applications submitted from divisional secretariats.
02	Mulyashakthi	Accounts	Project of preparing a computer Program capable of giving the overtime approval to all divisional secretariats before due date project of preparing voucher in standard way.
03	Matali	Motor Traffic	Project to minimize the cancellation of applications for driving license and ledgering in correct manner by a method of expanding from beginning to end of the applications. Project in standardizing driving school.
04	Prathiba	Planning	Project in obtaining progress accurately and proper date by conducting monthly progress review meetings. Establishing Knowledge management unit at control room and project in preparing a methodology which can provide information to customers quickly by soft and printed media.
05	Apeksha	Samurdhi	Preparing a communication net within the Samurdhi section in Kandy district. Project in finding shortage in personal files of development officers serving in divisional secretariats.

06	Janani	Statistics	Project in inserting data file to a computer Program.
07	Kamsuru	Cultural National integration Buddhist Affairs	Preparing a book including information on scared places which are historically Important and Raja Maha Vihara situated in Kandy district.
08	SMART	Small Enterprises	Preparing a combined plan for selected 15 Business men and carrying forward the business.
09	Jeewana Pradeepa	Child Protection Social	Establishing District Child information centre.
10	Kalana Mithuru	Disaster, Disaster relief services	Preparing computer data system software of disaster management and disaster relief services.
11	Sahana	Consumer services	Project in minimizing shortages regarding products of minor scale industrialists. Awareness project for customers and business community.
12	Ranpatha	Personnel Registration	Project to minimize congestion in getting identity cards of O/L children by the end of the year.
13	Pramithi	Weigh, measurement and standard services	Non availability of a formal methodology for tertiary standards using in Measurement units standards and services section.
14	Thineth	Internal Audit unit	Project in formalizing of getting replies to audit inquires and needed information for internal audit, filing and future process.
15	Vimasum Kawayaya	Investigation on operation unit	Preparing flower pots using tyres thrown away.
16	Arunalu	Development	Preparing a data system including information of graduates who are expecting government jobs.

Similarly, do you know contest was conducted among all productivity circles with the aim of measuring knowledge on productivity concepts and Productivity tools of officers in Kandy district secretariat by the productivity unit.



“Do you know” contest conducted for officers in district secretariat.

District Secretariat’s auditorium on 02.07.2013

Productivity Programs in public and private sector, Schools, Community launched last year and information shown below.

Serial No	Program	Section						Total
		public	Private	Community	School	Other	Preschool	
01	5 S Concept	29	07	02	10	04	06	52
02	Quality circles	04	-	-	-	-	-	04
03	Awareness Programs for Kaizen entrepreneurs	-	02	-	-	-	-	02
04	5 S audit	05	-	-	-	-	-	05
05	Filed study	02	-	-	-	-	-	02
06	Police Army preliminary observations and audit	25						55
		30						

6. Statutory Activities and other Duties

6.1 Personal Registration Department affairs

A Sub office of personal registration department is being conducted by Kandy district secretariat. Objective of this department is to issue identity Cards efficiently and safely by registering Sri Lanka citizens who have completed 16 years in terms of personnel registration act, no 32 of 1968 and the amendment bearing no 11 of 1981.

Accordingly, issuing identity cards for school children and estate applicant in Kandy district is the main task of this department. Identity Cards are not issued by this office. Issuing applications and submitting to head office are being done

Progress in Personnel Registration Activities - 2013

NO	Month	Progress (P.R.D.)			Total
		P.R.D./V 01	P.R.D./V 07	P.R.D./V 08	
01	January	3261	3000	2240	8501
02	February	4894	1050	500	6444
03	March	10875	3390	5459	19724
04	April	3250	250	1000	4500
05	May	508	2250	1250	9008
06	June	1643	2250	1750	5643
07	July	2311	1000	2500	7811
08	August	500	-	1000	1500
09	September	1066	1000	1000	3066
10	October	287	250	750	1287
11	November	2947	2750	3550	9247
12	December	-	-	-	-
	Total	36542	17190	20999	74731

Progress in Forwarding Applications to the Head office in 2013

NO	Month	Progress		Total
		School	Estate	
01	January	107	03	110
02	February	203	04	207
03	March	288	-	288
04	April	391	02	393
05	May	1837	-	1837
06	June	2888	-	2888
07	July	2690	09	2699
08	August	1452	02	1454
09	September	1336	-	1336
10	October	950	03	953
11	November	493	-	493
12	December	116	08	122
	Total	12749	31	12780

6.2 Motor Traffic Activities

A District office of Department of Motor Traffic has been established in the District secretariat for implementing motor traffic activities in district level.

Following duties under motor traffic ordinance are being performed mainly by this section.

01. Accepting application for new driving licenses.
02. Conducting written test.
03. Giving a trainee driving license for applicants who have passed written tests and giving a date coming after three month for practical tests.
04. Referring to a practical test after three months and issuing a temporary driving license for applicants who pass the test.
05. Giving computer information relevant to driving licenses which have got erased.
06. Extending the validity period of driving license.
07. Issuing number plates relevant to registered .
08. Registering new motorcycles.
09. Issuing weight certificates after checking non registered vehicles.
10. Issuing identity certificates after checking vehicles according to the permission of commissioner of Motor Traffic.
11. Issuing weight certificates after checking registered vehicles according to the written permission of commissioner of Motor Traffic
12. Checking damaged vehicle running and issuing prohibition orders for unsuitable vehicles and removing orders after repair
13. Checking garages for issuing fitness certificates.
14. Testing skillfulness of driving at the time of recruiting drivers, extension of service efficiency bars.
15. Giving Recommendations for renewed of government vehicles.
16. Supervision of driving schools studied in the district and conducting training workshops.
17. Checking of changed vehicles which are being taken into custody by police and preparing Reports.
18. Checking vehicles relevant to accidents progress of Motor Traffic activities done with in the year 2013.

Progress of Motor Traffic activities done within the year 2013

Serial No:	Duty	Annual Target	No of performed	Financial Progress
01	Driving tests – Written	22175	15559	65,089,670.00
02	Driving test - Practical	17750	29786	-
03	Renewal Of driving licenses	15000	3543	4,143,700.00
04	Registration of motorcycles	140	-	-
05	Giving vehicle number plates	11000	9434	-
06	Issuing weight certificates	550	1140	540,077.00
07	Issuing identity certificates	525	192	76,875.00
08	Checking government vehicles	400	160	-
09	Prohibition orders	400	193	26,500.00
10	Road safety committees	24	19	-
11	Accident		1286	-
Total				69,876,822.00

6.3 Activities of Explosives Division

1) Progress in issuing explosives, Statutory/legal

- Explosive act, No. 21 of 1956
- Explosives orders 1979
- Explosives circulars dated 25.08.2010 and No. CS/7/Ex/1/38

Duties performed	Progress	
	Physical	Financial (Rs.)
1. Issuing permits for explosives	345	78,800.00
2. Issuing licenses for explosives production	06	3,250.00
3. Issuing licenses for the suppliers of explosives	13	21,500.00
4. Issuing licenses for importation of explosive	01	5,000.00
5. Issuing licenses for producing of fire-works	05	22,500.00
6. Issuing licenses of the supplier of fire-works	369	126,500.00
TOTAL		237,300.00

2). Gun Licenses

Duties performed	Progress	
	Physical	Financial Rs.
1. Sales of fire arms valued	785	155,900.00
2. Issuing watcher licenses	136	1,360.00
3. Issuing certificate of loosing	05	50.00
4. Issuing applications for new fire arms licenses	126	1,260.00
5. Calling up of applicants who have been applied for new firearms licenses for interviews.	26	-
1. Sales of fire arms valued	19	134,500.00
TOTAL		292,870.00

3.) Private Security agent licenses Statutory/legal

Duties performed	Progress	
	Physical	Financial
Registering Private security agencies	14	14,000.00

6.4 Consumer Authority Activities - 2013

This unit aims at protecting consumers from unfair trade activities according to consumer authority act no.04 of 2003 and proper care for consumer rights.

1. Market raids

raids	Filing action	Appeals	Case having future month	Penalties (Rs.)
2736	2172	220	344	8,829,300.00

2. Consumer Education and empowerment

Activity	
I. Establishing Consumer organizations	01
II.consumer education Programs (School/consumer)	16
III.Making aware of traders	20
IV.Awareness through media	45

3. Consumer relief and complains (written)

Activity	Number
I. New complains received by the District office	117
II.Complains directed by head office	12
III.Complains Completed by giving relief	116
IV.Complains directed to law section	13

ii. Complains received over the telephone and orally - 192

6.5 Measurements Units, Standards services activities



Progress of Measurement units, standard and services activities

Serial No.	Activities/ sub activities	Targets achieved	
		Units Total	Rs.
1.	Verification and sealing of weigh equipment of trade community in the district and earning income	58734	7796053.71
2.	Organizing raids and taking in to custody incorrect weigh and measure equipment, submitting to the judiciary, revenue, from fines.	90	126500.00
3.	Verification of emission testing equipment of such centers and getting income	248	395808.00
4.	Basic verification and sealing of imported and newly produced weigh equipment in Kandy, Matale, Nuwaraeliya, and Kegalle, districts.	29	23850.00
5.	Basic verification and sealing of imported and newly produced weigh equipment in Kandy, Matale, Nuwara Eliya and Kegalla districts.	31676	2078860.40
Total		90777	10,421,072.11

6.6 Environmental Activities - 2013

Divisional environment officers have been attached to every divisional secretariat with aiming the vision of establishing effective and clean environment fulfilling expectations of current and future generation in Sri Lanka. Environmental officer attached to district secretariat co-ordinates those activities.

Calling up committees in implementing district environmental laws, performing relevant activities, implementing Hantana Management committee under conserved area management are being main fields implementing here. 5 District Environmental law implementing committees and 8 Hantana Management committee meetings held last year. Special Programs have been implemented focusing this management committee for protecting Hantana area which is an environment sensitive zone. For re-marking limits in this area as suits to current need, a joint report was prepared with the participation of officers in all fields in 2013. A special Program in the name of environmental of hospitality for protecting environment in Kandy city and making aware of local and foreign people who visit for Annual Perahera Mangalya in Kandy historical Sri Dalada Maligawa were implemented in 2013. Following are the Programs implemented.

Serial No.	Program/Project	Number	Venue
1.	Commemorating world environment day	01	Vidyarthi Kandy
2.	“Deyata Sevana” National tree planting Program.	01	Rifel batta lion headquarters, Palkelele
3.	Committee in implementing district environmental laws	05	District Secretariat, Kandy
4	Hantana Management Committee	08	District Secretariat, Kandy

6. 7 Statistics Affairs 2013

Serial No.	Program	Target	Progress
1.	Labor Survey in Sri Lanka	2160 Housing Units	2160 Housing Units
2.	Survey on domestic Units Revenue expenditure	1200 Housing Units	1200 Housing Units
3.	Survey on domestic units Revenue expenditure	1200 Housing Units	1200 Housing Units
4.	Collecting Price		
	Group 1A (open market collecting retails price weekly	52 times	52 times
	Group 1 (open market- collecting retails price –twice a week	24 times	24 times
	Group 1 A (open market collecting retails price-once a month	12 times	12 times
	Group 1A (open market collecting retails price-once a quarter	4 times	4 times
5.	Price of the producer	20 D.S divisions	20 D.S divisions
6.	Collecting statistics on paddy/dry crops(P11/ H 11 report)	20 D.S divisions	20 D.S divisions
7.	Collecting statistics on animals such as cows, cocks (L 11 report)	20 D.S divisions	20 D.S divisions
8.	Survey on costs of coconut production	20 D.S divisions	20 D.S divisions
9.	Collecting Statistics on animals Slaughtered	17 P.S 1 M.C 4 U.C	17 P.S 1 M.C 4 U.C
10.	Collecting Statistics of buildings	17 P.S 1 M.C 4 U.C	17 P.S 1 M.C 4 U.C
11.	Collecting local government Statistics	17 P.S 1 M.C 4 U.C	17 P.S 1 M.C 4 U.C
12.	Survey on three months technical Productions	20 D.S divisions	20 D.S divisions
13.	Survey on annual Construction industries	20 D.S divisions	20 D.S divisions
14.	Economic census – Listing of industries, trade and services - 2013	20 D.S divisions	20 D.S divisions
15.	Census on human and property damages due to conflicts		

7. Social Services and Cultural

7.1 Cultural Development Affairs - 2013

Serial No	Program/Project/Activities	Venue	No benefits	Amount spent Rs.
1	Commencing office duties in new year giving priority to religious Customs	District Secretariat		
2	Sending greeting cards for the institutions which sent greetings wishing the new year	District Secretariat	500	10,000.00
3	Commemorating 65 th national Independence Day proudly	Bogambara stadium	3000	275,000.00
4	Conducting an entertainment Program for pregnant mother	Sri Sadhdharmarama ya, Thalatuoya, Pinnagolla	150	90,000.00
5	Organizing and holding New year Festival	Sylvester stadium Kandy	300	35,000.00
6	Conducting district competitions children art competitions at Variyapola Sri Sumangala Vidyalaya on 29.06.2013 and directing victorious arts to National level	Variyapola Sri Sumangala Vidyalaya	150	
7	Holding an arts entertainment Program	Dharmaraja College	500	75,000.00
8	Holding local foods promoting cultural Program	District Secretariat, Jointly with Gangawata Divisional Secretariat	250	20,000.00
9	Holding Kandy district inter art institute dancing competitions	Kandy Asgiriya Chandananda Buddhist college	1000	40,000.00
10	Workshop for heads of art institutes	E.L.Senanayaka children library auditorium	300	76,500.00
11	Literature festival was held	Udarata Art Association Hall		105,000.00

7.2 Religious Affairs - 2013

Serial No	Program/Project/Activities	Venue	No benefits	Amount spent Rs.
1	Fetching 600 female bhikkus to Araliyagaha Mandiraya	Colombo Temple trees	40	19,000.00
2	Organizing training Programs for Central Provincial Buddhist affairs Co-Ordinating officers/development assistants	Katugasthota public service Training Institute	66	54,720.00
3	Organizing activities of the office of head of region of Burma Sect	Hoorikaduwa Pirivena		
4	Initiative activities of Pali Language development course	Sri Rajasinghe Pothgul Viharaya	65	60,000.00
5	Organizing alms gathering with the participation of 260 Bhikkus to mark higher ordination of Shyamopali Nikaya	Kandy		
6	Winning groups of all Island Bhakthi Gee competition were participated to Ampara Deyata Kirula National Exhibition	Ampara		60,000.00
7	Organizing and holding New year Festival	Kandy Sylvester Stadium	300	
8	Organizing and holding children essay skills development Program for commemorating Shyamopali Maha Nikaya	Kandy Asgiri Maha Pirivena	45	1,500.00
9	Organizing and conducting Vesak lantern creation evaluating Program organized,jointly with Kandy District Secretariat and Media Unit of Sri Dalada Maligawa.	District Secretariat		
10	Conducting interviews for Daham Sarasaviya Diploma Course.	Kandy District secretariat	196	85,000.00
11	Dipositing treasure at Sandahiruseya being constructed in Anuradhapura.	Anuradhapura		
12	Organizing activities of Esala Maha Perahera.	Kandy		
13	Evaluating all Island children essay skills in Commemorating Shyamopali Maha Nikaya.	Polgolla Co-operative training institution	60	125,000.00
14	Organizing activities to select Basnayaka Nilame to Kandy Sri Maha Vishnu Devala	District Secretariat		
15	Conducting an awareness Program for students in Kandy district who are participated to all Island Dhamma School student skills evaluation Program.	Conference hall of Kandy Gangawata Korale Divisional Secretariat	40	
16	District Dhamma school student skills evaluating Program.	Sri Chandananda Buddhist College Kandy		
17	Conducting a special religious Program blessing his excellency the President.	Governor's office Kandy		
18	Organizing and conducting Pali examination.	Sri Rajasinghe Pothgul Maha Viharaya	40	1,620.00

7.3 District Social Service Affairs - 2013

Serial No	Description	No of Divisional Secretary Divisions implementing	No of beneficiaries	Amount (Rs)
1.	Paying of adult allowances.		13458	1,345,800.00
2.	Giving Self-employment assistance under the development of single parent families (Rs.10,000.00).	20	08	80,000.00
3.	Payment of living allowance for disabled.	04	680	24,480,000.00
4.	Giving of housing assistance.	20	11	2,750,000.00
5.	Giving of Self employment for disabled. (Rs.25,000.00)	04	24	600,000.00
6.	Establishing adult committee I. Rural committee in Central province II. Pradeshiya Bala Mandala III. Day care centres IV. District Bala Mandala V. Provincial Bala Mandala	08	01 01 05 01 01	

C.B.R. Program – 2013

Serial No.	Description	Number	No of D.S. divisions implementing	Expenditure (Rs.)
1.	Empowering of Swashakthi groups and parent groups.	128	20	600,000.00
2.	Commencing of rehabilitation at house level.	509	20	
3.	Pre-Schooling.	62	19	
4.	Normal Schooling.	26	08	
5.	Admitting to special Schools.	10	04	
6.	Directing for therapy services.	508	20	
7.	Directing for vocational training.	81	19	
8.	Directing for jobs.	04	03	
9.	Giving assistance for self-employment.	63	19	
10.	Giving assistance.	476	19	
11.	Giving housing assistance.	13	06	
12.	Conducting voluntary employee progress meetings.	80	20	
13.	Conducting operation committee meetings.	41	15	
14.	Conducting rural committee meeting	666	19	
15.	Awareness of officers	12	12	

7.4 Social Security Affairs - 2013

A Sub office for implementing social Security scheme is being maintained in Kandy district secretariat.

The Sri Lanka Social Security board which is implementing under the Ministry of Finance and planning is to provide an effective pension and Social Security to every citizen who are not entitled to a Pension and engaged in a security activity giving contribution to the development in the country.

It has emphasized in the welfare state Concept and public policies as well that every citizen should have a suitable home, living hood and social security for living freely and independently.

Satisfaction caused in mentally and Social of a person based on living in a suitable home and having a decided living hood basically impact towards qualitative and qualitative growth. Through that whole society becomes better. Similarly when any person who has given contribution to the development of the country and performed service on behalf of the country. He has been provided with a background of living without depending from other at the time of become senior citizen or weak.

Environment to the pension scheme, awarding pensions, paying full, half and death gratuity are being the main duties under Social Security scheme. Progress of activities done in last year shown as follows.

Social No.	Activity	No. of Performance	Financial value
1	Contributors recruited under social security pension scheme.	109	-
2	Awarding pensions	246	-
3	Payments off full/semi disabled allowances and death gratuities	11	294,991.00
	Total	366	294,991.00

7.5 Child Protection Affairs – 2013

Serial No.	Program/Project	No of projects	No of beneficiaries	Expenditure (Rs.)
1.	Making aware of civil organization members.	15		51,880.00
2.	Making aware of pregnant mothers, parents and family health service officers.	05	183	31,926.00
3.	Supervision of children homes.	20	-	-
4.	Psycho Social Programs.	06	-	50,625.00
5.	School child protection committees – Making aware of counseling teachers.	01	75	35,790.00
6.	Investigation of information on child abuse complains and psycho social mediation. ❖ No of complains directed. ❖ No of complains investigated.	130 97	- -	- -
7.	Creating a children friendly environment for school students.	01	5800	-
8.	Conducting district children development committees.	03	-	-



Conducting district children development committees

7.6 Pre Childhood Development Activities - 2013

Serial No.	Program/Project	Target group	No of beneficiaries	Expenditure (Rs.)
1.	Awareness on child protection, pre childhood protection and development.	* Public officers * young groups * School teachers	263	716,745.00
2.	Awareness on aesthetic and arts.	Preschool teachers	81	23,278.00
3.	Personality development of pre-school children.	Pre school teachers	75	-
4.	National pre-childhood protection and development weekly commemoration.		63	15,030.00
5.	Identifying oral diseases of Pre-school children.	Parents	174	10,790.00
6.	Distributing education equipment sets.	Pre school children	40 Pre school	40,000.00

7.7 Children Rights Development Activities – 2013

Serial No	Program	No. Of beneficiaries	Cost Rs.
01	Conducting 02 awareness Programs for parents regarding child insurance “Let’s strengthen wings of our butterflies”	246	15000. 00
02	Painting on walls of K/Mahamaya and K/Viaharamahadevi girls school in the theme of “world of children is for children only”		164,000. 00
03	Constructing a children park in Peradeniya Sirimavo Bandaranayaka special children hospital.		364,000. 00
04	Conducting two days leadership and personality development workshop for Kandy district children council.	130	400,000. 00
05	Making aware of the community via public call system on child development and child protection during Kandy Esala Perahera period.		228,000.00
06	Giving facilities including education equipment for street children		369,750. 00
07	Organizing 02 Program for commemorating world child day and participating children for national Program		20,000. 00
08	Organizing a Program at K/Mahamaya Girls college on behalf of commemorating the day of girl	350	41,250. 00
09	Assessing Program of rural structure for child insurance		21000.00
10	conducting district competition of inter children club short drama competition		86040. 00
11	Conducting 20 awareness, Programs on child protection for public officers in rural level	2000	300,000. 00
12	Conducting 19 Leadership and personality development Programs for divisional children council members	1900	180,000. 00
13	Conducting 11 mobile medical clinics for children who are in disadvantages condition	4000	800,000. 00
14	Conducting 18 Programs on protection and personality development for children who are in risky condition	650	150,000. 00
15	conducting 17 awareness Programs for parents on protection of children who in risky condition	600	140,000. 00
16	Giving assistance of Rs.250 for each children who are in risky condition	500	1500,000.00
17	Conducting 20 divisional Programs on child protection in the theme of “butterfly age with strong wings”	2000	200,000.00
18	Giving emergency disaster assistance for low income children	125	152,000.00
19	sponsoring for medical treatments for low income children	8	60,000.00
20	Giving assistance for twins births	21	165,000.00
21	Giving assistance for education activities under “Kapakaru Deguru” assistance scheme	128	462,600.00
22	16 awareness Programs for estate community on child protection		80,000.00
23	Giving education assistance for low income recipients	118	177,000.00
24	Giving nutrition assistance for children who are with under nutrition	7	60,000.00
25	Giving education assistance for children who are with low income and living in estate areas	524	786,000.00
26	For conducting 20 inter children club short drama divisional competitions		60,000.00
27	For encouraging word children day housing project	07	75,000.00
Total			4,026,600.00

7.8 District Women development Activities – 2013

Serial No	Program	No of Programs	No of beneficiaries	Amount (Rs.)
01	Evaluation of best entrepreneurial, best society, Bala Mandalaya	01	350	138,000.00
02	Divisional Women day ceremony	20	1000	100,000.00
03	Empowering estate women	10	415	500,000.00
04	Making aware of estate women	02	280	117,000.00
05	Program of sweets villages (At Kandy city center)	01	20	-
06	Directing women who are expecting foreign employment to self -employment opportunities	02	200	390,000.00
07	Home garden Program	01	30	40,850.00
08	Counseling training	01	68	565,000.00
09	Technical training Program	01	10	50,020.00
10	Survey for widows	50	20	-
11	Family counseling for estate families	03	73	20,000.00
12	Strengthening Bala Mandalaya	01	72	36,400.00
13	District accounts training	01	78	42,500.00
14	Making aware of low aged girls regarding being pregnant	01	46	26,300.00
15	Program of alleviating women violence	02	84	30,000.00



District Women day Celebrations - 2013.03.15

7.9 National Integration Affairs -2013

Serial No.	Program/Project/Activity	No of beneficiaries	Allocated amount (Rs.)	Amount spent (Rs.)
01	Conducting of Tamil language classes for public officers.	155		
02	Conducting of language association classes.	500		
03	Investigation workshop	500		
04	Relevant to social integration week.			
	I. Scholarship workshop	950	49,055.00	49,055.00
	II. Song for social integrity		58,656.00	58,656.00
	III. Social integrity development project		43,600.00	43,600.00
	IV. Law clinic and workshop	200	150,000.00	76,500.00
05	Conducting of language association examination.	366	76,500.00	30,000.00

7.10 Small Enterprises Development Affairs -2013

serial No.	Program	Target amount	No. of conducted	No of beneficiaries	Expenditure (Rs.)
1	Awareness Program.	21	12	990	85704.00
2	Business Maga Program.	06	09	370	157170.00
3	Management Programs.	03	02	82	42459.00
4	EDP selection.	-	01	32	8757.00
5	Marketing.	02	03	90	34389.50
6	Accounting Program.	01	02	83	52790.00
7	Productivity training.	01	01	39	31199.50
8	Preparing of business plans.	03	02	40	15000.00
9	Technical Training Programs.	03	08	376	276958.00
10	Packing.	-	01	26	11981.00
11	Trade Fair and Exhibitions	02	02	66	243496.00
12	Organizing of entrepreneurial associations.	02	02	205	14841.00
13	Post inspections.	08	11	385	72264.00
14	Checking of projects.	09	07	109	42272.00
15	Conducting business clinics.	01	01	123	87080.00
16	Mobile trade fair.	-	01	50	3950.00
17	Commencing new business.	45	63	-	-
18	Development of exiting business.	90	131	-	-
19	Counseling	180	156	-	-
	Giving loans		30		5010000.00
Total		377	445	3066	6189311.00

7.11 District Sports Development activities – 2013

Progress of Sports development activities done within last year shown below.

Serial No.	Program/Project	No of Sportsmen/ Sportswomen	No of programmes	Victories received
1.	Program of “Lowa Dinawana Kreedha Shakthi” – Nutrition allowance.	114		
2.	Establishment of District Secretariat’s pool.	18	11	
3.	Conducting district sports training Camp.	850	06 (Expenditure is Rs.254,006)	
4.	Progress in training activities.			
	A. Athletics	37	District Youth sports Festival Central Provincial Sports Festival Central Provincial Sports Festival Central Provincial Sports Festival District Youth sports Festival John Tarbet Junior Sports	Won 1 st , 2 nd , 3 rd places Bronze medal 02 Gold medal
	B. Netball	17	Mahaweli Sports National Milo Championship Austrial Asia Asian Youth Cup Inter Association Netball Competition National Athletics Nation cup	2 nd Runner Up Bronze medal Sri Lanka representation

	C. Judo	01	All Island school Amateur Judo tournament District Judo tournament	Silver medal
	D. Volleyball	02	Gangawata sports club competition Gangawata Youth clubs volleyball competition Kandy District inter divisional Secretary's division volleyball Competition Central provincial Rupavahini volleyball tournament	Championship 2 nd runner-up 2 nd runner-up 2 nd runner-up 2 nd runner-up 2 nd runner-up
	E. Weight lifting	31	Kings cup- Thailand commonwealth weight lifting championship XXXIX th National sports festival National Championship National Junior Championship	7 th place 2 nd , 3 rd places 1 st , 2 nd , 3 rd places Sri Lanka records 1 st , 2 nd , 3 rd places Sri Lanka records 1 st , 2 nd , places
	F. Football	08	Asian football junior pool Kreedha Shakthi district pool	National pool
	G. Rugger	75	Formal training for rugger games	Victories in central provincial

Other Programs done in the district

- Held a six member cricket tournament among productivity circles in District Secretariat.
- Organizing a New Year ceremony for staff and their children in the district secretariat.
- Conducting a medical clinic for officers who are participating for physical health unit constructed in the premises of district secretariat.



Occasions of medical clinic

- Organizing an awareness Program regarding ‘Banded Substances’ in collaborated with sports medical unit for sportsmen, women and coaches.
- Organizing a sports festival for government officers in the district.



Arrival of invitees



Awarding Certificates by
Director General Of Sports



Awarding championship by the
District Secretary

- Holding a felicitation ceremony for sportsmen and coaches who are with special talents.

8. Development Activities

8.1 Construction activities of District Secretariat and divisional Secretariats - 2013

Construction and improving activities of divisional secretariats in Kandy district, repairing and improving district secretariat's building and quarters belong to district secretariats and giving instruction relevant to constructions of these institutions are being main roles of this engineering unit. Under this, preparation, implementation relevant to constructions, preparing estimates, monitoring and supervise of constructions, recommending of relevant payments are being done.

Among the Programs implemented last year, constructions of buildings under direct control of district secretariat can be seen, It is a great victory received by us to commence works for constructing a three Storied auditorium comprised with modern facilities. One staff grade quarters has completed and first stage of other house was completed successfully.

Activity	Allocated amount (Rs.)
Constructions of the auditorium	32,000,000.00
Constructions of staff officer quarters (Chief Account)	4,532,000.00
Constructions of staff officer quarters (District engineer)	2,534,000.00

Constructing divisional secretariat's building is a main activity among constructions implemented in the year 2013 by the district engineering unit. Under this Rs. 46.432.000.00 has spent for 11 constructions in 08 divisional secretariats. For this in addition to the staff of the district secretariat, technical officers who are working in the divisional secretariats assisted to close supervision.

Pathadumbara divisional secretariat's building is totally finished stage relevant to 2013 has been completed as capable of maintaining duties in 04 divisional secretariat's buildings. Particulars relevant to constructions shown as below.

Constructions of Divisional Secretariats	Nature of the constructions	Allocated amount (Rs.)
Divisional Secretariat's building - Thumpane	Completing the works of New two storied building	4,324,000.00
Divisional Secretariat's building - Udunuwara	Remaining portion of new building (Stage V)	2,772,000.00
Divisional Secretariat's building - Kundasale	Remaining portion of new building (Stage IV)	9,255,000.00
Divisional Secretariat's building - Minipe	Remaining portion Of the new building (Stage IV)	7,529,000.00
Divisional Secretariat's building - Hatharaliyadda	Remaining portion Of the new building (Stage III)	4,611,000.00
Divisional Secretariat's building - Panwila	New building (Stage I)	8,444,000.00
Divisional Secretariat's building - pathadumbara	Completing the works of new building	5,364,000.00
Divisional Secretariat's building - Kunadasale	Completing the works of new building	1,556,000.00
Divisional Secretariat's building - Haripattuwa	Completing the works of new building	782,000.00
Divisional Secretariat's building - pathadumbara	Construction of safety wall	625,000.00
Divisional Secretariat's building -Udunuwara	Remaining portion of the new building (Stage VI)	1,170,000.00

A several No. Of repairing and improvements done throughout the year Following are the quarters improved.

Improving and repairing quarters	Nature of the constructions	Allocated amount (Rs.)
Improving the District Secretary's quarters	Minor repairs	466,386.35
Repairing the quarters 12/20	Minor repairs	294,823.44
Repairing the quarters 5/2	Minor repairs	81,696.65
Repairing the quarters 7/20	Minor repairs	107,469.78
Repairing the quarters 20/12	Minor repairs	115,260.34
Repairing the quarters 12/17,12/17A,12/15 head quarters	Minor repairs	143,625.47
Repairing the quarters 30/8	Minor repairs	122,613.90
Repairing the quarters 30/11	Minor repairs	156,335.66
Repairing the quarters 20/13	Minor repairs	382,527.92
Repairing the quarters 150/19 A	Minor repairs	108,802.79
Repairing the quarters 150/19	Minor repairs	9,027.16
Repairing the quarters 73	Minor repairs	247,240.16

A number of internal constructions and modernization activities in district secretariat's premises has completed. Under this, first floor was completely modernized spending Rs. 1,410,193.00 corridor was totally tiled. Total improvements in the district secretariat's building mentioned below.

Improvements and repairing of District Secretariat's building	Nature of the constructions	Allocated amount (Rs.)
Repairing the roof of District Secretariat's building .	Minor repairs	400,173.00
Improving the development section.	Minor improvements	319,435.00
Improving the first floor of the District Secretariat's building.	Tiling the floor	1,410,193.00
Improving the control room.	Minor improvements	64,223.00
Improving the Internal Audit section.	Minor improvements	127,586.00
Improving a lavatory system in District Secretariat.	Minor repairs	40,105.00
Improving the lavatory system adjoining to Accountant's office room.	Minor repairs	176,138.00
Repairing the water pipe system of the District Secretariat.	Minor improvements	651,991.00
Improving the physics health unit.	Minor improvements	48,025.00
Establishing internal telecom system	Re-establishment of the system	461,655.00
Tiling the steps of the office building	Improvements	194,995.00

Constructions and improvements in several institutions affiliated and exterior to district secretariat. were done in last year and shown in the following table.

Constructions in the institutions other than the district secretariat	Nature of the constructions	Allocated amount (Rs.)
Constructions of the bunts Vilana Udagama paddy field.	Construction of safety walls	2,000,000.00
Construction of the bunts of Vilana Pahalagama paddy field.	Construction of safety walls	1,500,000.00
Converting Pallekele land use old office to a circuit bungalow.	Motorizing and improvements	2,000,000.00
Minimizing risk in Nelligala area in Yatinuwara divisional secretary's division.	Removing risky stones	975,000.00
Improving the department of Motor Traffic in Kandy district.	Improvements	1,000,000.00
Improving the department of elections in Kandy district.	Improvements	230,000.00
Improving of Kandy district mass media co-ordinating.	Improvements	648,000.00
Improve of Kandy Avanhala.	Improving the roof	990,000.00
Repairing the quarters of Assistant Commissioner of election.	Minor repairs	134,000.00
Modernizing the Police Stadium.	Modernizing and improvements	730,000.00
Modernizing of Peradeniya children hospital's park.	Modernizing and improving	210,000.00
Repairing of the school for blind,dumb and deaf in Dodanwala.	Repairs and Improvements	2,230,000.00
Repairing the quarters of Kandy additional district judge.	Repairs and improvements	1,750,000.00

Constructions or improvements activities couldn't complete due to various reasons but Engineering unit of Development division in the district secretariat was able to organize Preliminary activities. Time, Knowledge and labor had to spent while performing above duties. Following are the in completed projects.

Uncompleted activities	Nature of the constructions	Allocated amount (Rs.)
Construction of goods stall and showroom in Udunuwara Divisional Secretary's division.	Prepared plans and estimates	4,000,000.00
Modernizing and improving of Galagedara culture centers.	Modernizing and improving	13,700,000.00
Repairing of Kandy inland revenue department	Prepared estimates	3,150,000.00
Modernizing the district judiciary office.	Prepared estimates	5,000,000.00
Repairing of Kandy valuation department.	Prepared estimates	456,000.00
Construction of a retaining wall in Wariyapola Sri	Prepared estimates	1,200,000.00
Sumangala Mawatha Repairing of Udarata Arts Association hall.	Prepared estimates	6,000,000.00
Improving the Establishment section	Prepared estimates	210,000.00
Construction of safety wall in the district secretary's quarters.	Prepared estimates	485,000.00
Pathahewaheta Divisional secretariat's building.	Prepared plans and estimates	24,840,000.00
Deltota Divisional secretariat's building.	-	40,000,000.00
Yatinuwara divisional secretariat's building	-	56,920,000.00
improvements of blind, dump and deaf school at Dodamwala	Repairs and improvements	2,230,000.00
Doluwa divisional secretariat's building	Prepared plans and estimates	15,825,000.00
Ududumbara divisional secretariat's	Prepared plans and estimates	22,620,000.00
Repairing the quarters 2B	Prepared plans and estimates	53,000.00
Repairing the quarters 2A	Prepared plans and estimates	70,000.00
Repairing the quarters 387	Prepared plans and estimates	125,000.00

Solving problems in projects done by divisional secretariats.

Problems arose in implementing projects in divisional secretariats was referred to district engineering unit and problems solved shown below.

divisional secretariats	Solving issues of projects
Udadumbara divisional secretariat	Developing the concrete roads
Hatharaliyadda divisional secretariat	Completing the requirements of new administration building
Yatinuwara divisional secretariat	Construction of side wall of Pelawa, Ihala Meda Paluwatta
Yatinuwara divisional secretariat	Developing Karuwalawatta concrete road
Yatinuwara divisional secretariat	Construction of Dodamwala Pahala Diyakelanaualala bridge
Minipe divisional secretariat	Batumulla drinking water scheme
Minipe divisional secretariat	Weraganthota drinking water scheme
Pathahewaheta divisional secretariat	Construction of 1 st floor of Bolopa Samurdhi Bank Society building
Udunuwara divisional secretariat	Inspecting the premises situated at Nikahetiya Samurdhi bank society building

Price committee

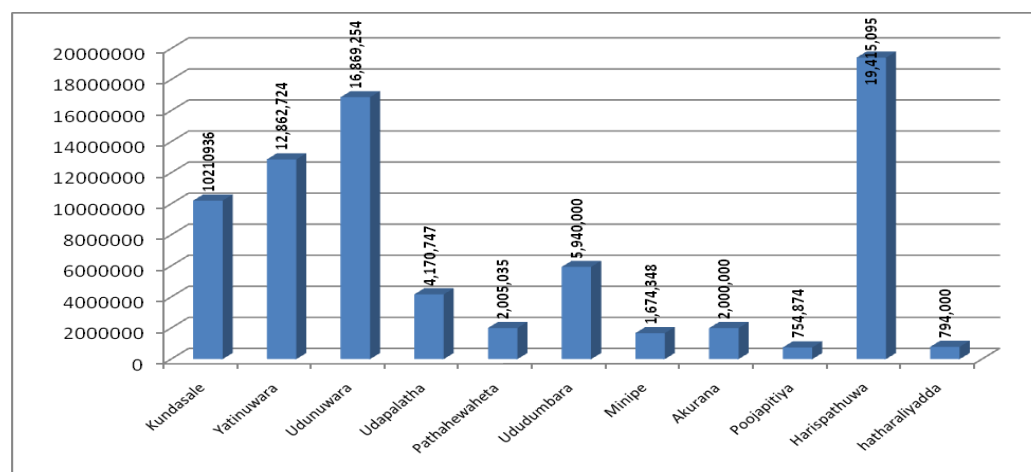
Price Committee is being implemented on behalf of deciding prices for construction materials in each year. In the year 2013 price committee was conducted twice in first and second half in the year 2013 by the chairmanship of the district secretary. Representative from divisional secretariats and other construction divisions in central province are participated to this price committee. Estimate are prepared for that time periods using prices such as material price, transport price unanimously desired.

8.2 District Investment Program - 2013

01. Gama Neguma 'EK Gamakata Ek Wedak' National Development Program (continuous project – 2012)

Se. No	No. of divisions	No. of Continuous Projects	Estimated Amount Rs.	No. of Projects completed	Expenditure Rs.
01	11	97	97,000,000	90	63,974,554

Gama Neguma 'EK Gamakata Ek Wedak' Development Program -2013 (Continuous amount for the year - 2013)

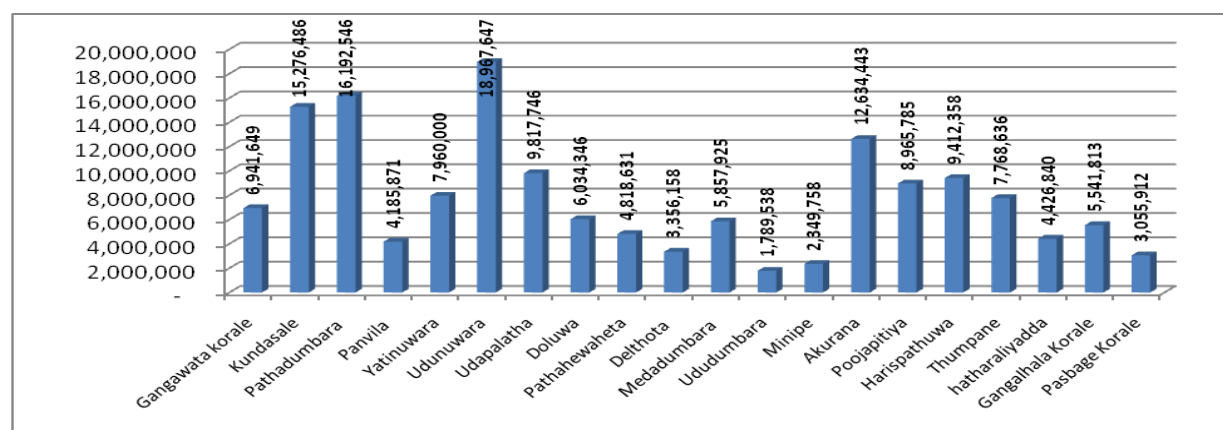


02. Kandurata Udanaya Development Program – 2013

Se. No	No. of divisions	Total Number of Projects	Estimated Amount Rs.	No. of Projects completed	Expenditure Rs.
1	20	821	197,239,000	815	165,354,088

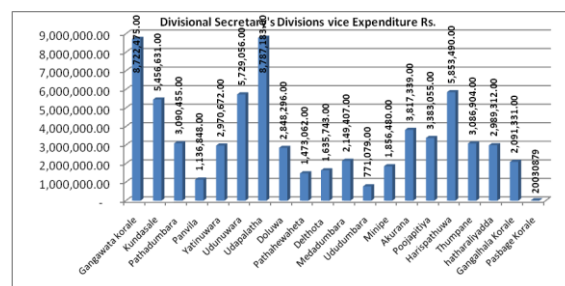
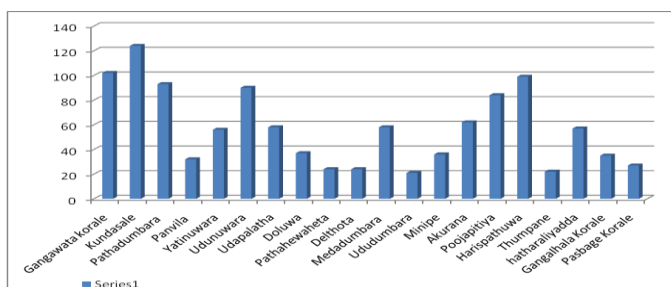
Kandurata Udanaya Development Program – 2013

Divisions vices expenditure - 2013



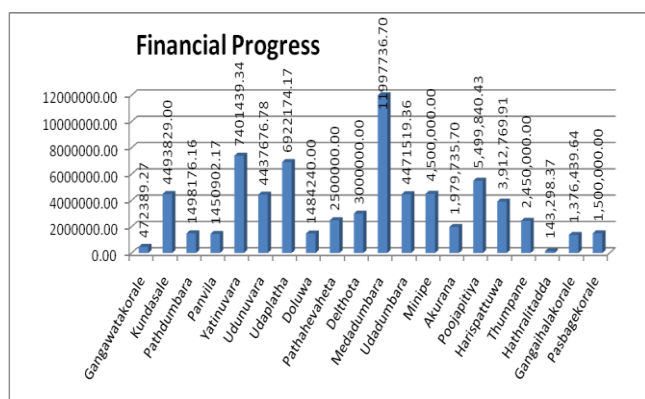
03. Decentralized budget Program

Se. No	No. of total projects	Allocated amount Rs.	No. of Projects completed	Total Expenditure Rs.
1	1141	72,174,482	1140	69,379,695

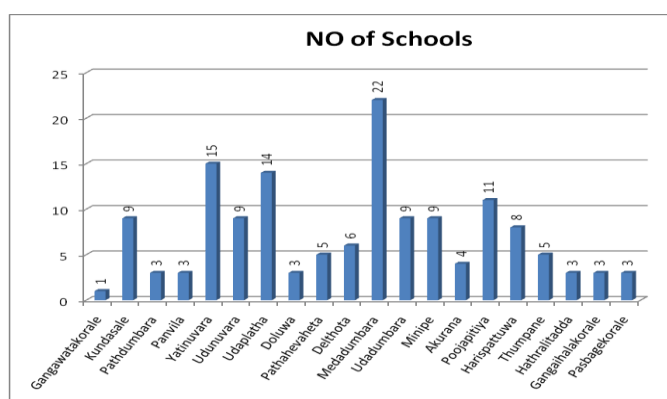


04. National Program In Recreating 5000 Primary Schools – 2013

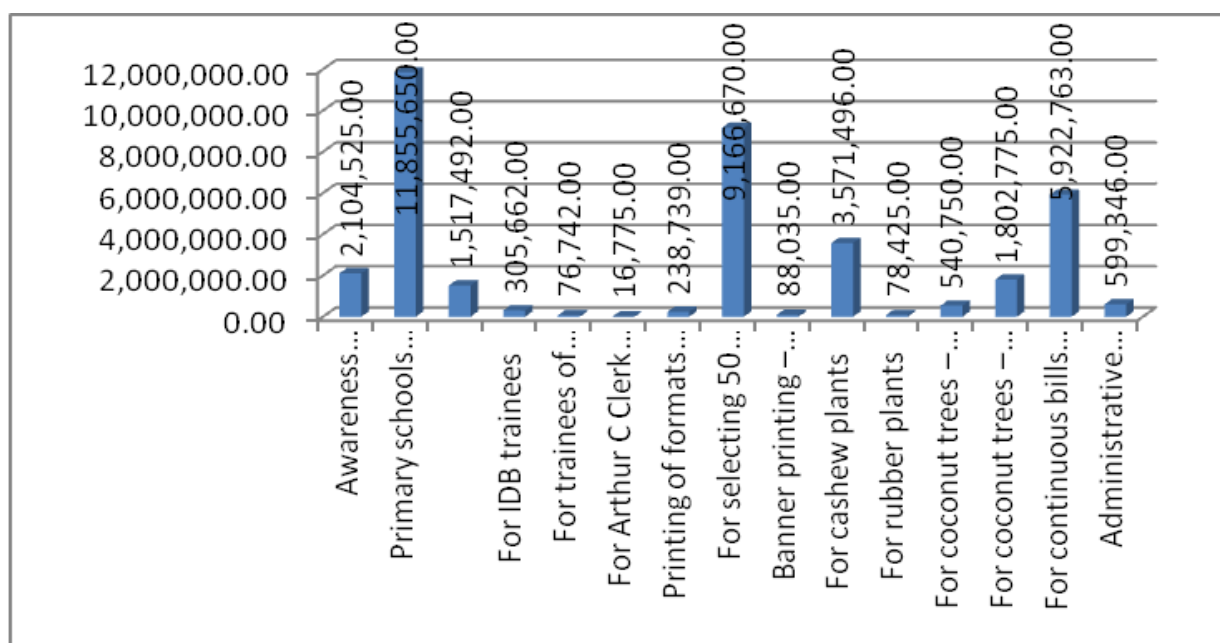
Se. No	No. of total Schools	Allocated amount Rs.	No. of Projects completed	Total Expenditure Rs.
1	145	72,500,000	145	71,779,166



5. Divi Naguma National Program 2013

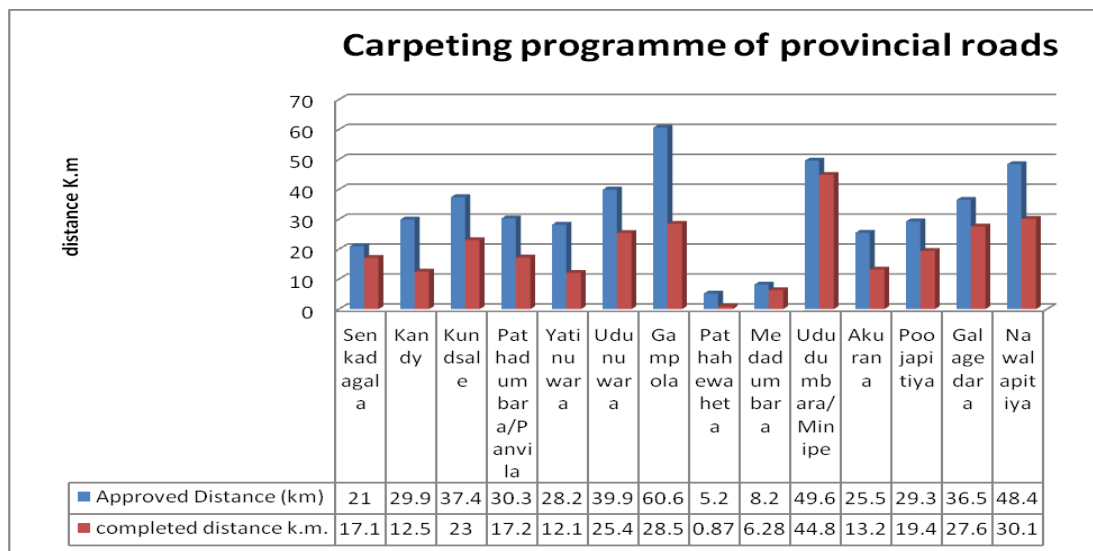


Serial No	Description	Allocations given	Expenditure Rs.Mill.
1	Awareness Program of alleviating poverty	2,261,200	2,104,525.00
2	Primary schools and planting trees for Sinhala New Year	12,370,000	11,855,650.00
3	Receiving Vidata allocations	2,260,000	1,517,492.00
4	For IDB trainees	735,603	305,662.00
5	For trainees of National Craft Council	174,207	76,742.00
6	For Arthur C Clerk trainees	100,000	16,775.00
7	Printing of formats for selecting 50 poor families	284,880	238,739.00
8	For selecting 50 poor families	15,065,336	9,166,670.00
9	Banner printing – stage V	150,000	88,035.00
10	For cashew plants	14,295,870	3,571,496.00
11	For rubber plants	83,295	78,425.00
12	For coconut trees – Stage V	592,500	540,750.00
13	For coconut trees – continuous in 2012	2,294,925	1,802,775.00
14	For continuous bills 2012	6,090,191	5,922,763.00
15	Administrative expenditure	600,000	599,346.00



06. Carpeting Program of provincial roads

Serial No	Estimated amount Rs.	Approved distance K.m	completed distance k.m.	Financial progress Rs.
1	9,883,079,840.00	450.32	278.71	5,367,126,889



8.3 District Samurdhi Development Activities - 2013

No. of Samurdhi beneficiary families	90533
No. of Samurdhi development officers	1860
No. of Samurdhi Managers	176
No. of Samurdhi Bank Societies	91
No. of Samurdhi “Maha sangamas”	20

Samurdhi Assistance Program

Index No	Type of Allowance	Number	Amount (Rs.Million)
01	Samurdhi Allowance	1003302	663.3
02	Nutrition allowance	25089	16.21
Total		1028391	679.51

Progress of Samurdhi Bank Society Saving

Serial No	Type of Deposit	Number	Amount (Rs.)
01	Shares	215053	420,176.00
02	Member deposits	208365	759,813.00
03	Children deposits	99901	199,925.00
04	Diriya Matha deposits	88918	154,315.00
05	Non member deposits	34040	138,975.00
06	Group	26059	435,501.00
07	Compulsory savings	140892	1,315,985.00
08	Sisuraka	10569	16,758.00
Total		823797	3,441,148.00

Samurdhi Development Activities

Serial No	Target Program/project/ activity	No of performance	Venue	Beneficiaries	Amount Spent (Rs. Million)
01	Living hood development Program (circular found)	968	20 D.S division	968	33.3
02	Social security Program	8678	20 D.S division	8678	37.0
03	Social development Program (construction of Diriya Piyasa houses	31	20 D.S division	31	2.2
04	Housing lottery Program	237	20 D.S division	237	35.55
05	Samurdhi Bank society loan Program	91	91 Samurdhi banks	92782	3441 Loan investments

8.4 Agriculture Affairs - 2013

Progress of Agricultural Programs Co-ordinate by the Agricultural Unit of Kandy District Secretariat Shown below.

District Agriculture Activities

Serial No	Program/Project	Allocated amount (Rs.Million)	Progress		No of beneficiaries
			Physical	Finance (Rs.)	
01	Production of carbonic fertilizers	0.75	8000 M.T	0.340537	4000
02	Popularizing traditional paddy cultivation	0.76	8540.81 Kg	0.615373	24 D.A.S.B.
03	Commercial farm	1.543	Farmers selected	-	05
04	Kiri ala cultivation for export	5.1	Farmers selected	0.53	60
05	Yong agri entrepreneurial Program	0.235	Farmers selected	0.01178	34

Distribution of fertilizers on assistance for Maha season 2013/2014

Quantity obtained (M.T.)			Quantity issued (M.T)			Balance Quantity (M.T.)		
Uria	T.S.P.	M.O.P.	Uria	T.S.P.	M.O.P.	Uria	T.S.P.	M.O.P.
1199.5	348.2	380.25	769.74	218.76	243.53	132.5	948.6	32.9

8.5 District Land Use Planning Activities - 2013

Progress of Programs done according to the annual plan with the aim of creating a more better management of land resources by district land use plans in the year 2013 mentioned in the below.

Serial No	Program	No of projects	Venue	Expenditure (Rs.)
01	Preparing divisional land use plans according to five year plan	20	20 D.S.D.S.	50,000.00
02	Rural land use planning models	04	04 D.S.D.S.	400,000.00
03	Rural land use planning models – 2 nd stage	04	04 D.S.D.S.	40,000.00
04	Rehabilitation of land waned	04	04 D.S.D.S.	200,000.00
05	Land use planning models in block level	04	04 D.S.	200,000.00
06	Aware of school children/community on use of land	32	12 schools 20 G.N.D.S.	96,000.00
07	Conducting divisional land use planning committees	20	-	30,000.00
08	Conducting district land use planning committees	06	-	7,650.00
09	Land investigations	43	-	-
10	Preparing of district land use planning map		20 D.S.D.S.	-



Making of Rural land use planning models

8.6 Details of the payments made under the line Ministries and Other Department

Ministry/Department	Head	Capital	Recurrent
Office of the Prime Minister	2	-	-
Min. of Buddha Sasana & Religious Affairs	101	12,717,225.98	-
Min. of Finance & Planning	102	-	238,268.84
Min.of Deference & Urban Development	103	-	99,114.50
Min.of Economic Development	105	1,785,651,213.47	317,828,405.46
Min.of Disaster Management	106	14,686,630.00	5,614,116.13
Min.of Justice	110	-	11,504,065.50
Min.of Cooperatives & Internal Trade	116	-	564,314.93
Min.of Highways	117	94,817.98	-
Min. of Agriculture	118	1,599,820.91	11,688,723.32
Min.of Child Development & Women's Affairs	120	3,820,220.30	24,032,807.21
Min.of Public Administration & Home Affairs	121	5,706,828.30	1,260,956.07
Min.of Social Services	124	1,388,836.64	139,883,510.64
Min.of Technology & Research	133	1,804,532.11	3,341,588.18
Min.of National Languages & Social Integration	134	584,695.00	42,000.00
Min.of Irrigation & Water Resources Mgt.	152	1,477,567.14	182,123.45
Min.of Land & Land Development	153	11,456,476.72	5,472,453.50
Min.of Youth Affairs & Skills Development	156	1,308,128.23	508,357.84
Min of Environment	160	1,047,137.50	-
Min of public Mgt Reforms	173	-	-
Min of Cultural & The Arts	177	5,506,747.16	-
Min of Agrarian Services & Wild Life	179	-	182,115.00
Min.of Productivity Promotion	181	-	6,600,016.63
Min.of Foreign Employment Promotion & Welfare	182	344,890.00	10,561,429.94
Min.of Public Relations & Public Affairs	183	3,310,309.72	-
Dep.of Buddhist Affairs	201	4,253,071.35	16,873,413.29
Dep.of Hindu Religious and Cultural Affairs	204	1,800,735.23	-
Dep.of Cultural Affairs	206	-	632,672.50
Dep. Of Information	210	-	8,000.00
Dep.of Social Services	216	866,269.43	12,089,343.72
Dep.of Probation & Child Care Services	217	42,860.00	13,302,600.58
Dep.of Commissioner General of Samurdhi	218	24,800.00	977,187,724.50
Dep.of Sports Development	219	4,193,650.38	38,000.00
Dep.of Registration of Persons	227	7,459,847.50	-
Courts Administration	228	3,846,952.62	-
Dep.of Census & Statistics	252	11,423,156.71	1,251,658.83
Dep.of Pensions	253	-	833,985,721.01
Dep. Of Registrar General	254	-	2,331,932.79
Dep. of Agriculture	285	175,616.00	1,556,401.01
Dep. of Land commissioner General's	286	7,700.00	-
Dep. of Mortar Traffic	307	1,038,704.91	623,618.18
Dep. Of Land Use Policy Planning	327	3,012,045.30	7,221,021.01
Dep. Of Man Power & Employment	328	553,320.00	751,147.21