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වාර්ෂික කාර්ය සාධන වාර්තාව හා ගිණුම්

වර්ෂ 2013

பொது நிர்வாக உள்நாட்டு அலுவல்கள் அமைச்சு

மாவட்டச் செயலகம் - பொலன்னறுவை

செலவினத் தலைப்பு 275

வருடாந்த செயற்றிறன் அறிக்கைகளும் கணக்குகளும்

ஆண்டு 2013

Ministry of Public Administration & Home Affairs

District Secretariat – Polonnaruwa

Vote No. 275

Annual Performance Report & Accounts

Year 2013

Introduction

The annual performance report of Polonnaruwa District Secretariat for year 2013 is hereby Submitted in terms of the section 2:4 of the Public Finance Circular No: 402 of 12.09.2002

This report has been prepared to prove the Performance by analyzing data and information of finance and other functions of District and 07 Divisional Secretariats of the District.

On .04.2013	Nimal Abeysiri
At District Secretariat,	Government Agent/District Secretary
Polonnaruwa	Polonnaruwa Administrative District.

Vision

To become the most affluent district in Sri Lanka

Mission

Our mission is to operate and coordinate of institutes and resources productively to fulfill the needs of the people effectively, efficiently and fairly in an amiable manner to ensure a sustainable development in the district..

District Administration

OUR SERVICES

- Acting as the district representative of the government.
- Coordinating government departments and institutions.
- Implementing district development plan through district coordinating committee.
- Allocating funds for District and Divisional administrative development affairs and controlling finance.
- Updating voters registries in the Polonnaruwa district and issuing respective certificates.
- Conducting elections noticed by the government.
- Conducting national & district level festivals.
- Determining district prices and implementing disaster and welfare, forest resources, environment, housing constructions, insurance, land use and agricultural development committees.
- Coordinating affairs related to Samurdhi programme with divisional secretariats.
- Training and guiding of small enterprises development programme.
- Certifying and maintaining of measurement instrument under due standards.
- Coordinating the registration of land deeds, births, deaths & marriages.
- Implementing provisions of Consumer Protection Act.
- Issuing driving licenses and implementing provisions of motor vehicle ordinance..
- Co-ordinating pensions programme.
- Career Guidance Activities
- Awereness of productivity improvement.
- Updating statistics of various fields in the district.
- Issuing permits for fire arms, explosives and timber information.
- Establishment activities of the officers of District and Divisional secretariats.
- Administrative affairs of officers of district and divisional secretariats.

I. Fulfillment of responsibilities and powers vested in form of statutory Acts .

II. Implementation of major development programmes and projects (Samurdhi and decentralized budget programmes) in accordance with the rules and regulations and directions of the Government.

III. Coordinating, implementing and directing development programmes and administrative activities required for the improvement of people by all public institutions and non Governmental organizations of the District.

IV. Act as the District representative of the Government.

V. Practically involving when natural and other disasters caused in the District.

Processes of carrying out the role of District Secretariat

Administration

Attaching of officers, between District Secretariat and Divisional secretariats and personal file works.
Human resources development - Supervising, Training and Guiding.

Economic Development

Establishing and carrying out District Co-ordination Committee.
Implementing the decisions of District Co-ordination Committee.
Establishing and carrying out the District Development Committee.
Implementing the decisions of District Development Committee.

Decentralized Budget Programmes
I.Planning II. Implementation III. Evaluation IV. Follow up

Samurdhi Development Programmes
I. Planning II. Implementation III. Evaluation IV. Follow up

Social Development

Cultural Programmes
I. Planning II. Implementation III. Evaluation IV. Follow up

Environmental & Social Programmes
I. Planning II. Implementation III. Evaluation IV.Follow up

Social services

Selection of Samurdhi beneficiaries, distribution of subsidies
Selection of public assistance recipients, distribution of assistance and keeping and records accounts.
Calculation, payment, keeping of records and accounting of pensions.

Finance Management

Acquisition, maintenance and improvement of fixed Assets and keeping accounts and records
Estimating, paying, accounting and recording of expenditures.
Estimating, accounting and reporting of revenues.

Statutory Duties

Issuing permits, licenses.
Issuing certificates and keeping records.
Registration / recording

Other Duties

Conducting elections
Duties of various other Departments

Agriculture	-	Operating statutory and institutional powers and duties, recording and coordinating
Census and Statistics	-	do
Motor Traffic	-	do
Immigration and Emigration	-	do
Registrar General	-	do
Commissioner of Lands	-	do
Various duties of Ministries	-	do

Polonnaruwa Administrative District and Regional Information

Polonnaruwa district is situated in North Central Province and it is well known for its historic value as well as for the picturesque atmosphere. Total land extent of the district is 3293 square kilometers. (0.32 Hec) It is 1287 in square miles. Most of the people in the district earn their means of sustenance through agriculture. Major crop cultivated in the area is paddy.
There are 11 provincial council members in North Central Provincial Council from Polonnaruwa district and 05 members' represents parliament from the district.
Polonnaruwa district has divided in to 07 divisional secretary divisions to ensure the smooth functioning of administration and at the same time there are 07 local government bodies accordingly.

Local Government institutions of Polonnaruwa District

Pradesheeya Sabhas

01. Medirigiriya
02. Lankapura
03. Elahera
04. Hingurakgoda
05. Thamankaduwa
06. Dimbulagala
07. Welikanda

Divisional Secretary Divisions and their Gramaniladari Wards

Divisional Secretary Division		Number of Gramaniladhari Wards
01.	Medirigiriya	45
02.	Lankapura	28
03.	Elahera	28
04.	Hingurakgoda	53
05.	Thamankaduwa	55
06.	Dimbulagala	56
07.	Welikanda	30
	Total	295

Approved Cadre Particulars of approved cadre in Polonnaruwa District Secretariat

	Approved Cadre																		Vacant cadre								
Post	.D.s	Tamankaduwa	Medirigiriya	Hingurakgoda	Elahera	Lankapura	Dimbulagala	Welikaada	***Total***	D.S.	Tamankaduwa	Medirigiriya	Hingurakgoda	Elahera	Lankapura	Dimbulagala	Welikanda	***Total***	D.S.	tAMANKADUWA	mEDIRIGIRIYA	hINGURAKGODA	Elahera	Lankapura	Dimbulagala	Welikanda	***Total***
District Secretary	1	-	-	-					1	1	-							1	-	-							0
Additional District Secretary	1	-	-	-					1	1	-							1	-	-							0
Chief Accountant	1	-	-	-					1	1	-							1	-	-							0
Chief Internal Auditor	1								1	1								1	0								0
Diistrict Engineer	1								1	1								1	0								0
Assistant District Secretary	1	-	-	-					1	-	-							-	1								1
Divisional Secretary	-	1	1	1	1	1	1	1	7	-	1	1	1	1	1	1	1	7	-	-	-	-	-	-	-	-	0
Assistant Divisional Secretary	-	1	1	1	1	1	1	1	7	-	1	1	1	1	1	1	-	6	-	-	-				-	1	1
Accountant 111	1	1	1	1	1	1	1	1	8	0	1	1	1	0	1	1	1	6	1	-	-	-	1	-	-	0	2
Assistant Planning Director	-	1	1	1	1		1		5	-	-	1	1	0		1		3	-	1	-	0	1		0		2
Administrative Officer	1	1	1	1	1	1	1	1	8	1	1	-	1	-	0	1	1	5	-	-	1	0	1	1	0	0	3
Administrative Grama Niladari	-	1	1	1	1	1	1	1	7	-	1	1	0			-	1	3	-	-	-	1	1	1	-	1	4
Translator (S/E)	1	1	1	1	1	1	1	1	8	1	-	-	-	-	-	-	-	1	-	1	1	1	1	1	1	1	7
Translator (S/T)	1	1	1	1	1	1	1	1	8	-	1	-	-	-	-	-	-	1	1	-	1	1	1	1	1	1	7
Budget Assistant	1	-	-	-					1	-	-	-		-	-	-	-		1		-						1
Pension Oficer	1	1	1	1	1	1	1	1	8	1	-	-	0	-	-	0	-	1	1	1	1	1	1	1	0	1	7
Public Management Service	25	31	30	30	25	25	30	25	221	20	28	28	27	22	19	16	12	172	5	3	2	3	3	6	14	13	49
Grama Niladari	-	55	45	53	28	28	56	30	295	-	32	33	29	18	18	44	19	193		23	20	16	10	10	12	11	102
Computer Operator	1	1	1	1	1	1	1	1	8	-	1	1	-	-	-	-	-	2	1	-	-	1	1	1	1	1	6
Development Co-ordinator	1	1	1	1	1	1	1	1	8	0	1	0	1	0	0	1	0	3	1	0	1	1	1	1	0	0	5
Technical Officer	2	1	1	1	1	1	1	1	9	2	1	1	0	1	1	1	1	8	0	0	1	0	0	0	0	0	1
Planning	1	-	-	-	-	-	-	-	1	1	-							1	-								0
Receptionist	1	1	1	1	1	1	1	1	8	-	-	-	-	-	-	-	-	0	1	1	1	1	1	1	1	1	8
Driver	4	2	2	2	2	2	2	2	18	4	2	2	1	2	1	2	2	16	-	-	-	1	1	-	0	0	2
K.K.S	14	10	8	9	7	7	8	7	70	13	8	7	8	5	6	7	5	59	1	2	1	1	2	1	1	2	11
Cook	1								1	-								-	1	-							
Total	62	111	98	107	75	74	109	76	712	43	79	77	71	50	48	76	43	492	15	32	30	28	26	25	31	33	220

Duties Performed by Establishment Branch

1.Religious Festivals

Religious Programme- Gal Vihara

Harvest Feast

Vesak Festival

Dalada Perahera (Procession)

Poson Perahera (Procession)

Esala Perahera (Procession) – Somawathiya

“Pindapatha” programme in commemoration of completing 260 years for Shamopali denomination

2. Festivals

65th Independence day ceremony

New Year Festival

Women’s day ceremony

Literary Festival

Mahapola Festival

Pirith chanting in commemoration of President’s induction

Commemoration of Anagarika Dharmapala day

3. Programmes

Tree planting programme

World Children’s day – 01st October

Elder’s day – 08th October

Aids Day

“Mathata Thitha” programme

Girl’s day

4. Training Activities

Training of newly recruited graduates (80 Officers)

Computer Training (200 Officers)

Computer Integrated Government Account System (CIGAS) training(20 Officers)

Pay Roll training

Services done by the Internal Audit Branch – Year 2013

01. District Secretariat	Reports have been sent after completion of auditing
02. Lankapura Divisional Secretariat	Auditing has been completed. Reports from January to September has sent and reports from October to December are being prepared
03. Hingurakgoda Divisional Secretariat	Auditing has been completed and reports from January to December have been sent.
04. Welikanda/Dimbulagala Divisional Secretariat	Reports have been sent from January to December after completion of auditing
05. Elahera Divisional Secretariat	Auditing has been completed from January to September and relevant reports have been sent accordingly. Auditing for October, November & December are being executed.
06. Medirigiriya Divisional Secretariat	Auditing has been completed and reports from January to September have been sent. Reports for the months of October, November & December are scheduled to be sent .

07.Dates of Audit Management Committee Meetings held.

01st Quarter	26.01.2013	To sent reports
02nd Quarter	27.062013	Reports sent
03rd Quarter	24.09.2013	Reports sent
04th Quarter	19.12.2013	Reports sent

Economic Development

Objectives of the District Planning Secretariat

Achieving success through preparation, implementation and progress reviewing of all the Development strategies put into operation in the District.

Role

- Coordination of development and planning activities of all the institutes operated in the district.
- Implementation, Coordination, Progress Review and reporting the progress in respect of the projects that are implemented by Ministry of Economic Development. ("Divineguma" programme, Provincial road carpeting programme, Programme of developing 5000 junior schools, "Rajarata Navodaya" development programme, Decentralized Budget programme, "Gamaneguma" programme , Renovation of Pulathisi Buddhi Mandapaya, Constriction of Auditorium at Girithalegama Maha Vidyalaya, Completion of remaining work of Muthuwella drinking water project)
- Coordination of overall programme regarding the implementation of Royal Central College development programme and Hingurakdamana drinking water project
- Preparation of required progress reports to be used in national and provincial level institutes through District Coordination Committee
- Performing the entrusted duties as the secretariat of District Coordination Committee and District Planning Committee
- Preparation of annual overall district programme
- Preparation of quarterly financial and physical targets for all development programmes.
- Preparation and maintenance of district data base system to ensure the smooth functioning of planning and operation process.

Polonnaruwa District

Financial & Physical Progress as at 31.12.2013

Serial No:	Description	Allocated Amount (Million Rs :)	Funds received for year 2013(Million Rs :)	Expenditure	No: of projects	No: of projects completed	No: of projects completed
01.	Ministry of Economic Development						
01	Provincial Road Development Programme 2011/2012	2,828.25	574.17	406.12	39.00	31.00	8.00
02	Programme of developing 5000 junior schools	52.00	52.00	52.00	104.00	104.00	-
03	"Rajarata Navodaya" development programme	60.00	60.00	59.88	104.00	104.00	-
04	Decentralized budget programme	26.36	26.36	26.36	582.00	582.00	-
05	"Divineguma"	17.91	17.91	17.88	16.00	16.00	-
06	"Pulathisi Buddhi Mandapaya", Girithalegama school and others	46.56	25.20	5.70	3.00	2.00	1.00
07	"Gamaneguma" special projects	2.00	2.00	2.00	2.00	2.00	-
08	"Gamaneguma" projects - 2013	42.91	42.91	4.20	9.00	9.00	-
	"Gamaneguma" (one work for one village)2012			38.32	59.00	59.00	-
09	Funds for work – 2012 (Continued)	8.10	8.10	8.10	15.00	15.00	-
10	Development of infrastructure destructed by flood 2012 (Continued)	1.03	1.03	1.03	3.00	3.00	-
	Total	**3,085.12**	**809.68**	**621.59**	**936.00**	**927.00**	**9.00**

Progress of Samurdhi Development Programmes
Information of Samurdhi Development Officers – 2013

Divisional Secretary Division	No: of Samurdhi Development Officers	No: of Vacancies
District Secretariat	12	0
Thamankaduwa	72	16
Dimbulagala	81	14
Welikanda	35	16
Lankapura	44	05
Medirigiriya	65	07
Hingurakgoda	74	12
Elahera	37	12
Total	420	82

Diriya Piyasa Housing Programme – 2013

Serial No:	Divisional Secretary Division	No: of Houses constructed and institutes that funds were granted						Total No: of houses constructed	Total amount of expenditure
		Number	Samurdhi Authority	Number	Direct funds from Ministry	Number	Social Development Fund		
1	Thamankaduwa	13	660,000.00	05	272,000.00	02	272,000.00	20	1,204,000.00
2	Dimbulagala	0	-	05	340,000.00	0	-	05	340,000.00
3	Welikanda	01	60,000.00	02	136,000.00	0	-	03	196,000.00
4	Lankapura	01	60,000.00	02	136,000.00	02	136,000.00	05	332,000.00
5	Medirigiriya	01	75,000.00	03	204,000.00	0	-	04	279,000.00
6	Hingurakgoda	01	60,000.00	04	275,000.00	09	375,000.00	14	710,000.00
7	Elahera	01	60,000.00	02	137,000.00	0	-	03	197,000.00
	Total	18	975,000.00	23	1,500,000.00	13	783,000.00	54	3,258,000.00

“Samurdhi” subsidy programme

Distribution of “Samurdhi” subsidy in the division

Month	No: of Samurdhi beneficiaries	Amount allocated for subsidy	Project in terms of subsidy value.			
			1500/=	1200/=	750/=	210/=
January	29912	19,849,090.00	112	3233	21977	4590
February	29912	19,849,090.00	112	3233	21977	4590
March	29912	19,849,090.00	112	3233	21977	4590
April	29912	19,849,090.00	112	3233	21977	4590
May	29783	19,769,155.00	112	3233	21886	4572
June	29715	19,723,515.00	112	3233	21801	4569
July	29617	19,657,025.00	112	3233	21706	4566
August	29604	19,648,530.00	112	3233	21694	4565
September	29595	19,666,575.00	112	3233	21730	4520
October	29605	19,673,525.00	112	3233	21740	4520
November	29593	19,665,725.00	112	3233	21729	4519
December	29593	19,665,725.00	112	3233	21729	4519

Allocation of Funds for Nutrition Subsidy – Year 2013

Amount of funds received from department - 5803500

Serial No:	Divisional Secretary Division	Amount Allocated	Cumulative Expenditure as at 31st December	Balance
1	Thamankaduwa	157,500.00	112,500.00	28,500.00
2	Dimbulagala	2,706,500.00	350,000.00	44,000.00
3	Welikanda	1,374,000.00	422,000.00	2,500.00
4	Lankapura	240,500.00	238,000.00	952,000.00
5	Medirigiriya	632,000.00	588,000.00	2,356,500.00
6	Hingurakgoda	228,000.00	199,500.00	45,000.00
7	Elahera	465,000.00	194,500.00	270,500.00
	Total	5,803,500.00	2,104,500.00	3,699,000.00

“Ranaviru” Housing Programme -2013

Serial No:	Divisional Secretary Division	No: of Applications Received	No: of loans issued	Total amount issued
1	Thamankaduwa	38	5	700000
2	Dimbulagala	10	6	1420000
3	Welikanda	7	-	-
4	Lankapura	17	-	-
5	Medirigiriya	15	-	-
6	Hingurakgoda	11	-	-
7	Elahera	26	1	100000
Total			12	2220000

Spiritual Development Programmes – 2013

Serial No:	Divisional Secretary Division	No: of Programmes Conducted	Expenditure
1	Thamankaduwa	01	15,000.00
2	Dimbulagala	01	15,000.00
3	Welikanda	01	15,000.00
4	Lankapura	01	15,000.00
5	Medirigiriya	01	15,000.00
6	Hingurakgoda	01	15,000.00
7	Elahera	01	15,000.00
Total			105,000.00

Housing Lottery Programme -2013

Month	No: of beneficiaries	Amount
January	30357	303,570.00
February	30261	302,610.00
March	30261	302,610.00
April	30261	302,610.00
May	30261	302,610.00
June	29912	299,120.00
July	29783	297,830.00
August	29719	297,190.00
September	29617	296,170.00
October	29603	296,030.00
November	29595	295,950.00
December	29624	296,240.00
Total	359,254.00	3,592,540.00

Samurdhi Bank Federation – Polonnaruwa District

Samurdhi Bank Membership	77325.00
Samurdhi Bank Federations	22.00
Samurdhi Village Societies	700.00
Samurdhi Small Groups	10173.00

Deposits in Samurdhi Bank Federations

Type of Deposit	No: of Accounts	Total Amount Million Rs:
Shares	77325	159
Member's Deposits	77325	155
Kekulu Children's Deposits	24187	35
"Diriya Matha" Deposits	30080	21
Non Member Deposits	10273	37
Cluster	12152	171
Compulsory Savings	49369	495
Sisuraka Savings	4390	6
Total Amount	285101	1079

Assigned Beneficiaries for "Divineguma" Projects 2014-2016

Divisional Secretary Division	No: of Wards	Agriculture	Animal Husbandry	Industries	Marketing	No: of total projets
Thamankaduwa	55	254	301	288	257	
Dimbulagala	56	413	499	73	135	1120
Welikanda	28	120	203	67	170	560
Lankapura	45	397	294	69	140	
Elahera	53	491	195	197	177	1060
Medirigiriya	30	142	358	56	44	600
Hingurakgoda	28	219	172	100	67	560
Total	295	2036	2022	850	990	3900

Implementation of projects over the circulation fund

Serial No:	Divisional Secretary Division	No: of Projects Implemented	Amount (Rs :)
1	Thamankaduwa	45	1,585,000.00
2	Dimbulagala	49	1,713,000.00
3	Welikanda	0	-
4	Lankapura	51	2,260,000.00
5	Medirigiriya	10	420,000.00
6	Hingurakgoda	29	1,639,362.00
7	Elahera	18	711,000.00
Total		202	8,328,362.00

Special Infrastructure development projects 2013

Serial No:	Divisional Secretary Division	Project	Funds Received	Expenditure
01	Elahera	Orubendisiyambalawa drinking water project	100,000.00	100,000.00
Total			100,000.00	100,000.00

Social Security Programme – Payments in 2013

Divisional Secretariat	Births		Marriages				Medical		Deaths		Sipdora		Travelling Expenses		Grand Total	
			රු.3000.00		රු.5000.00											
	No:	Amount (Rs:)	No:	Amount (Rs:)	No:	Amount (Rs:)	No:	Amount (Rs:)	No:	Amount (Rs:)	No:	Amount (Rs:)	No:	Amount (Rs:)	No:	Amount (Rs:)
Thamankaduwa	92	460000.00	24	72000.00	188	940000.00	122	409200.00	172	1720000.00	788	788000.00	24	24000.00	1410	4413200
Dimbulagala	118	590000.00	18	54000.00	100	500000.00	72	238400.00	104	1040000.00	730	7300000.00	20	20000.00	1162	9742400
Welikanda	148	740000.00	24	72000.00	66	330000.00	64	192800.00	152	1520000.00	442	442000.00	28	28000.00	924	3324800
Lankapura	49	245000.00	18	54000.00	93	465000.00	147	405000.00	118	1180000.00	524	524000.00	11	11000.00	960	2884000
Medirigiriya	35	175000.00	9	27000.00	75	375000.00	107	330600.00	82	820000.00	267	267000.00	12	12000.00	587	2006600
Hingurakgoda	25	125000.00	5	15000.00	27	135000.00	36	103600.00	49	490000.00	331	331000.00	6	4650.00	479	1204250
Elahera	20	100000.00	7	21000.00	85	425000.00	33	106800.00	56	560000.00	315	315000.00	12	12000.00	528	1539800
Total	487	2435000.00	105	315000.00	634	3170000.00	581	1786400.00	733	7330000.00	3397	9967000.00	113	111650.00	6050	25115050

Funds of second community development and livelihood development project

Fund	Amount Allocated	Amount Taken	Percentage of taking funds
Capability development fund	4782825.00	3118750.00	65.00
Non refundable fund	1665875.00	1665875.00	100.00
VSCO fund	7907500.00	6053750.00	77.00
Infrastructure Fund	30131960.12	21090352.28	70.00
Skill fund	3331750.00	3331750.00	100.00
Manufacturing group fund	9050000.00	4905000.00	54.00
Total	56869910.12	40165477.28	77.67

Infrastructure fund of second community development and livelihood improvement project implemented with the integration of Samurdhi Authority of Sri Lanka.					
Divisional Secretary Division	Grama Niladhari Ward	Rural Organization	Project	Amount of Fund Taken	Funded Agency
Dimbulagala	256 Medagama	Dimbulagala Medagama	Construction of bridges ,Culverts and carpeting roads	5226800.00	Gemidiriya Foundation
	237 Aluthoya	Ekamuthu	Construction of Culverts and carpeting roads	783202.73	Gemidiriya Foundation
		Diriyashakthi	Repairing the preschool and drinking water project	4085016.33	Gemidiriya Foundation, Divisional Secretariat Dimbulagala, Yalipubudamu project
	232 Weeralanda	Weeralanda	Concreting the roads	488637.50	Gemidiriya Foundation
Welikanda	282 Mahindagama	Mahindagama	Construction of bridges ,Culverts and Preparation of side wall of ZD canal	2534000.00	Gemidiriya Foundation
Elahera	01 Kirioya	Kirioya	Renovation of Kudadiggannawa anicut	5972695.72	Gemidiriya Foundation, Department of Agrarian Services
Medirigiriya	96 Diggalpura	Yaya 05	Construction of multipurpose building	1000000.00	Gemidiriya Foundation
		Yaya 05	Construction of multipurpose building	1000000.00	Gemidiriya Foundation
Total				21090352.28	

Gemidiriya Progarmme

Second community development and livelihood improvement project implemented with the integration of Samurdhi Authority of Sri Lanka.

Funds obtained from the project and other agencies.

Funds received from Second community development and livelihood improvement project	Rs:45790000.00
Funds received from Samurdhi Authority of Sri Lanka	Rs:300000.00
Funds received from Divisional Secretariat – Dimbulagala	Rs:1000000.00
Funds received from Department of Agrarian Services	Rs:3220787.00
Funds received from "Yalipubudamu" project	Rs:237123.00
Total	Rs:**52684910.00**

Social Security Section

Aims and objectives of social security section operated at district secretariat Polonnaruwa through the ministry of Finance & Planning are as follows.

01. Aims Discharging the benefits of pension and social security to the people who are working in self and informal employment sector

02. Objectives

Handling of coordination required to ensure the smooth functioning of this programme at divisional secretary & rural level and enrolment of contributors to the scheme through making awareness among them to implement the programme concerned in accordance with the aims and the objectives of social security board.

Promotional Activities

Date	Location	Programme	Expenditure
2013/02/12	Hingurakgoda	Awareness Programme (Sri Lanka Red Cross Society)	
05.07	Bakamoona	Awareness Programme (Sri Lanka Red Cross Society)	
06.04	Welikanda	Awareness Programme (Sri Lanka Red Cross Society)	
2013/03/15	Siripura	Awareness & Enrollment programme	1,800.00
	Meththaramaya (Dimbulagala Divisional Secretariat)		
2013/05/14	Minneriya	Awareness Programme (Small Entraprises)	
07/04	Hingurakgoda	Awareness Programme (Small Entraprises)	
19	Lankapura	Awareness Programme (Small Entraprises)	
30	Dimbulagala	Awareness Programme (Small Entraprises)	
/10/01	Elahera	Awareness Programme (Small Entraprises)	
2013/02/01	Aralaganwila	Cash Remittance activities (BOC)	
/03/22	Aralaganwila	Cash Remittance activities (Post Office)	
/06/03	Polonnaruwa	Cash Remittance activities (Post Office)	
/10/11	Sewanapitiya	Cash Remittance activities (Post Office)	
/12/13	Nuwaragala	Cash Remittance activities (Post Office)	

Payment of Pension – 05

Enrolment of Contributors

Divisional Secretariat	**No:**	**Amount of contribution**
Dimbulagala	29	11210.00

Mobile services and obtaining office equipment

Office Equipment = **Rs: 79155.00**

For mobile services = **Rs: 1800.00**

= **Rs: 80955.00**

Employment Promotion & Career Guidance Section

Aims & Role

Creation of Employment & Promotion Career Guidance

Information on programmes conducted over the funds received for year 2013

	Programme	Divisional Secretariat	Amount Allocated (Rs :)	No: of Beneficiaries	Expenditure (Rs :)
01	Self Employment motivation programme	Lankapura	1,750.00	-	-
		Medirigiriya	1,750.00	-	-
		Hingurakgoda	1,750.00	40	1,750.00
02	Overcoming career challenges	Elahera	7,050.00	31	7,050.00
		Hingurakgoda	7,050.00	30	7,050.00
		Lankapura	7,050.00	30	7,050.00
03	Training programmes on requirements	Thamankaduwa	6,550.00	20	6,550.00
		Hingurakgoda	6,550.00	30	6,550.00
		Elahera	6,550.00	21	6,550.00
		Medirigiriya	6,550.00	20	6,550.00
		Lankapura	6,550.00	-	-
04	Employment Society Programme	Hingurakgoda	20,700.00	25	20,700.00
		Medirigiriya	20,700.00	-	-
05	Self Employment motivation programme (Awareness programme for teachers)	Thamankaduwa	1,250.00	22	1,250.00
06	Entrepreneur Programme	Elahera	20,550.00	30	20,550.00
07	Divisional Job Fair	Hingurakgoda	6,000.00	190	6,000.00
		Elahera	6,000.00	70	6,000.00
		Lankapura	6,000.00	-	-
		Medirigiriya	6,000.00	-	-
08	School bag production programme (In place of mobile phone repair programme)	Lankapura	23,500.00	35,38	23,500.00
09	Motivation programme for private sector employment opportunities	Medirigiriya	19,200.00	-	-
			189,050.00		127,100.00

SMALL ENTERPRISES DEVELOPMENT SECTION

Vision

Development of entrepreneurship and small enterprises for sustainable development

Mission

Giving maximum contribution for the economic development of Sri Lanka through Development of entrepreneurship skills among unemployed youth

Direction of youth for small enterprises sector
Improvement of efficiency and productivity of small enterprises
Providing different services associated with the development of small enterprises

Aims
Development of entrepreneurship skills of youth and establishment of local entrepreneurship culture
Introduction of new business for youth and directing them to commence business and ensuring the economic development accordingly
Identification, planning and implementation of suitable programmes for the development of small enterprises sector
Providing counseling services for small entrepreneurs and improving the efficiency and productivity of their businesses
Active participation to ensure the perpetual succession of small enterprises

Small Enterprises Development Programme

S/No	Programme	Annual Targets			Achieving Targets			Progress
1		No. of Programm	Participation	Estimated Amount	No. of Programm	Participation	Expenditure	
	Awareness Programme	-	-	-	-	-	-	-
	I. Ordinary Awareness	12	120	-	18	509	-	150%
	II. Special Awareness	03	300	90,000.00	02	366	54,206.00	67%
	III. Two Day Selections	-	-	-	-	-	-	-
2	Entrepreneurship Development Programme	-	-	-	-	-	-	-
	I. "Viyaparayata Maga" Training Programme	03	90	60,000.00	08	241	134,830.90	267%
	II. EDP	-	-	-	-	-	-	-
	III. Mighty Minds	-	-	-	-	-	-	-
3	Management Development Programme	-	-	-	-	-	-	-
	I. Management Training Programme	03	90	75,000.00	04	109	83,895.70	133%
	II. Marketing Training Programme	01	30	20,000.00	01	30	17,350.00	100%
	III. Accounting Training Programme	01	30	35,000.00	01	30	12,919.50	100%
	IV. Productivity Training Programme	-	-	-	-	-	-	-
	V. Business Plan Preparation Training Programme	02	60	50,000.00	02	59	36,070.00	100%
	VI. Costing Training Programme	-	-	-	-	-	-	-
4	Technical Training Programme	02	60	60,000.00	05	148	94,683.40	250%
5	Business Promoting Programme	-	-	-	-	-	-	-
	I. Trading Faire & Exhibitions	-	-	-	-	-	-	-
	II. Business Federation Development Programme	02	60	-	07	466	36,000.00	350%
6	Business Counseling	-	-	-	-	-	-	-
	I. Business Feed back Programme	05	150	75,000.00	05	238	36,760.00	100%
	II. Project Inspection	06	180	120,000.00	08	189	107,555.50	133%
	III. Business Clinic	01	120	50,000.00	01	87	13,550.00	100%
	Total	41	1290	635,000.00	62	2,472.00	627,821.00	151%

S/No	Results	Annual Targets	Targets Achievement	As Percentage
01	Commencement of New Business	30	30	100%
02	Existing Business Development	60	82	137%
03	Counseling	-	94	-
04	Directing for Loans	20	102	510%
05	Amount of Loan granted	-	5,740,000.00	-

National child Protection Authority

Aims & Role

Prevention of child abuse and protection of victims of such abuses and providing psychosocial protection formation of pertinent policies and training and providing required instruction for governmental and nongovernmental organizations

Programme implemented in 2013

01. Potential promotion programme for community based child protection
    - I. Singhala ,Tamil new year festival
    - II. Awareness for teachers
    - III. Awareness for Civil society
    - IV. Awareness for Medical professionals & officers
    - V. Awareness for school children
    - VI. Awareness for the officials' child development committees and others who are responsible for child protection.
02. Awareness for teachers under " Pasel Surekum Pauwa" programme
03. Inspection of children homes
04. Awareness for Civil society
05. Awareness for pregnant mothers, fathers and public health midwives
06. Awareness for Medical professionals

    A sum of Rs: 280,921.50 have been spent for all these programmes.

Probation & Child Care Services

Aim

Prevention of child abuse and protection of victims of such abuses and formation of a national policy to secure them and coordination and regulation of every action against child abuse

Role

Direction of complaints /information regarding child abuse in the district to pertinent officers/authorities

Collection and verification of data regarding child abuse

Organization of awareness programmes for children/adults.

Counseling for victimized children

Identification of families where unsecured children are living and implementation of special projects for them

Establishing and strengthening formal organizations in the district for child security.

Direct the children for school education that are not having school education at present

Planning and implementation of special projects to eliminate child abuse

Participation in district child development committee

Coordinating activities of the children who have rescued from war activities and children who had victimized by various social hazards

Provision of required assistance to the child in legal process

Assisting in investigations directed by the authority

Cultural Section

Aims and Role

Implementation of programmes to preserve and extend the literary, art and cultural activities with Sri Lankan identity in order to build up the Sri Lankan culture with the expectation of transforming the people of Sri Lanka having good spiritual value.

Performance during year 2013

Serial No:	Programme	Achievements
1	Independent Day Ceremony	1
2	Harvest Feast programme	1
3	“Bhakthi Geetha” programme	1
4	Poson Procession (Perahera)	1
5	District Literary Festival	1
6	School Drawing competition parallel to District Literary Festival	1
7	Bringing out the “Nirmanee” exposition parallel to District Literary Festival	1

Buddhist Affairs Section

Aims & Role

Expectation of department of Buddhist Affairs is to ensure the continuity of a exemplary Buddhist society to create a disciplined and ethical culture that lead towards the awakening of the renaissance of local & foreign Buddhist community through sound accomplishment of initiatives and activities that are indispensable for the sturdiness, promotion and improvement of Buddha Sasana that always adhere to Buddhist rituals

Functions carried out during year - 2013

- Provision of required books for Daham school children
- Provision of uniforms & library allowances for Daham school teachers
- Organization of training programmes for Daham school teachers
- Conduct of "Daham school teacher examination" for Daham school teachers
- Conduct of "Daham Sarasaviya" diploma course and examination for Daham school teachers
- Conduct of grade examination for Daham school students
- Provision of financial assistance for the development of 233 Daham schools parallel to "Deyata Kirula" development exhibition
- Conduct of Daham schools student skill programmes at divisional and district level
- Conduct of religious programmes for Vesak and Poson festivals
- Implementation of flag selling day in respect of Daham schools day
- Implementation of "Dehimi Nivahanai Apekama rendi Heta Dinai" programme
- Census and registration of nuns and Arama (Temples of nuns)
- Accompanying 600 senior nuns to temple trees
- Conduct of district meeting and payment of travelling allowance for Nuns organization
- Conduct of divisional Sasanarakshaka Bala Mandala meeting
- Initiation and registration of Buddhist pre schools
- Initiation and registration of Daham school student societies
- Registration of temple performance societies
- Registration of Samanera bikkus
- Conducting an essay writing competition in commemoration of completing 260 years for "Shamopali" maha chapter
- Conducting an essay writing competition at district level in commemoration of 149th birth day of Srimath Anagarika Dharmapala
- Implementation of Bikku attitude promotion training programme

Social Service Division

Aims

Grant relief and rehabilitation of communities who have tormented and unfavorable   in the society.

Getting the contribution of such communities for social development process through rehabilitation & preventing them from being tormented

Activities

Payment of pensions for the people who have died and become disabled during official duties and conduct of relevant training programmes

Providing aid for disabled people, vocational training and granting equipment for self employments, grant relief for displaced people, awareness and training programmes on carrying out surveys on senior citizens.

Rehabilitation of drug addicted people, vocational training and providing employment opportunities, implementation of community awareness programmes.

Counseling for families and people who have undergone different social setbacks

Inspection, identification and jot down of places and communities that could be affected by flood, landslides and cyclones and alternative access roads for such places and places where food items could be obtained and temporary accommodations are available.

Assisting in granting relief, collection of relevant data, direction of such data to authorities concerned, giving due recommendations in granting subsidies for victims where extensive disasters are occurred

Ministry of Child Development & Women's Affairs

Estimate and information of expenditure - Ministry of Child Development & Women's Affairs

(Sri Lanka Women's Bureau)

Programme	Amount allocated	Expenditure	Balance
Strengthening programme for women's organizations and forums.	35675.00	19500.00	16175.00
Exhibition and fair of women's productions	100000.00	57639.00	42361.00
District account training	23550.00	17910.00	5640.00

Ministry of Disaster Management

National Disaster Relief Service Center

Performances and achievements – 2013

Serial No:	Programme	Activities	Achievements
1	Training programmes	Training programme on construction of rain water tanks	01
2.	Projects	on construction of rain water tanks –	48 tanks
	Subsidy programmes	Providing subsidy for fully damaged houses	352 houses
		Providing subsidy for partly damaged houses	159 houses
		Providing subsidy for extensive disasters	

Estimates and details of expenditure

Programme	Funds allocated (Rs :)	Expenditure (Rs :)	Balance (Rs :)
Rain water tank programme	3,328,448.60	2,831,665.40	496,783.20
Providing subsidy for fully damaged houses	16,381,953.00	16,369,953.00	12,000.00
Providing subsidy for partly damaged houses	978,631.00	904,000.00	74,631.00
Providing subsidy for extensive disasters	5,316,693.00	4,999,304.62	317,388.38
Total	26,005,725.60	25,104,923.02	900,802.58

DISASTER RELIEF SERVICE

Aims

Making necessary arrangements to restore the normal life of the parties that have affected by the natural and manmade disasters

Role

Making required decisions through coordinating the National Disaster Relief Center and the district secretariat and divisional secretariat where disaster has occurred

Granting relief immediately through providing required information accurately and quickly to National Disaster Relief Center

Intervention in providing basic needs for the parties that have affected by disasters

Ensuring friendliness with voluntary and nongovernmental organizations that engage in disaster relief services in the district and intervention in providing their services to affected parties by disasters

Granting compensation with the involvement of the government for the people not having the self reliance in restoring the normal life who have affected by disasters

Maintaining a database on disasters

Implementation of awareness programmes regarding minimization of disasters

Doing researches on plentiful disasters in the district

Making suggestions on preventing frequent disasters in the district

Implementing propaganda campaigns to expand the disaster management in the district

Disaster Management Unit

Aims

Ensuring the safeguard of Polonnaruwa district through systematic management of natural, technical and manmade disasters

Role:

Ensuring the sustainable development even as contributing to make sure the safeguard of the people of Polonnaruwa District

Achievements during year 2013

Serial No:	Programme	Activity	Quantity
	Training programmes		
	1-First Aid	First Aid Training Programmes- 04	11
	2- Search & Rescue	Search & Rescue Programmes	11
	3- Life Saving	Life Saving Programmes	07
	4- Leadership Training	Leadership Training Programmes	05
	5-Other		13
		Total	**47**
2	Awareness		
	Community	Awareness for rural committees - 15 Awareness on lightening - 01 Care Awareness - 01 Other- 04 Hingurakgoda Air Force Exhibition	26
	School	Awareness on school lightening - 06 Awareness on Disaster Management - 06	30
	Institutional	Awareness programme for newly enrolled graduate officers, hospital officers and employees -01	18
	Community	Awareness for community	16
	Women's organizations	Women's organizations	**12**
	Total		**102**
3	Precautions / Sudden operations		
	Community	Anti Dengue Programme	25
	Hospitals	Disaster rehearsal programmme – Hingurakgoda Hospital	01
	Rural	Flood rehearsal at Pahala Yakkure Grama Niladhari Division	01

	Total		27
4	Disaster Readiness and reaction plan		
	Divisional Plans	Divisional Plan Printing – Lankapura, Welikanda , Thamankaduwa , Dimbulagala/ Elahera, Medirigiriya	04
	Grama Niladhari Wards	Preparation of risk plans of - Grama Niladhari Wards - Thamankaduwa & Dimbulagala	10
	Dam protection	Dam protection programmes	16
	Fixing of advisory boards at unprotected bath points	Fixing of advisory boards at unprotected bath points	**16**
	Total		46
	Sub total		**222**

Other Department Services

Lands

Aim:

Leading towards a Sri Lanka make the most over lands and eliminating poverty and securing the rights of future generation

Role

Maintaining a proper management to ensure an optimum utilization of crown lands focused on sustainable development through securing the environmental balance with a sound coordination of all parties

Inter provincial Colony Land development programme 2013

Programme		Annual Target	As at Last month	Progress as at 31st December
1	Preparation of long term leasing permit	400	195	378
2	Preparation of "Ranbima" deeds	450	410	474
3	Preparation of Annual Land permits	0	0	0
4	Lease Transfers	0	8	10
5	Releasing lands for Departments	40	13	13
6	Land Transfers (Local Govt: Authorities)	37	1	2
7	Free Grants for Temples	21	2	2
8	Lease Revenue - Outstanding Lease Revenue (Rs :) Outstanding Lease Revenue for 2012	65,129.70 4,096,696.75	314,959.07 3,772,563.46	331,350.15 4,458,760.73
9	Inspection of development situation of lands	2320	1830	1965
10	Distribution of 100,00 land portions 1. New (Expected to conduct in 2011) 2. Old (Presently implemented at interprovincial level)	600 400	1050	1050

11	Upland development project High land development project 1.Grape cultivation project	Beneficiaries 05	-	0
12	Preparation of Grants for "Bimsaviya" programme	-	91	103
13	Conducting divisional day inspections	168	46	47
14	Maintenance of buildings & Roads	-	-	-
15	Land mobile service	4	-	-
16	Recoveries of housing loans (Rs :)	-	-	-
17	Survey Activities 1. Survey Orders	-	-	-

Motor Traffic Branch 2013

Aim

To be the only motor traffic regulating institute in Sri Lanka with high public interest gained through delivering an efficient and effective service to the public in fulfilling social and legal responsibilities come under Motor Traffic Act and other regulations.

Role

Controlling and regulating the overall traffic circle in the country through implementing and enforcing pertinent rules and regulations to be implemented and issue of driving licenses, registration of motor vehicles under motor traffic act while facilitating the economic development of the country as a collaborator of transport sector.

	Heavy Vehicles	Light Vehicles
No: of Applications Received	304	4456
No: of Applicants passed the written Test	215	3190
No: of Applicants failed the written Test	60	895
Issue of renewals and duplicates of driving licenses 1764		

Statistics Division

Aim and Role

Contribution for national development through collection, process and publish of accurate and updated information required in evaluating socio economic values and making decisions in planning and implementation

Staff Profile

Department of Census & Statistics

District Statistician

Office Staff

Head Quarters Statistics Assistant

Coding clerk /Data Entry Operator/Graduate Trainee /Office EmploymentAssistant/Driver

Field Staff

Field Statistics Assistant

Statistics Assistant

Reports of Surveys / Census conducted in year 2013

No	Activity	Date of Completion	Progress to the relevant date
01	Collections of Agriculture Statistics of crops. Paddy cultivation Extent of Cultivated & harvested Lands in Maha Season 2011/2012 Extent of Cultivated & harvested Lands in Yala Season 2011/2012	Within the Season Within the Season	100 % 100 %
02	Estimating Paddy harvest. Conduct of Survey 1. Maha Season 2011/12 2.Yala Season 2012	15th May 15th October	45 % 46 %
03	Report of high Land Agricultural Crops Preparation of Documentary Reports Reports of Maha Season - 2011/2012 Reports of Yala Season - 2012	15th May 15th October 15th August	100 % 100 % 100 %
04	Statistics of Livestock - 2012		
05	Annual Survey of industries - 2012	Annually	100 %
06	Annual Survey on construction industry - 2012	Annually	100%
07	Quarterly Survey of industries - 2012	Quarterly	100 %
08	Reports on Slaughters	15th March	100 %
09	Survey of Labour force in Sri Lanka	Monthly	100 %

10	Report of Local Government Statistics	28th February	100 %
11	Inland production price and urban retails price		
	1.Weekly price 1A	Weekly	100 %
	2. Volume I	Half monthly	
	3. Volume II	Monthly	100 %
	4. Volume III	Quarterly	100 %
	5.Local Cultivators Price	Monthly	100 %
12	Collection of International Price	Weekly	
13	Survey on house hold income & expenses	Within the year	100%
14	Survey on big onion cultivation	Yala Season	100 %
15	Collection of data for the Preparation of statistics (2012) hand book.	Quarterly	100 %
16	Preparation of maps regarding the census of people and houses	Year2011	100%
17	Computerization of data for coding of labour force survey & income expenditure schedule.		

DISTRICT LAND USE PLANNING OFFICE

Aim and Role

Preparation of land use plans to ensure the sustainable utilization of land resources in order to formalize the land use and management in the district and evaluation of lands on application of line institutes and taking necessary actions to grant the approval of district land use committee chaired by district secretary

Duties performed in year 2012

Serial No	Type	No: of Portions	Amount of Hectares Covered	Physical Progress	Financial Progress
1	Agricultural Activities	5	38	100%	165000.00
2	Housing	2	3		
3	Other	4	8		
	Total	**11**			

District Media Unit

Aim and Role

Necessary steps were taken to provide a full media coverage in respect of development strategies implemented in the district through the government in year 2012 by the district media unit established by the department of Government Information in District Secretariat Polonnaruwa.

Action were taken to provide a broad media coverage on development initiatives taken through District Development Committee and District Agricultural Committee and continuous media coordination were given on each development programmms organized by district planning secretariat in this year as well.

Required media coverage was given to make awareness among public on main community and divisional development projects of the government such as "Divineguma", "Maganeguma" & "Jathika Saviya".

In addition to this, required media coverage was given regarding the special religious, cultural and sports events taken place in the district.

All these activities were directly reported with photographs to www.news.lk which is the official news web site of the government and the same items were provided to other media stations through divisional reporters.

In collaboration with the district cultural section, a printed literal magazine was published through collecting the best literary woks selected at the literary competition held in year

CONSUMERS' AFFAIRS UNIT

Prime object of this authority is to curtail trade disarrays through securing and grant respite for the consumers by adhering to the rules and regulations enforced by the government from time to time and making awareness among trade community on relevant rules and regulations and formalizing the trading accordingly and implementing the legal procedure under consumer authority act where necessary.

To achieve these targets following activities are being implemented by this institute.

- Limited agreed price system among entrepreneurs
- Conduct investigations or inspections on market situations
- Maintain a competition among goods and service providers
- Continuous inquires on the prices of goods and services
- Making awareness among consumers
- Consumer education
- Discharging all other activities to fulfill the targets of the authority and to establish the consumer organizations

Achievements and activities carried out in year 2013

During the year under review 1168 raids conducted and a sum of Rs: 3,633,300.00 have been recovered as fines. The achievement concerned is 88% of the target we made in previous year.

District Agricultural Section

Aims of the agricultural section

Contributing to the development of farming community and to the prosperity of the country through achieving higher agricultural development

Role of the agricultural section

- Implementing various development programmes in Polonnaruwa district pertaining to agriculture field through coordinating various institutes, organizations and personals.
- Uplifting the living status of the farming community in the area.

Serial No:	Project	Activities	Physical Target	Physical Progress	Achievements %	Physical Targets (Million)	Financial Progress(Million)	Achievements %
01	**Additional crop cultivating programme**							
	1.Peanut cultivating programme	Providing seeds free of charge	400.00ha	415.35ha	104%	6.00	6.30	105 %
	2.Cultivating green gram in interim season	Providing seeds free of charge	737.50ha	92.40ha	13%	2.95	0.942	32%
	3.Green gram seed manufacturing programme	Providing seeds free of charge	25.00ha	3.30ha	13%	0.16	0.0282	18%
	4.Soya beans expansion programme	Providing seeds	880.00ha	460.00	52%	2.02		
	5. programme of constructing large scale stores	Providing stores having room for 10 M.T over the contribution of 50%	150 stores	88 stores	60%	-	-	-
		Awareness programmes	3.00	3.00	100%	0.0083	0.0049	59%
	6.Introduction of agro equipment	Awareness programmes	4.00	3.00	75%	0.013341	0.008491	64%
	7.Special Projects	Providing green gram seeds over the contribution of 50%	200 Kgs	400 Kgs	200%	0.025	0.053	212 %
		Providing green gram seeds over the contribution of 50%	60 Kgs	60 Kgs	100%	0.09	0.087	97%
	8. Cultivating additional crops and vegetables in the lands that were destroyed by flood.	Providing seeds free of charge	88.85	45.10	50.6 %	0.621	0.365	59%
		Expenditure					7.78859	

Performed activities and physical and financial progress

02	**Encouraging programme for producing and usage of carbonic fertilizer.**							
	Encouraging programme for producing and usage of carbonic fertilizer.	Training for Officers	395 Officers	200 Officers	50.6%	0.079	0.01851	23%
		Training for farmers	10000 Farmers	5491 Farmers	54.91%	0.75	0.18261	24%
		Distribution of Rock Phosphate (25 Kg bags)	10000.00	10000.00	100%	-	-	-
		Distribution of Polythine	3500KG	19800KG	56.6%	-	-	-
		Distribution of Compost Culture (Kgs)	50000KG	0	0	-	-	-
		Distribution of folk mamoties	10000	0	0	-	-	-
		Administrative expenses	-	-	-	0.77627	0.25143	32%
		Expenditure					0.45255	

03	**Fruit village programme - 2013**							
	Formation of two grapes villages	Distribution of grapes plants	360.00	240.00	66.66	-	-	-
		Field visits	1.00	1.00	100.00	0.031500	0.023817	76%
		Providing concrete posts with 50% contribution	1008.00	0.00	0.00	0.967680	0.00	0
		Providing galvanized wires	1800.00	0.00	0.00	0.360000	0.00	0
		Expenditure					0.023817	
04	**Big Onion true seeds production programme - 2013**							
	Big Onion true seeds production expansion programme - 2013	Farmer Training Programme	3.00	1.00	33.00	0.03	0.0058	19%
		Providing Polythine at a 50% contribution	2000kg	1325kg	66.25	0.262	0.2080	79%
		Providing bulb treatment at a 50% contribution	700.00	700.00	100.00	0.328	0.1592	49%
		Providing Plastic crates at a 50% contribution	200.00	100.00	500.00	0.024	0.024	100%
		Providing store racks at a 50% contribution	50.00	-	-	-	-	
		Providing mother bulbs at a 50% contribution	5000kg	4000kg	90.00	0.55	0.44	80%
		Taking mother bulbs for vernilization	17000kg	15000kg	88.00	0.245	0.202	82%
		Administrative expenditure	-	-	-	0.042	0.00377	9%
		Expenditure					1.04277	

05	**Agro entrepreneur Operations - 2013**							
	Identification of Agro entrepreneurs for various projects	Introduction programme	01	01	100%	0.027	0.02	74%
		03 day studying field visit	01	01	100%	0.169	0.138	81%
		Plant nursery training programme	01	01	100%	0.097	0.023	23%
		Mushroom farming training programme	01	01	100%	0.042	0.017	40%
		Ornamental flower gardening training programme.	01	01	100%	0.048	0.019	39%
		Expenditure					0.217	
	Total Expenditure						9.524728	

Elections Branch

Registration of every person as voters who are 18 years of age and above as at 01st June in each year, omission of names of the persons who are leaving and passing away in the district and, registration of persons who are coming to the district from other districts by 01st June and preparation of registers of voters annually are the main duties discharged by the elections branch and in addition to this organization and conducting of elections that have been declared are the duties entrusted to the elections branch.

Accordingly, necessary actions for the amendments to the voter register for year 2012 was commenced on 01st June. Initiatives were taken to hand over the BC cards and other relevant documents to Grama Niladharies to get the same filled by the voters. Consequently, duly filled such documents were taken over from Grama Niladharies and action was taken to omit the “a” names from the registry and to insert the “b” names to the register and in addition to this removing of double entries in respect of preparing accurate registries, inserting the national identity card numbers to the register which were not available at the moment, insertion and omission of names after referring to the respective objections regarding the voters that BC card could not be handed over and the certification of the same was conducted on 31 December 2012.

In terms of the register concerned number of voters in Polonnaruwa district in 2012 as per the divisions are as follows.

“a” Minneriya	-	81214
“b”Medirigiriya	-	75945
“c”Polonnaruwa	-	114194
Total	-	298353

Further, Provincial Council Election was conducted on 08th September 2012. Elections concerned could be concluded successfully with the assistance of District Secretary – District Returning Officer and all other government officers including the staffs corporations and statutory bodies in the district.

Expenses for Provincial Council Election are Rs: 20479861.43 and Rs: 5875070.36 for general administration in year 2012.

MEASUREMENT AND STANDARDS SECTION

Mission

To be the apex institute for science for measurement, being responsible for the national measurement system and to ensure justice and equity in regulatory activities and transactions based on measurements.

Aim

To be the apex institute for science for measurement in Sri Lanka and implementation of Measurement Unit, Standards and Service Act No: 35 of 1995 and developing infrastructure in the fields of Fundamental Measurement Science, Industrial Measurement Science and Legal Measurement Science

Cases filed during year 2012	65
Units	26,500
Annual Income (Rs)	3,400,000

Divisional Secretariat Information

1. Registrations & Licenses

1.1 Births ,Marriages & Deaths

		New Registrations				Issue of Copies		
		Birth Certificates	Birth Revisions	Marriages	Deaths	Birth Certificates	Marriages	Deaths
(a)	Applications to be processed as at .01.01 2013	-	-	-	-	-	-	-
(b)	Applications received during year 2013	7527	529	3342	2034	26628	9027	4566
(c)	Total number of applications had to be processed (a)+ (b)	737	433	1979	839	26628	9027	4566
(d)	Applications processed during year 2013	737	433	1979	839	26628	9027	4566
(e)	Applications remained without being processed as at 31.12.2013. (c-e)	-	-	-	-	-	-	-

1.2 Other licenses

		Registration of Persons	Passports	Timber Licenses	Sand, Granite licenses	Liquor Permits	Fire Arm recommendations
(a)	Applications to be processed as at .01.01 2013	87	1	1	-	-	-
(b)	Applications received during year 2013	12861	147	1143	1143	449	53
(c)	Total number of applications had to be processed (a)+ (b)	12948	148	1144	1391	449	53
(d)	Applications processed during year 2013	12939	148	1144	1391	449	53
(e)	Applications remained without being processed as at 31.12.2013. (c-e)	9	-	-	-	-	-

1.3Samurdhi, Social Service & Disaster Relief Service

	Total No: issued	No: of families given relief	Total no: of beneficiaries
Dry rations	-	2048	7233
Nutritious	1551	1860	1860
Samurdhi Subsidy	16561	29611	29631
Flood Relief	-	4028	14553
Drought relief	-	9588	34746
Housing aid	-	110	404

1.4 Business Name

No: of businesses registered during the year	635
Total No: of revenue collected over the subject of business registration	347,080.00

1.5 Electricity Objections

No of complains received during the year	7
No: of disputes settled	7

1.6 Issue of vehicle revenue licenses

No: of vehicle revenue licenses issued during the year	679258
Revenue over the subject	112,947,876.34

1.7 Duties related to elders

	No:	No: of beneficiaries
Committees Established	162	13354
Elder day care centers	5	150
Inspected elder’s homes	2	17
Counseling Service centers	-	-

1.8 Duties related to children

No: of early childhood development programmes conducted through child secretariats.	9
No: of participants	638

1.9 **D**isabled rehabilitation

No of Grama Niladhari wards where disabled rehabilitation programme was conducted	245
No: of disabled who provided with pairs of spectacles	6293
No: of disabled who provided with hearing aids	31
No: of disabled who provided with wheel chairs	44
No: of disabled who provided with housing aids	127
No: of disabled who provided with crutches and other devices	52
No: of disabled children who directed to education	23

2. Advance issued under advance account for the government servants 2013

Advance /Type of loan	No: of Officers	Amount issued
Festival	330	1,650,000.00
Special	223	557,500.00
Distress	223	12,226,235.99
Vehicle		
Motor Cycle		
Property		
Other	16	96,000.00
Total	740	14,529,739.99

Funds received from other departments/Ministries and expenditure

Head of Dept / Ministry	Ministry / Department	Allocation	Actual Expenditure	Balance /excess
105	Ministry of Economic Development	894,540,335.00	625,466,082.79	269,074,252.21
103	Ministry of Defence	124,056.00	122,606.00	1,450.00
286	Department of Land Commissioner General	16,964,955.00	16,451,639.66	513,315.34
217	Department of Probation and Child Care Services	2,304,640.00	2,764,648.45	(460,008.45)
216	Department of Social Service	1,898,218.32	1,851,110.30	47,108.02
183	Public Relations	1,682,325.00	1,655,796.80	26,528.20
218	Department of Commissioner General of Samurdhi	289,318,540.00	284,717,843.84	4,600,696.16
253	Department of Pensions	242,903,302.00	242,421,728.87	481,573.13
252	Census & Statistics	4,946,663.70	4,237,454.83	709,208.87
133	Science & Technology	955,727.05	683,503.61	272,223.44
201	Department of Buddhist Affairs	4,420,209.55	4,316,740.21	103,469.34
110	Ministry of Justice	3,035,700.00	2,794,490.25	241,209.75
307	Motor Traffic	5,537,000.00	5,449,716.62	87,283.38
124	Ministry of Social Services	19,988,251.50	18,951,359.00	1,036,892.50
152	Ministry of Irrigation & Water Management	3,107,731.41	2,780,103.26	327,628.15
120	Ministry of Child Development & Women's Empowerment	11,447,412.93	10,877,874.64	569,538.29
173	Public Management Reforms	770,000.00	512,371.00	257,629.00
121	Ministry of Public Administration & Home Affairs	6,755,715.65	6,075,467.78	680,247.87
106	Ministry of Disaster Management	26,543,337.19	25,983,533.18	559,804.01
118	Ministry of Agriculture	15,919,738.50	12,068,907.90	3,850,830.60
328	Dept: of Man Power & Employment	482,716.00	381,332.50	101,383.50
327	Land Use Policy Planning	2,288,388.00	2,067,229.35	221,158.65
181	Productivity Promotion	800,000.00	843,575.29	(43,575.29)
156	Ministry of Youth Affairs	6,810,170.00	6,775,548.11	34,621.89
254	Dept: of Register General	95,686.00	95,686.00	-
210	Dept: of Government Information	8,000.00	8,000.00	-
134	National Languages & Social Integration	421,781.00	413,455.25	8,325.75
204	Hindu , Religious and Cultural	200,000.00	200,000.00	-
101	Buddha Sasana & Religious Affairs	9,900,303.00	9,896,958.70	3,344.30
130	Local Government & Provincial Council	925,000.00	858,249.69	66,750.31
182	Foreign Employment Promotion & Welfare	2,383,879.00	2,243,644.80	140,234.20
179	Ministry of Agrarian Services & Wild Life	200,000.00	78,528.50	121,471.50
153	Ministry of Land & Land Development	1,686,210.00	1,613,290.80	72,919.20
185	Telecommunication & Information Technology	17,200,000.00	16,366,073.02	833,926.98
206	Cultural Affairs	230,000.00	146,516.50	83,483.50
226	Dept: of Emigration & Immigration	1,875.00	1,395.00	480.00
285	Dept: of Agriculture	1,499,737.25	1,434,557.73	65,179.52
219	Dept: of Sports Development	100,000.00	98,065.00	1,935.00
160	Ministry of Environment	25,000.00	25,000.00	-
227	Dept: of Registration of Persons	1,055,299.00	1,055,284.90	14.10
304	Dept: of Meteorology	80,500.00	72,100.00	8,400.00
		1,599,558,403.05	1,314,857,470.13	284,700,932.92

Summary of Recurrent and Capital Expenditure

Expenditure Head No : 275 **District Secretariat - Polonnaruwa**

Nature of Expenditure with DGSA format Reference	(1) Provision in Budget Estimates Rs.	(2) Suppliment ary Provision and Suppliment ary Estimate Allocation Rs.	(3) Transfers in terms of the F.R. 66 and 69 Rs.	(4) Total Net Provision (1+2+3) Rs.	(5) Total Expenditure Rs.	(6) Net Effect Savings/(Excess) (4-5)	Page No. (Reference to relevant DGSA format)
(a) Recurrent (DGSA 3)	231,675,000	41,933,340	0	273,608,340	260,462,068	13,146,272	3
(B) Capital (DGSA 4)	46,750,000	360,000,000	0	406,750,000	403,549,533	3,200,467	4
Total	278,425,000	401,933,340	0	680,358,340	664,011,601	16,346,739	

Recurrent Expenditure by Project

Project No./Names,personel emoluments and other expenditure for all projects	(1) Provision in Budget Estimates	(2) Supplimentary Provision and Supplimentary Estimate Allocation	(3) Transfers in terms of the F.R. 66 and 69	(4) Total Net Provision (1+2+3)	(5) Total Expenditure	(6) Net Effect Savings/(Excess) (4-5)
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Project No 1 & Title: General Administration & Establishment Services						
Personel Emoluments	18,300,000	5,933,340	1,109,000	25,342,340	25,342,016	324
Other Expenditure	12,325,000	0	-775,000	11,550,000	11,346,671	203,329
Sub Total	30,625,000	5,933,340	334,000	36,892,340	36,688,687	203,653
Project No:2 & Title: Divisional Secretariat's						
Personel Emoluments	169,000,000	36,000,000	-1,109,000	203,891,000	191,250,444	12,640,556
Other Expenditure	32,050,000	0	775,000	32,825,000	32,522,938	302,062
Sub Total	201,050,000	36,000,000	-334,000	236,716,000	223,773,382	12,942,618
Grand Total	231,675,000	41,933,340	0	273,608,340	260,462,068	13,146,272

Capital Expenditure by Project

DGSA 4

Object Code No.	Item No.	Financed by (Code No.)	Description of Items	(1) Provision in Annual Estimates	(2) Transfers in terms F.R. 66 and 69 and Supplimentary Provision and Supplimentary Estimate Allocation	(3) Total Net Provision (1+2)	(4) Total Expenditure	(5) Net Effect Savings/(Excess) (3-4)
			-	Rs.	Rs.	Rs.	Rs.	Rs.
			Rehabilitation and Improvement of Capital Assets	**8,950,000**	**0**	**8,950,000**	**8,324,100**	**625,900**
2001		11	Building and Structures	6,000,000	500,000	6,500,000	6,490,956	9,044
2002		11	Plant Machinery and Equipment	750,000	0	750,000	643,238	106,762
2003		11	Vehicles	2,200,000	-500,000	1,700,000	1,189,906	510,094
			Acquision of Capital Assets	**37,000,000**	**10,354,300**	**47,354,300**	**44,959,525**	**2,394,775**
2102		11	Furniture and Office Equipment	4,000,000	350,000	4,350,000	4,345,487	4,513
2103		11	Plant Machinery and Equipment	2,500,000	4,300	2,504,300	2,504,245	55
2104		11	**Building and Structures**	**30,500,000**	**10,000,000**	**40,500,000**	**38,109,793**	**2,390,207**
	1	11	Divisional Secretary - Thamankaduwa	4,000,000	-1,700,000	2,300,000	2,278,697	21,303
	2	11	Divisional Secretary - Welikanda	4,000,000	0	4,000,000	3,303,064	696,936
	3	11	Divisional Secretary - Lankapura	3,500,000	-215,000	3,285,000	2,638,040	646,960
	4	11	Divisional Secretary - Medirigiriya	3,000,000	0	3,000,000	2,544,667	455,333
	5	11	Other Construction	3,000,000	-3,000,000	0	0	0
	6	11	Divisional Secretary - Dimbulagala	4,000,000	0	4,000,000	3,850,000	150,000
	7	11	Divisional Secretary - Hingurakgoda	0	700,000	700,000	695,000	5,000
	8	11	Divisional Secretary - Elahera	5,000,000	-1,000,000	4,000,000	3,764,423	235,577
	9	11	Rehabilitation of District Secretariat's Quarters	4,000,000	15,215,000	19,215,000	19,035,903	179,097
			Human Resource Development					
2401		11	Staff training	500,000	-244,300	255,700	231,850	23,850
2502	1	11	Deyata Kirula	0	350,000,000	350,000,000	349,925,770	74,230
			Total	46,450,000	360,110,000	406,560,000	403,441,245	3,118,755

Capital Expenditure by Project

Expenditure Head
275

Project No. & Title : 2 , Divisional Secretariat

Object Code No.	Item No.	Financed by (Code No.)	Description of Items	(1) Provision in Annual Estimates	(2) Transfers in terms F.R. 66 and 69 and Supplimentary Provision and Supplimentary Estimate Allocation	(3) Total Net Provision (1+2)	(4) Total Expenditure	(5) Net Effect Savings/(Excess) (3-4)
			-	Rs.	Rs.	Rs.	Rs.	Rs.
			Human Resource Development					
2401		11	Staff training	300,000	-110,000	190,000	108,288	81,712
			Total	300,000	-110,000	190,000	108,288	81,712

Summary of Financing Expenditure by Programme

Expenditure Head No : 275 **Name of Ministry / Department / District Secretariat : District Secretariat - Polonnaruwa**

Financing		Programme 1 *		Programme 2 *		Grand Total		
Code	Description of Items	Net Provision ** 1	Actual Expenditure 2	Net Provision ** 3	Actual Expenditure 4	Net Provision ** 5	Actual Expenditure 6	percentage*** of Expenditure (6÷5)X100
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	%
11	Domestic Funds	680,358,340	664,011,601	-	-	680,358,340	664,011,601	98
12	Foreign Aid - Loan							
13	Foreign Aid - Grant							
14	Reimbursable Foreign Aid - Loan							
15	Reimbursable Foreign Aid - Grant							
16	Counterpart Fund							
17	Foreign Aid related Domestic Funds							
21	Special legal services							
	Total	680,358,340	664,011,601	0	0	680,358,340	664,011,601	98

Summaries of the Admin Account for the Advanced and Deposits Accounts-2013
District Secretariat -Polonnaruwa

Name of the Advanced /Deposit Account	Account NO	According to Departmental Books				
		Starting Balance upto 01/01/2013	No of Officers	Credit during the year	Debit during the year	Final balance upto 31/12/2013
		RS.		RS	RS	RS
Advanced for Government Officers	8493/0/0/0275/0011	75,365,593.46	562	23,247,348.67	22,382,951.13	76,229,991.00
Other Advanced						
Various Advanced						
iv.Deposits						
Public Deposits	6003/0/0/51/0/0	118,952,686.49		1,418,932,908.61	1,474,414,676.55	174,434,454.43
(ii)Other Deposits						

Revenues of Other Department & Ministries - 2013

Head	January	February	March	April	May	June	July	August	September	October	November	December	Total
10.03.07.02	757,160	596,150	718,450	468,310	597,020	560,100	505,350	472,900	564,700	666,450	786,250	693,850	7,386,690
10.03.07.03	18,252	13,065	12,540	17,288	15,900	13,170	18,000	17,813	13,050	19,845	14,040	11,550	184,512
10.03.07.05	12,390	4,260	3,720	2,920	760	1,560	7,900	950	600	1,110	12,960	6,030	55,160
10.03.07.99	425,656	596,219	511,819	249,268	264,009	326,575	419,098	304,530	240,810	368,066	30 7,510	294,867	4,308,427
20.02.01.01	103,734	160,348	169,039	144,913	101,604	136,220	174,111	147,501	212,241	168,006	163,658	183,246	1,864,621
20.02.01.03	161,054	208,926	491,517	520,787	87,775	1,034,190	327,223	2,419,798	668,860	1,433,439	2,044,943	532,632	9,931,142
20.02.02.01											28,735		28,735
20.02.02.99	262,406	257,757	256,060	254,792	253,011	251,861	251,877	250,065	246,872	363,257	255,040	287,397	3,190,394
20.03.02.07	67,000	52,500											119,500
20.03.02.09													
20.03.02.13	1,300	21,100	5,400	94,600	82,200	3,500	16,000	13,600	129,100	119,100	2,000	32,400	520,300
20.03.02.14	1,473,275	1,476,350	1,125,825	1,075,475	1,237,600	1,219,975	1,888,225	1,821,135	2,316,350	2,077,600	1,726,240	1,919,185	19,357,235
20.03.02.18													
20.03.02.99	1,450	6,250	4,100	23,700	1,850	13,591	4,210	5,200	1,600	2,500	4,010	6,668	75,129
20.03.90.00													
20.03.03.00	1,500	2,000	1,300	1,100	800	400	400	100	100	1,100		200	9,000
20.03.99.00	134,052	197,828	330,389	254,549	148,831	344,683	256,247	899,745	154,850	583,556	245,248	1,495,067	5,045,045
20.04.01.00	671,014	683,290	664,614	773,747	736,921	852,597	844,457	1,156,227	1,076,754	1,132,386	1,003,796	998,043	10,593,846
20.05.99.00													
20.06.02.00					54,000	94,600	332	2,771,870	130,150			520	3,051,472