



ஓடித் தர்பரணு ப்ரிபந்நி ஸ்ரீஸ்துத்
தேபார்ததேந்நுல

காணி஁பயோகக்கொள்கைத்திட்டமிடல்தி
ணைக்களம்

Land Use Policy Planning Department

2013

காரீய ஸா஁ந லார்தால
ஸெயற்திறன் அறிக்கை
Performance Report



ஓவ்ம் பரீ஁ர஁ ப்ரநிபந்நி ஸ்ர஁஁஁த் தீபார்ததீந்நுவ
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செயற்திறன்அறிக்கை

Performance Report

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Land Use Policy Planning Department (LUPPD)

01. Introduction

“Land Use Policy Planning Division” was established in 1983, as a unit under the Ministry of Land and Land Development in order to introduce the scientific land use planning to the country. Considering the needs of the country, the activities of the division were expanded giving more responsibilities. Subsequently the division was upgraded to a department status in year 2010.

The Land Use Policy Planning Department (LUPPD) has a central administration operating by a head office situated at Narahenpita with 25 district offices network. The district Land Use Planning Officer is the officer in charge of the district offices. There are 245 divisional level officers who are attached to Divisional Secretariats. In order to expand the activities at field level 148 graduate trainees were recruited as development officers in 2013.

1.1 . VISION

“ Optimum and Sustainable Utilization of Land Resources in Sri Lanka ”

1.2. MISSION

Formulation of policies , preparation of plans and facilitating their implementation by an efficient and committed staff to achieve the optimum utilization of land resources while maintaining sustainability and environmental balance for the satisfaction of our stakeholders and the land users.

1.3. MAIN OBJECTIVES OF THE LUPPD

1. Create the legal background for implementing the National Land Use Policy adopted for Sri Lanka.
2. Prepare a National Land Use Plan for Sri Lanka
3. Provide technical guidelines so as to utilize the limited land resources for the betterment of the human beings while maintaining environment equilibrium.
4. Issue recommendations and directives to establish the conservation and future existence of Land resource in development plans based on the land resource.
5. Launch programmes so as to expand the knowledge, training and education on scientific land use planning.

1.4. Role of the LUPPD

Land Use planning activities are undertaken by the department at two levels:

(A) Macro-Level

At this level Land Use Plans are prepared for Province District and Divisional Secretary's Divisions. Priority has been given to Prepare Divisional Land Use plans in all districts and District Land Use plans in Northern and Eastern provinces under the program to implement the recommendations of the report prepared by Lesson Learnt and Reconconciliation Commission (LLRC).

(B) Micro-level

At this level the major activities are:

- (1) Demonstrate how to undertake Village Level Land Use Planning.
- (2) Preparation of programs for rehabilitating degraded areas.
- (3) Demonstrating the efficient use of vacant lands in government office premises and schools.
- (4) Conducting land suitability studies for unused lands on the request of state institutions.

The above land use planning activities are supported by

- (1) Maintaining a Land Use Information system
- (2) Preparing District Level Land Use Maps.
- (3) Organizing awareness programs on Land Use Planning, for the benefits of Land Users, Government officers concerned and School children.
- (4) Organizing District and Divisional Level Land Use Planning Committees to address land use problems that surface from time to time, at the District and Divisional levels

03. Human Resource Management

3.1. Carder Position

Serial No.	Approved Carder	No. Of Posts	No. Of Officers Last Year	Changes within the Year 2013					Present Number
				Pension	Transfers		New Recruitments	Promotion	
					Out	Joined			
01	Director General	01	-						01
02	Director	01	01						-
03	Deputy Director	02	01						01
04	Accountant	01	01		-				01
05	Internal Auditor	01							
06	Assistant Director	05	04	01					03
07	System Analyst / Programmer	01	01						01
08	Administrative Officer	01	-						01
09	Land Use Planning Officer	25	17	02					15
10	Assistant Land Use Planning Officer	350	307		08		148		299
	Land Use Planning Assistant /Development Officer	200							148
11	Pub. Management Assistant	33	29		02	02			01
12	ICT Assistant	02	02						02
13	Driver	14	14						14
14	K.K.S.	29	29						29
15	Budget Assistant	01	00						01
16	Draftsmen	25	22						22
	Total	691	428	03	10	02	148	01	566

3.2. Transfers

Serial No.	Name and Designation	Transfers Out Going		Transfers in coming		
		Date	Transfers To	Name of the Successor	Date	Transfers From
01	Mrs. Y.N.P.Yapa (Management Assistant)	2013.01.31	Labour Department	Mrs.K.G.Chandrawathi (Management Assistant -I)	2013.01.11	Police Department
02	Mr.K.W.Siril Abewickrama (KKS)	2013.01.03	Agrarian Service Department	Mr.G.H.Jayathilaka (KKS)	2013.01.31	Sri lanka Customs Department
03	Mr.G.H.Jayathilaka (KKS)	2013.01.31	Labour Department	Mr.D.Jayaweera (KKS)	2013.01.31	Labour Department
04.	Miss.I.G.Darshanika (Management Assistant)	2013.01.11	Devinuwara Divisional Secretariat	-	-	-
05.	Mr.Delpachithra (Management Assistant)	2013.02.06	Ministry of Fisheries and Aquatic Resources	Mr.Delpachithra (Management Assistant Officer)	2013.01.08	Sri lanka Custom Department

3.3. Administration

Serial No.	Description	Last Year (2012)			Current Year (2013)		
		Number Received	Number Approved	Balance	Number Received	Number Approved	Balance
01	Recruitments	-	-	-	148	200	52
02	Examinations Held	-	-	-	01	-	-
03	Interviews Held	-	-	-	-	-	-
04	Confirmation in post	08	08	-	-	-	-
05	Promotions	-	-	-	-	-	-
06	Payment of Increment	396	418	22	418	355	63
07	Extension of Service	-	-	-	-	-	-
08	Preparation of Recruitment Procedures	05	03	02	05	03	02
09	Vacation of Post	-	-	-	01	-	-
10	Interdiction	01	01	-	-	-	-
11	Re - Instatement	-	-	-	01	-	-
12	Disciplinary Inquires	01	01	-	-	-	-
13	Leave Abroad	01	01	-	01	01	-
14	Foreign Scholarships	-	-	-	01	-	-
15	Cabinet Memorandum	-	-	-	01	-	-
16	Signing Bonds	-	-	-	-	-	-
17	Release of Bonds	-	-	-	-	-	-
18	Loan Approved (Distress)	68	51	17	62	28	34
19	Property	05	05	-	20	20	-
20	Vehicles	24	-	-	-	-	-
21	Others	-	-	-	-	-	-
22	Released	-	-	-	-	-	-

3.4. Human Resource Development

Foreign Tranning

Serial No.	Course/ Institute	Name of the Officer	Designation	Country	Period
01	Planning of Management of National mapping , surveying	Mrs.S.H.C.K. Ariyawansha	Assistants Land Use Planning officer	Japan	04 Months

Local Tranning

Serial No.	Course/ Institute	Name of the Officer	Designation	Institution	Period
01	Work shop on Self Motivation & Positive Thinking and Annual Work Plan of LUPPD	325 Officers	Assistant Directors, District Land Use Planning Officers/ Assistants Land Use Planning Officers/Land use planning Assistants/ Draft men	Organized by LUPPD	01 Day
02	Post Graduate Degree	09 Officers	Assistants Land Use Planning Officers/Land use planning Assistants	University of Peradeniya , kelaniya, Colombo & Sri Jayawardanapura Universities	1-2 years
03	GIS Training	08 Officers	Land use planning Assistants	Post Graduate Institute of Science	06 Days
04	ARC GIS Training	01 Officer	System Analyst	GIS Solution Pvt Ltd	05 Days
05	Training on Land Use Planning and office Management	130 Officers	Development Officers	Organized by LUPPD	03 Days
06	ICT Skill Training for government officers	04 Officers	Assistants Land Use Planning Officers/Land use planning Assistants	District Secretariat Anuradhapura	16 Days
07	Geospatical forum	04 Officers	Deputy Director, Assistants Director, District Land Use Planning Officer, ALUPO	Survey Department	01 Day

Serial No.	Course/ Institute	Name of the Officer	Designation	Country	Period
08	Traning on Productivity	05 Officers	Assistant Director, Assistants Land Use Planning Officers/Land use planning Assistants	Ministry of land & Land Development	02 Days
09	Training Work shop – ISO.9001-2008	50 Officers	Assistant Director, Assistants Land Use Planning Officers/Land use planning Assistants/Management Assistant	Sri lanka Standard Institute	03 Days
10	GPS Training	30 Officers	Land use planning Assistants , Assistants Land Use Planning Officers	Organized by LUPPD	01 Day
11	Maintain Personal Files	02 Officers	Management Assistant	Institute of skill development	01 Day
12	Traning on Use of Google Pro software in land use planning	27 Officers	Assistants Land Use Planning Officers, Land use planning Assistants	Organized by LUPPD	02Days
13	Skill Development	03 Officers	KKS / Driver	Skill Development private Institution	01 Day
14	Training on data collection	85 Officers	Land use planning Assistants and Dos in N&E Districts	Organized by LUPPD	02Days
15	Training on updating of land use maps	85 Officers	Land use planning Assistants and Development Officers in North & East Districts	Organized by LUPPD	02Days
16	Training on soil	20 Officers	Assistants Land Use Planning Officers, Land use planning Assistants	Organized by LUPPD	01 Day
17	Training on Interviews	01 Officer	Deputy Director (LUP)	Skill Development Institute	01Day
18	Certificate course on English Language	03 Officers	Assistants Land Use Planning Officers, Land use planning Assistants , Development Officers	Sri Lanka Institute of Development Administration	01 year
19	Tamil Language	20 Officers	Development Officers, Management Assistant , KKS	National Institute of Language Education and Training Language	10 Months

04. Financial Management

4.1. Budget Estimate - 2013

Estimate

	Previous Year (2012)			% of Expenses	Current Year (2013)			% of Expenses Savings
	Allocation	Expenditure	Savings		Allocation	Allocation	Expenditure	
1 Project 1					2 Project1			
Salaries & Wages	130,515,345.12	130,232,970.90	282,374.22	99.78%	155,789,000	155,789,000	48,250.41	99.96%
Other recurrent	31,668,357.88	31,029,225.21	639,132.67	97.98%	31,881,000	31,353,292.38	527,707.62	98.34%
Capital							725,562.53	
2001	11,000,000	4,630,834.62	6,369,165.38	42.09%	9,400,000	8,674,437.47		92.28%
2002	1,800,000	355,998.80	1,444,001.20	19.77%	1,800,000	680,096.55	1,119,903.45	37.78%
2003	2,727,597	2,727,596.82	0.18	99.99%	3,8000,000	3,146,267.82	653,732.18	82.79%
2101	-							
2 Project 2								
Salaries & Wages								
Other recurrent								
Capital								
2001								
2002								
2003								
2101								
Total	177,711,300	168,976,626.35	8,734,673.65	95.08 %	202,670,000	199,594,543.81	3,075,156.19	98.48%

Government officers advance “ B ” account

Limits	Previous Year (2012)		Current Year (2013)	
	Estimate	Actual		Estimate
Maximum limits of Expenditure	18,000,000	6,544,712.10	18,000,000	17,514,785.32
Minimum limits of credit balance	6,500,000	8,983,964.04	6,500,000	7,764,353.75
Maximum Limits of Debit balance	48,500,000	34,401,598.53	60,000	44,152,030.10

4.2. Physical Resource Management

Movable Assets

Serial No.	Type Of Assets	As at the begining of the Year	Changes Within the Year				As At End of the Year
			Acquisitions	Purchasing	Auction	Destroy	
1	Heavy Vehicles	-					-
2	Cabs	06					06
3	Van	01					01
4	Jeep	15			03		12
5	Motorbike	-					-
6	Foot Cycle	01					01
7	Duplicator	01					01
8	Photocopier	26		03			29
9	Computer	132		18	11	01	138
10	Computer Printers	43			04		39
11	Laptop Computer	26		08	01		33
12	Fax Machine	19		08	01		26
13	Type Writer (Manual)	-					-
14	Type Writer (Electronic)	-					-
15	Safe	01					01
16	Digital Camera	26					26
17	Video Camera	-					-
18	Television	02					02
19	Radio	-					-
20	Refrigerators	01					01
21	Computer Printers (Colour)	21		03	02		22
22	Scanner	27					27
23	Multimedia	19		07	02		24
24	G.P.S.	52		18			70
25	Internet Facilities	22		ADSL			22
26	Slider Projector	-					-

05. Development Activities

5.1. Preparation of Divisional Land Use Plans

Priority has been given to prepare Divisional level land use plans in every districts. The objective of this activity is to guide the sustainable utilization of land resource in the country. However it is noted that most of the lands in the D.S.Divisional have already been utilized. This plan helps to improve the existing land use and conserve the areas that have to be protected. The target for the year 2013 is to complete 85 plans by December 2013. Ninety percent (90%) of the work has been completed.

Awareness program for the preparation of Divisional land use plans



Killinochchi District



Anuradhapura District

5.2. District Land Use Planning Committees (DLUPC)

In Order to regulate the land use in Srilanka a collective approach is needed by the relevant Departments / Institutions. Hence land use planning committees at different levels such as National, District, Divisional and Village levels have to be established.

District Land Use Planning Committee has been functioned according to the guidance given by LUPPD. The committee is chaired by District Secretary/GA. District Land Use Planning Officer acts as the secretary of the committee. The committee usually gathers minimum of once in three months. However, GA can call upon additional committee meetings when it is necessary.

When the committee has to take a decision on a critical issue GA can appoint a sub committee consisted of relevant committee members in order to undertake special studies on the issue.

Role of the DLUPC:-

1. Identify and report the availability of un used lands in the District.
2. Determine the priorities of the development activities of the field of land use planning.
3. Identification of areas for future developments in urban and rural sectors.
4. Identification of lands and make recommendations to release them for various development activities in the district .
5. Discuss and finalize the recommendations of the divisional land use plans.
6. Convey the information about district level major land use issues to the National level Land Use Planning Committee.
7. Give necessary inputs to the land use plans at divisional and village levels.
8. Establish a land use information system at the district level for land use planning
9. Monitoring the implementation of land use plans.
10. Coordinate land use activities of the various institutions.

Composition of the DLUPC:

1. District Secretary/GA (Chair person)
2. Divisional Secretaries
3. District Land Use Planning Officer (Secretary)
4. Provincial Land Commissioner/ Assistant Commissioner
5. Deputy Director (Agriculture Extension)
6. District Forest Officer
7. Survey Superintendent
8. Assistant Commissioner - Agrarian Services
9. Irrigation Deputy Director
10. Assistant Commissioner Local Government
11. Assistant Director Export Crops
12. Manager, Tea small Holding Authority
13. Deputy Director, Rubber Development Department
14. Divisional Manager, Coconut Cultivation Board
15. Assistant Director, Central Environment Authority

GA can nominate additional members from other departments/institutions when it is necessary.

The target in year 2013 was 50 Districts land use planning committees and achieved the target. For each committee meeting Rs.3000/- was allocated.

5.3. Divisional Level Land Use Planning Committee

Divisional level land use planning committees have been functioned with directions of District level land use planning committee of the respective district. Land use planning activities in the division are undertaken with the coordination of the divisional level committee. Divisional Secretary of the division chair the committee and land use planning assistant carry out the secretarial and coordination work of the committee.

Role of the Divisional Level Land Use Planning Committee.

- 1) Assist the preparation of divisional level land use plans and implementation process.
- 2) Identification of priority areas of land utilization.
- 3) Identification of land use issues, provide recommendations and forward to the district committee if necessary.
- 4) Prepare an action plan based on the land use planning recommendations for short term and long term basis. This plan should be included to the Divisional level annual plan.
- 5) Make recommendations to the National and district level committees when it is necessary
- 6) Make recommendations for land alienation
- 7) Make recommendations for land acquisition
- 8) Provide guidelines and directions to village level land use planning committees.
- 9) Identification of lands in the division for future development activities.
- 10) Provide recommendations for allocation of lands for various uses based on the land suitability.
- 11) Establish land data base at divisional level and link with district data base.

Composition of the Divisional Level Land Use Planning Committee

1. Divisional Secretary (Chairperson)
2. Land Use Planning Assistant (Secretary)
3. Land Officer/ Colonization officer
4. Agriculture Instructor
5. Divisional officer - Agrarian Service
6. Range Forest Officer
7. Assistant Superintendent of Survey
8. Extension officer (Tea/Coconut/Rubber)
9. Livestock Development Instructor
10. Environment Officer
11. Representative of the Farmer Organizations
12. Representatives from plantation sector
13. Representatives of relevant NGOs

The target in year 2013 was 400 Divisional land Use Planning Committees and achieved 373. Each committee Rs. 1500/- was allocated for the Refreshments. In some divisions this committee was held along with Divisional Agricultural committee. Therefore, total allocation had not been fully utilized.

5.4 . Implementation of Village level land use planning demonstrations

Depend on the number of Land use issues present in the GN divisions a village/villages has been selected to implement the village level land use plan demonstration. In addition to the above criterion used in selecting a village, active participation of the land users in the village in planning process also considered. The procedure starts with the collection of relevant data and preparation of the project proposal for a village. The proposal is prepared by Land Use Planning Assistant in the division and forwarded to the Head Office through the District Office. After getting the approval the project will be implemented under the supervision of District Officer. The target in year 2013 was 80 villages and the program was successfully completed in 70 villages. For each program Rs. 100,000.00 was allocated in 2013. Some of the demonstrations which have been started in 2012 are being continued with the allocation of Rs.10,000.00 per program. There are 50 programs are being continued in 2013.

Village level land use planning demonstrations implemented in 2013**Gampaha District****5.5. Establishment of parcel level Land Use Demonstrations**

This program is more popular among the other programs since it gives the direct impact to the community including school children and public servants. The objective of this program is to make aware and provide skills and knowledge to the community how to utilize the small plot of land in efficient and productive manner. Usually limited land areas available in schools, district secretariats and divisional secretariats have been selected for the program. The target of the year 2011 was 50 demonstrations and achieved the target Rupees 50,000 was allocated for each demonstration.

**Colombo District****Moratuwa D.S.Office****Kurunegala District****Walpaluwa Primary School**

5.6. Rehabilitation Programmers for Degraded Lands

Any land can be degraded if it has not been managed properly. Agricultural lands are also degraded due to poor management. Therefore, under this program strategies will be introduced to develop the degraded agricultural lands. The degraded areas are identified while implementing the first stage of the Action Plan. The project proposal is prepared including technical measures to rehabilitate the degraded areas and forwarded to the head office for the approval before implementation. The target in year 2013 was 59 rehabilitation programmes and 47 programmes were successfully completed. For each program Rs. 50,000.00 was allocated in 2013.

Implementation of Programs for Degraded Lands in 2013



Kurunegala District



Nuwaraeliya District

5.7. Conducting School and community awareness Programmers on land use planning

The objective of the program is to create awareness among the school children on the use of land resource in a sustainable manner for future generations. Since land use planning has been included to the advance level Geography stream this program is more appropriate and useful to the school children. Target of the year 2013 was 716 programs with the achievement of 654 programs. Allocation for each program was Rs. 3000.00.

Awareness program for school children and Community in 2013



Galle District



Kurunegala District



Hambantota District

5.8. Preparation of land suitability reports

Rational allocation of land resource for different development activities is based on the determination of the land suitability for the required purpose. The suitability of the lands is determined by using different criteria and provides as a report to the requested parties. For this service a fee to cover up the administrative cost was charged since 2011. Three thousand five hundred sixty six (3566) reports were provided to the requested parties in 2013.

5.9. Special Projects

(1). Preparation of land use plans based on the **LLRC** recommendations.

Based on the recommendations given in the Lessons Learnt and Reconciliation Commission (LLRC),(Para 9.152) preparation of district land use plans for the districts of North & east have been started in 2012 by appropriating a national and district level expert groups. The process is being continued in 2013 & 2014.

District land use plans for 08 districts are being prepared by having an objective to guide the district administration in land conservation and alienation to ensure the protection of environment and bio-diversity, sustainable economic development, leisure and recreational standards religious, cultural and archeological sites with a view to improving the quality of life of the present and future generation.

National and District Expert groups have been appointed inorder to obtain technical assistance and recommendations.

Preparation of base maps, awareness creation at District and Divisional levels in order to obtain the views of the stakeholders were completed. Updating of Land Use maps has been started.

Progress of the preparation of land use plans based on LLRC recommendation.

Physical Progress of the preparation of District Land Use Plans up to December 2013

District	No. of Divisional Secretariat	No. of Divisional Secretariat Completed
Jaffna	15	5
Killinochchi	4	0
Mullathive	6	5
Vavuniya	4	3
Mannar	5	5
Ampara	20	19
Batticaloa	14	14
Trincomalee	11	11
Total	79	62

Implementation of LLRC program**Vavuniya District****Awareness program****Vavuniya District****Field Training**

(II) “Deyata kirula” National Exhibition program

“Deyata kirula” was held in Ampara District in 2013 and development programs were conducted including Polonnaruwa and Trincomalee districts by the Department. An exhibition stall was prepared at Ampara HARDY with the help of the district officer and other officers in the District land use planning office.

Exhibition stalls were evaluated by the “Official Languages Commission” to select the best stalls which exhibited according to the official language policy. The stall of the LUPPD has been selected by obtaining 1065 marks and awarded a certificate.



(III) Other Special projects carried out in 2013

- Drafting of a National Policy for the protection and conservation of water sources and their catchments and Reservations based on the request made by Parliamentary Advisory Committee.
- Identified the lands suitable for rubber cultivation in Ampara based on the request made by Ampara G.A.
- Identified the grazing lands in Ampara and Batticaloa districts based on the request made by the Ministry of Livestock Development
- Identified the lands suitable for sugar cane cultivation based on the request made by Ministry of Sugar Industry.
- Carried out the river bank conservation project at Attanagalu oya.
- Identification of unused lands in plantation sector
- Mapping of the Tea and Rubber lands using GIS technique (Kalutara, Galle, Rathnapura, Kegalle, Kandy and Matara Districts)

5.10. Training Workshop on Annual Action Plan

A workshop was held with the participation of all the officers of the Department to discuss the annual work plan of 2013. In addition to the program discussions and , subject related presentations were delivered by the experts from related institutions to develop the subject knowledge of the officers.

5.11. Progress of the Programmes at District Level

Summary of the progress of the implementation of the District programs

Program	Target	Progress
Preparation of Divisional Land Use Plans	85	78
District Level Land Use Planning Committees	50	50
Divisional Land Use Planning Committees	400	373
Village Level Land Use Planning Demonstrations (New)	80	70
Village Level Land Use Planning Demonstrations (Continuation)	50	50
Parcel Level Land Use Plans (Continuation)	92	92
Rehabilitation of Degraded Lands (Continuation)	59	47
School Awareness programmes	716	654

Development Activities Progress Summary - 2013

