

Performance Report -2013

Sri Lanka has reached the threshold of a new era following the successful ending of the long term conflict and completed four years of peace, stability and security. The economic stability in the country has given encouraging signals to the country to embark on a fresh approach. After many years of stagnation, a rapid economic growth is taking place and moving towards a middle income country with the vigilant and prudent policies of the government. The objective of our next massive leap forward is to transform Sri Lanka into a strategically important economic centre of the world and as a strong middle income country.

As a country emerging from the shadows of terrorism into a bright, prosperous future, Sri Lanka has many challenges to face and many opportunities to explore. Sri Lanka has strong growth prospects with its immense potential to become an economic hub of the region. “ Mahinda Chintana-Vision for the Future”, the policy framework of the government envisages sustain progress towards a US\$ 100 billion economy by 2016 and a US\$ 4000+ per capita income and a US\$ 8500 and US\$ 185 billion economy by 2020 (Unstoppable Sri Lanka). However, there are many challenges for its journey to become an upper middle income country and beyond. With the proper policy framework, continual flow of investments to the country and improved innovation and productivity enhancement, the country can achieve sustainable high growth rates and long term growth targets. In this context, steady improvement in productivity at every individual, organizational and national level is vital.

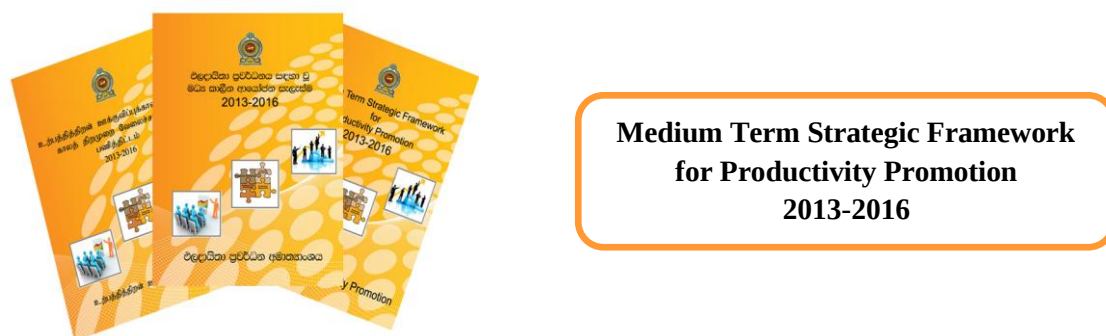
In a highly competitive, globalized environment with a limited resource endowment, all of factors would be second to productivity. For sustained prosperity, productivity is the key. Since the government has been very much aware of the need of productivity improvement in the global and domestic economic context, Ministry of Productivity Promotion has been assigned a mandate to assist all sectors/entities, all communities in the country by providing guidance and facilitation to enhance the levels of productivity with a view to making the national vision a reality.

As the major policy making body of productivity promotion, the ministry has made greater efforts to improve productivity in the country by making aware of all sectors on inculcating productivity in their day today activities. The ministry has also articulated several initiatives to formulate implement and reorient productivity policies in the Medium-Term Policy Framework. Being the implementation arm, National Productivity Secretariat (NPS) has drawn-up a comprehensive three year Investment Plan to expand the productivity movement to the Public, Private, Education and the Community sectors island wide for inculcating the productivity culture in the country.

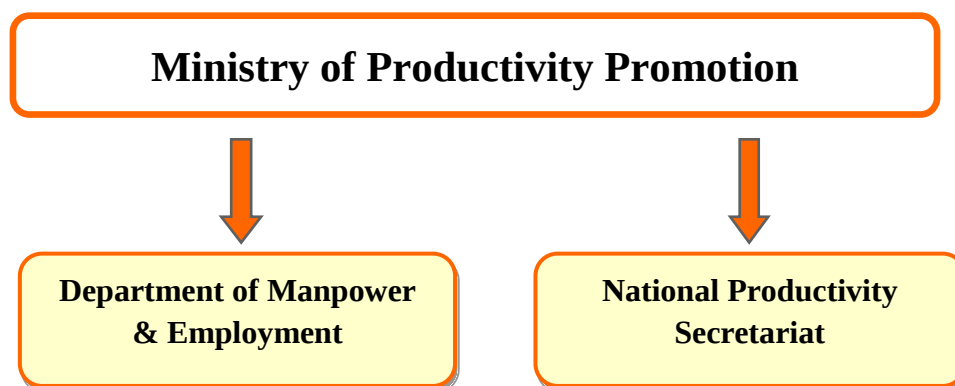
The Ministry has made several initiatives to implement Manpower and Employment Policy in Sri Lanka, and to develop competitive, skilled and flexible workforce. The Department of Manpower & Employment implements its programs with a view to building-up a strong and efficient labour force in the country.

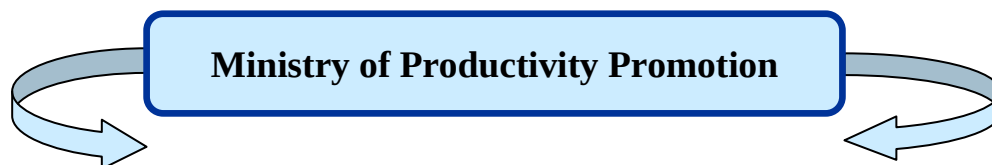
The Medium Term Policy Framework of the Ministry has been formulated for the period of three years from 2013-2016 and within the next three years; the Ministry will pursue the policy objectives in line with the government policy framework. The Ministry has initiated its productivity journey with this new policy framework from the beginning of 2013. The Ministry was re-located in a new location, Sethsiripaya Second Stage and Hon. Basheer Segudawood, has assumed duties as the Minister in-charge of the Ministry of Productivity Promotion. The Ministry has accelerated its work plan with a new vision, and new targets in line with the Medium Term Policy Framework.

This Progress Report - 2013 highlights the operational and financial performance of the Ministry and the National Productivity Secretariat (NPS) as at 31st December 2013.



The Institutional Structure of the Ministry





National Productivity Secretariat

The National Productivity Secretariat (NPS) is the implementation arm of the Ministry of Productivity Promotion. The NPS was established in 1994 under the Ministry of Labour. Since then, various actions have been taken to enhance the productivity in the country. In conformity with the Mahinda Chinthana-Vision for the Future, the development policy framework of the government, the primary and overriding responsibility of the NPS is to enhance productivity in the country 5 to 6 percent annually by increasing all sectors through a national productivity movement during the next decade. Being the implementation arm, the NPS conduct productivity promotion programs, training & consultancy, research & development and performs as Sri Lanka Liaison Office to the Asian Productivity Organization (APO).

Department of Manpower & Employment

The Department of Manpower and Employment was established in 2010 under the Ministry of Labour Relations & Productivity Promotion in terms of the Extraordinary Gazette No. 1640/31 dated 12.02 2010. It now functions under the Ministry of Productivity Promotion. The Department has a key role in implementing the National Manpower and Employment Policy of Sri Lanka. The objectives of the Department is to develop highly skilled, dynamic and globally competitive workforce, minimize unemployment and establish comprehensive robust labour market information system. With a view of this, the Department is engaged in formulation and implementation of policies, conducting employment creation and promotion programs, career guidance programs, establishing labour market information systems and services offered by the Jobs Net.

Productivity isn't everything, but in the long-run it's nearly everything.....

Increasing work place efficiency and productivity by 50 percent during the next six years by introducing a new work ethic under the theme ‘Mawbima Dinawamu’

(Mahinda Chinthana-Vision for the Future, p 98)



“Our main development target for the present decade is to raise the productivity by 5-6 percent....”

The Budget Speech 2011...

Vision

Higher standards of living and better quality of life for all through higher productivity at all levels with equity.

Mission

Formulate policies and strategies to create a highly skilled, dynamic and competitive labour force and to be the center of excellence in promotion productivity 5-6 percent annually.

Objectives

1. Formulation of policies and strategies pertaining to the promotion of productivity and the labour market trends
2. Adding zest required for raising the productivity of all levels of Sri Lanka's economy for the systematic operation of the labour market, its smooth functioning, stimulation and promotion
3. Carrying out the functions of supervision and coordination in implementing the labour market policies, productivity promotion programs and projects
4. Improvement of the productivity management systems at all levels and in all aspects of the Sri Lankan economy, exerting supervision and providing guidance
5. Establishing appropriate institutional framework and methodologies for the realization and sustaining of the above objectives

Cadre Information as at 31st December 2013

Designation	Service	Grade/ Class	Approved Cadre	Existing Cadre	Vacancy
Secretary	SLPS	Special	01	01	-
Additional Secretary	SLAS	Special	02	01	01
Chief Accountant	SLACS	I	01	01	-
Senior Assistant Secretary	SLAS	1	02	01	01
Accountant	SLACS	II/III	01	-	01
Internal Auditor	SLACS	II/III	01	01	-
Deputy/ Assistant Director	SLPS	II/III	01	01	-
Assistant Secretary	SLAS	II/III	02	02	-
Administrative Officer	PMAS	Supra	01	-	01
IT Officer	ITS	-	01	-	01
Development Assistant	ASSO. Officers	-	10	07	03
Translator	TS	-	01	-	01
Public Management Assistant	PMAS	-	15	06	09
Coordinating Secretary for the Secretary	Temporary	-	01	-	01
Driver	DS	-	15	14	01
KKS	OES	-	08	07	01
Camera Operator (Photographer)	Temporary	-	01	-	01
Camera Operator (Video)	Temporary	-	01	-	01
Assistant Camera Operator	Temporary	-	01	01	-
Total			66	43	23

Approved Cadre - 2013

❖ Translator – 01



**Effective HRM practices
have a strong positive
impact on the bottom
line.....**

Employees are essential to achieve organizational goals. Enabling and empowering the workforce ensures the success of the organization. We have realized the need of greater awareness, knowledge and skills of employees for organizational success. Hence, during 2013, the Ministry focus was given towards capability building of the staff including newly recruited Graduates with a view to increasing their performance.

Institution	Training Program
University of Colombo	Certificate Course on Research Methods for Professionals
British Council	General English
Post Graduate Institute of Management	Post Graduate Program
Skill Development Fund Ltd	Developing Management Assistant Transport Management Drivers & Minor Employment on correct attitudes & Motivation Training Program on Capacity Building of Office Assistant
Association of Public Finance Accountants of Sri Lanka	Payroll Training CIGAS Training
Department of Official Languages	Tamil Language Training Sinhala Language Training
Public Service Training Institute	Store Management
Sri Lanka Institute of Development Administration	Training Program on Audit activities Duty Improvement Training

Training Programs (Overseas)



Improve workplace efficiency and effectiveness through guiding & facilitation.....



During 2013, the officers of the Ministry have been participated several foreign trainings that helps to develop leadership skills, knowledge, attitudes, and personal productivity. The details of the training programs are given below.

Program	Country	Name of the Officer	Designation
55 th Session of the APO Governing Body	Tokyo, Japan	Dr. (Mrs) Damitha de Zoysa	Secretary
54 th Workshop Meeting of Heads of NPOs	Fiji	Dr. (Mrs) Damitha de Zoysa	Secretary
Performance Management of Service	Pakistan	Mr. L.H. Thilakaratne	Senior Assistant Secretary
Strategic Planning Workshop for APO Liaison Officers	Tokyo, Japan	Mrs. Thilaka Jayasundara	Director, NPS
Workshop on Expanding Business Excellence	Singapore	Mrs. Thilaka Jayasundara	Director, NPS
Workshop on Quality Awards for Practitioners	Bangkok, Thailand	Mr. B.A.A.D Subasinghe	Assistant Director
Lean Six Sigma for the Service Sector	Pakistan	Ms. A.D.T.S Rupasinghe	Assistant Secretary
NPOs Workshop on SMEs Productivity Measurement & Analysis	Singapore	Mr. L.P.L Guarathna	Assistant Director
Training Course on Management Consultancy for Green Productivity	Tokyo & Osaka, Japan	Ms. W.N.K Somaratne	Development Assistant
Multi Country Observational Study Mission on SME Best Practice in Service Excellence	Taipei, Republic of China	Mr. G.P Janak Nishantha Perera	Development Assistant

Multi Country Observational Study Mission on SME Best Practice in Service Excellence	Taipei, Republic of China	Mr. Don Ruwan Harshajeewa Gamage	Development Assistant
Development of Productivity Practitioners	Philippines	Ms. A. Chamila Liyanage	Development Assistant
Participation for Training Course on Total Quality Management for SMEs in the Service Sector	Bangladesh	Mr. P.A.S Karannagoda	Development Assistant
Development of Centre of Excellence –Workshop on Development of Model Projects for Green Productivity	China	Mr. W.S.P Priyadarshani	Development Assistant
Training Course on Development of Productivity Practitioners- Advanced Program	Malaysia	Ms. R.S.K Vilasini Wimaladasa	Development Assistant
Training Course on Development of Productivity Practitioners- Advanced Program	Malaysia	Mr. M.K Wimalaratna	Development Assistant
Training of Trainers and Consultants in Green Productivity	Malaysia	Mr. R.G Nimal	Development Assistant
Training of Trainers and Consultants in Green Productivity	Malaysia	Ms. T.P Inoka Dilhani	Development Assistant
Advanced Training Course for Green Productivity Practitioners	Japan	Mr. Isha Ratnakamal	Development Assistant

Special Programs

Various programs have been conducted by the Ministry paralleled to the Deyata Kirula program 2013 which was held in Ampara District.



Different productivity programs were conducted by the National Productivity Secretariat targeting public sector, school sector and the community sector aimed at productivity improvement. The Department of Manpower & Employment has conducted self employment training programs, job placements programs and entrepreneur development training programs with a view to minimize unemployment in the area. Certificates were awarded and tool kits were distributed to the participants of the Livelihood Development Program conducted by the Department of Manpower & Employment.



The exhibition stall depicted the activities of the Ministry and its institutions. Special attention was given to disseminate information on productivity concepts & information related to the Department of Manpower & Employment. Officers of the Ministry who attached to the Stall provided visitors with explanations, briefings and demonstrations of the exhibit on display. The stall attracted a large crowd. Among the participants were a large number of school children, school leavers and job seekers.



Hon. Minister distributes school bags, shoes & socks for the students of Ampara Pannalgama Maha Vidyalaya (winners of Productivity Gold Awards-School Sector)



Exhibition Stall of the Ministry 2013 Deyata Kirula

Strengthening the Internal Audit System

Internal Audit Unit and Audit & Management Committee

The Internal Audit Unit actively works with the Ministry & its institutions to accomplish its objectives by bringing a systematic and disciplined approach to evaluate & improve the effectiveness of risk management, internal control & governance processes. It also helps smooth implementation of the activities, operations, financial systems & internal control.

The Internal Audit Unit carried out continuous auditing activities of the Ministry, the Department and the NPS during the period.

The Audit & Management Committee consisting five members have been established and four meetings have been conducted during the period with a view to encouraging efficient utilization of the resources of the organization & promotion of people's friendly service delivery in conformity with Treasury guidelines.



Progress Review & Performance Evaluation

The Ministry has given the highest priority for monitoring and follow up action on monthly & quarterly during the period. The monitoring activities helped discuss progress, identify gaps & difficulties which hinder the performance, identify problems, and take prompt decisions with regard to the smooth implementation of the activities of the Ministry.



Progress Review Meeting conducted by the Hon. Minister of Productivity Promotion

Post evaluation of productive SMEs

Small & Medium Scale Enterprises (SMEs) nearly account for 80-90 percent of the total number of enterprises in Sri Lanka. The SME sector has been identified as an important strategic sector for promoting regional growth and social development. The Ministry has implemented various productivity promotion programs for the SME sector.

The Ministry Officials visited several Small & Medium Scale Enterprises (SMEs) which achieved a remarkable progress by implementing productivity best practices under the guidance & supervision of the Ministry.

Best Use of Productivity Best Practices...

Ranaviru Apparels.....



Ranaviru Apparel is one of the garments that produces high quality uniforms for the Army Staff with international standards. Ranaviru Apparels applied productivity tools & techniques for improving their organization. Within a short period of time, they reached the expected level by using productivity measures.

The factory operates under the 5 S concepts and it was once awarded with the Taiki Akimoto 5S excellence award in 2010. The management has introduced 5S concept to their families as well. The factory was awarded number of awards including National Green Award in 2012 & scored the second place at the National Productivity Awards in 2010 & 2011.



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Ranaviru Apparel gains '5S Excellence Award'

Jul 7, 2011 11:44:05 AM- defence.lk

Ranaviru Apparels at Yakkala gained international recognition with the 'Taiki Akimoto 5S Excellence Award' at a special ceremony, held recently at Colombo Galadari Hotel. The recommendation for the award was made by the Japanese 5S Guru Prof. Seiichi Fujitha and team.

[defence.lk - Ranaviru Apparel gains '5S Excellence Award'](#)

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Video: வடமாதான் முத்தலமச்சர் கடமைபு குறுப்புகுற்றம்

Buddhi Industries (Pvt.) Limited

Buddhi Industries (Pvt.) Limited is a Private Limited Liability Company and the pioneer the manufacturing of Cashew based machines production in Sri Lanka.

The company has followed productivity best practices and received number of awards for best performance in 2012 & 2013.





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At the Factory of Buddhi Industries



සමාගම මි අයවැයින් පරිසරයේ සහතිකයක් ලෙසින් වරින් වරින් පවත්වාගෙන යාමට පටන් ගත් බවට ප්‍රකාශයක් කරමින් පවතී. එමෙන්ම සමාගම විසින් සකස් කළ ප්‍රතිපත්ති මගින් සමාගමේ සේවකයින් සඳහා වන සේවයන් සැපයීමට කටයුතු කරමින් පවතී.

වි.කේ. මහේස්වරාය

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“100ක් කප්පක් ද” ඉලක්කයයි

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Dedunu Bakers.....

‘Dedunu Bakers’ is one of the enterprises which has been achieving excellence by introducing productivity concepts. Within a short period of time, this industry has gained a remarkable success and the number of employees have been increased.



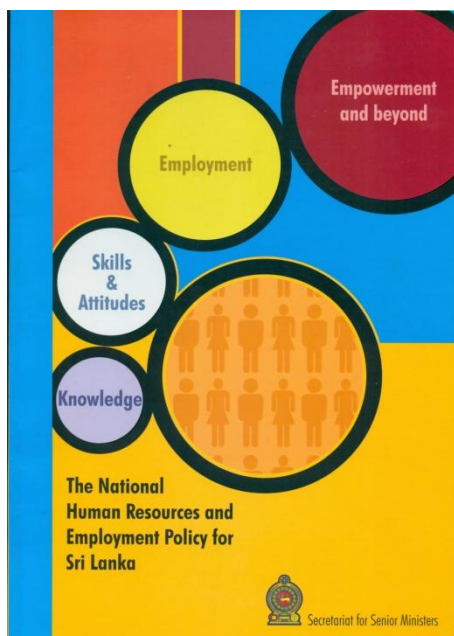
“Sapala” Newspaper Launched.....



The Ministry has launched newspaper “*Sapala*” comprising productivity news on 06th September 2013 at the Auditorium of Lake House. The newspaper is distributed with “*Dinamina*”. The purpose of the newspaper is to familiarize the general public with productivity concepts and create a productive culture in the country by making them aware of how the productivity has changed lives for better.



National Human Resources & Employment Policy (NHREP)



The Government launched the National Human Resources and Employment Policy (NHREP) with a view to assure equal opportunities of employment for all. With the technical support of the ILO, the Secretariat for Senior Ministers has been prepared this comprehensive policy document.

The policy aims to provide productive and freely chosen employment for all men and women in Sri Lanka and promote the labour force to improve their competitive and enhance employability.

The Master plan for the implementation of NHREP has been prepared through a participatory process. The Ministry of Productivity Promotion has represented as the Vice Chairperson of the National Steering Committee and the Secretary of the Ministry has Co-Chaired the sub committees on “Labour Market Institutions, Social Dialogue and Labour Relations”, “Public Service Employment” and “Foreign Employment” in the process of development of the Master Plan.

The NHREP covers number of subject areas that are relevant and significant in human resources development and employment promotion work. The NHREP has identified five policy pillars and The Department of Manpower and Employment is responsible for the implementation of three pillars; Education and Skills Development, Private Sector Employment and Labour Market Institutions, Social Dialogue, Social Protection and Labour Relations. .

The important areas of the NHREP come under the mandated functions of the Department & Manpower. The Department is in the process of implementing the NHREP under the purview of the Ministry of Productivity Promotion.

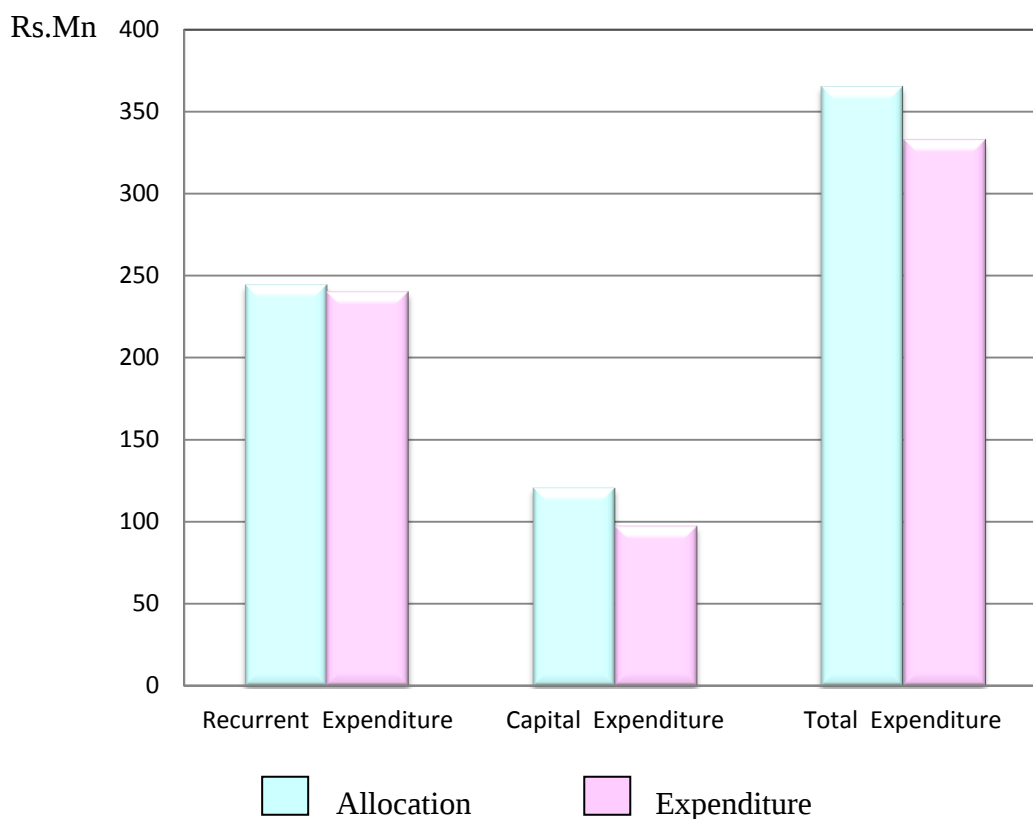
Financial Performance

Summary of Expenditure as at 31.12.2013

Head : 181 - Ministry of Productivity Promotion

Description	Allocation for the Year 2013 (Rs. Mn)	Expenditure (Rs. Mn)	Financial Progress (%)
Recurrent Expenditure	244.3	240.0	98.2
Capital Expenditure	120.8	97.5	80.7
Total Expenditure	365.1	337.5	92.4

Ministry of Productivity Promotion Summary of Expenditure as at 31.12.2013 (Rs. Mn)



Recurrent Expenditure

Program	Project No./Names	Provision in Budget Estimates	Net Provision	Total Expenditure as at 31.12.2013	Net Effect Savings / Excess
		Rs.	Rs.	Rs.	Rs.
01 Operational Activities	<u>Project No: 01</u>				
	Minister's Office				
	Personal Emoluments	9,700,000	15,794,000	15,767,812	26,188
	Other Expenditure	12,000,000	23,336,000	23,192,868	143,132
	Sub Total	21,700,000	39,130,000	38,960,680	169,320
	<u>Project No: 02</u>				
	Administration & Establishment Services				
	Personal Emoluments	13,800,000	20,857,000	20,473,891	383,109
	Other Expenditure	28,400,000	75,921,000	70,258,106	3,662,894
	Sub Total	42,200,000	96,778,000	92,731,997	4,046,003
	Grand Total	63,900,000	135,908,000	131,692,677	4,215,323
02 Development Activities	<u>Project No: 03</u>				
	National Productivity Secretariat				
	Personal Emoluments	16,400,000	89,687,000	89,676,165	10,835
	Other Expenditure	25,700,000	18,705,000	18,637,238	67,762
	Sub Total	42,100,000	108,392,000	108,313,403	78,597

Capital Expenditure

Program : 01, Operational Activities

Project : 01, Minister's Office

Object Code	Item No	Financed by (Code No)	Description of Items	Provision in Annual Estimates (Rs)	Total Net Provision (Rs)	Total Expenditure (Rs)	Net Effect Savings/ (Excess) (Rs)
			Rehabilitation & Improvement of Capital Assets				
2001		11	Building & Structures	4,000,000	3,100,000	3,099,347	653
2002		11	Plant, Machinery & Equipment	600,000	600,000	-	600,000
2003		11	Vehicles	500,000	500,000	409,198	90,802
			Acquisition of Capital Assets				
2101		11	Vehicles	-	40,000,000	34,949,156	5,050,844
2102		11	Furniture & Office Equipment	500,000	500,000	500,000	-
2103		11	Plant, Machinery & Equipment	800,000	800,000	528,401	271,599
			Total	2,800,000	45,500,000	39,486,102	6,013,898

Program : 01, Operational Activities

Project : 02, Administration & Establishment Services

Object Code	Item No	Financed by (Code No)	Description of Items	Provision in Annual Estimates (Rs)	Total Net Provision (Rs)	Total Expenditure (Rs)	Net Effect Savings/ (Excess) (Rs)
			Rehabilitation & Improvement of Capital Assets				
2001		11	Building & Structures	1,000,000	12,000,000	11,836,155	163,845
2002		11	Plant, Machinery & Equipment	1,400,000	1,400,000	-	1,400,000
2003		11	Vehicles	1,400,000	1,400,000	21,800	1,378,200
			Acquisition of Capital Assets				
2102		11	Furniture & Office Equipment	2,000,000	2,650,000	2,645,864	4,136
2103		11	Plant, Machinery & Equipment	2,000,000	1,350,000	510,536	839,464
			Human Resource Development				
2401		11	Training & Capacity Building	400,000	400,000	385,000	15,000
2502		11	Investment	3,000,000	300,000	2,253	297,747
			Total	11,200,000	19,500,000	15,401,608	4,098,392

Program : 02, Development Activities
 Project : 03, National Productivity Secretariat

Object Code	Item No	Financed by (Code No)	Description of Items	Provision in Annual Estimates (Rs)	Total Net Provision (Rs)	Total Expenditure (Rs)	Net Effect Savings/ (Excess) (Rs)
			Rehabilitation & Improvement of Capital Assets				
2001		11	Building & Structures	200,000	15,200,000	13,294,381	1,905,619
2002		11	Plant, Machinery & Equipment	200,000	2 00,000	-	200,000
2003		11	Vehicles	300,000	300,000	-	300,000
			Acquisition of Capital Assets				
2102		11	Furniture & Office Equipment	500,000	500,000	499,382	618
2103		11	Plant, Machinery & Equipment	3,600,000	3,600,000	134,143	3,465,857
			Human Resource Development				
2401		11	Training & Capacity Building	13,500,000	13,500,000	13,498,189	1,811
2502		11	Investment	2,500,000	2,500,000	2,168,639	331,361
2401		11	Training & Capacity Building	35,000,000	20,000,000	13,062,964	6,937,036
			Total	55,800,000	55,800,000	42,657,698	13,142,302

Public Officers Advance Account

Advance Account	Maximum Debit	Minimum Credit Limit	Maximum Debit Balance
	Rs.	Rs.	Rs.
Approved Limit by Appropriation Act	7,500,000	1,300,000	10,000,000
Revised Limit	7,500,000	1,300,000	17,500,000
Actual			
181011	5,756,038	3,560,257	10,503,049
181012	6,423,584	1,772,752	4,650,832
Total	12,179,622	5,333,009	15,153,881

Being the implementations arm, The NPS has been implementing various programs to enhance the productivity in the country 5 to 6 percent annually by integrating all sectors through the national productivity movement. The NPS had drawn up a comprehensive five year investment plan to expand the productivity movement to the public, private, education, and the community sectors island wide for inculcating the productivity culture in the country.

The image displays three book covers for the 'Medium Term Strategic Framework for National Productivity Movement 2013 - 2016'. The covers are arranged horizontally and feature a common design theme: a stylized illustration of two figures holding a globe, set against a background of a rising curve and a grid pattern.

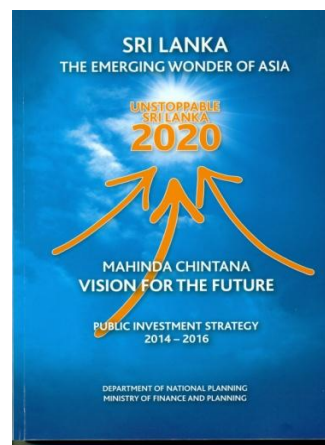
- Left Cover (Tamil):** The title is 'தமிழ் நாடுவின் துண்டியல் தேசியப் பண்புறுத்தல் இயக்கத்தின் நடுநிலைத் திட்டம் 2013 - 2016'. The publisher's logo and name are at the bottom.
- Middle Cover (Malayalam):** The title is 'தேசிய உற்பத்தித்திறன் மேம்பாட்டுத் திட்டம் 2013 - 2016'. The publisher's logo and name are at the bottom.
- Right Cover (English):** The title is 'Medium Term Strategic Framework For National Productivity Movement 2013 - 2016'. The publisher's logo and name are at the bottom.

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Ministry of Productivity Promotion
Performance Report 2013

Major Programs & Projects

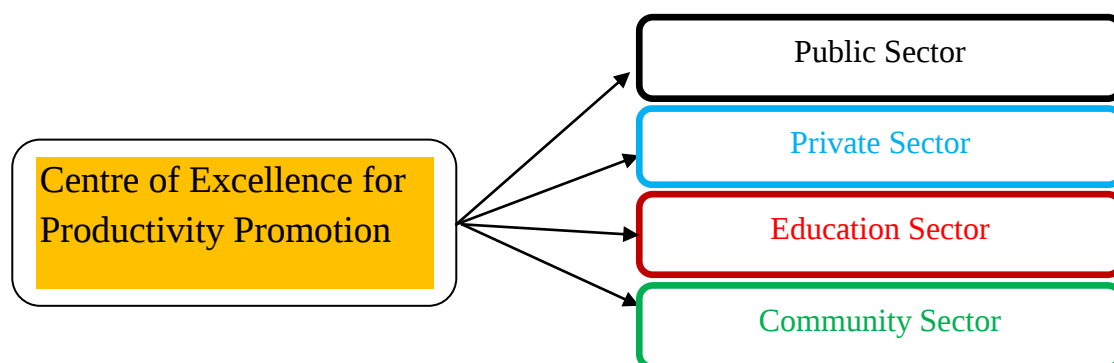
- Productivity Promotion Programs
- Productivity Training & Capacity Development
- Research & Development
- Coordinating the activities of Asian Productivity Organization (APO)
- Productivity Competitions & Awards
- Publicity & Propaganda



Description	2012	Projected (2016)	Projected (2020)
GDP US\$ bn.	59.4	100.0	185.0
Per Capita Income (US\$)	2,923	4,470	8,500
EDBI	62	55	42
World Innovative Index	92	50	40
HDI	69	55	50
Labour Productivity	2.9	5	9.25

Unstoppable Sri Lanka 2020

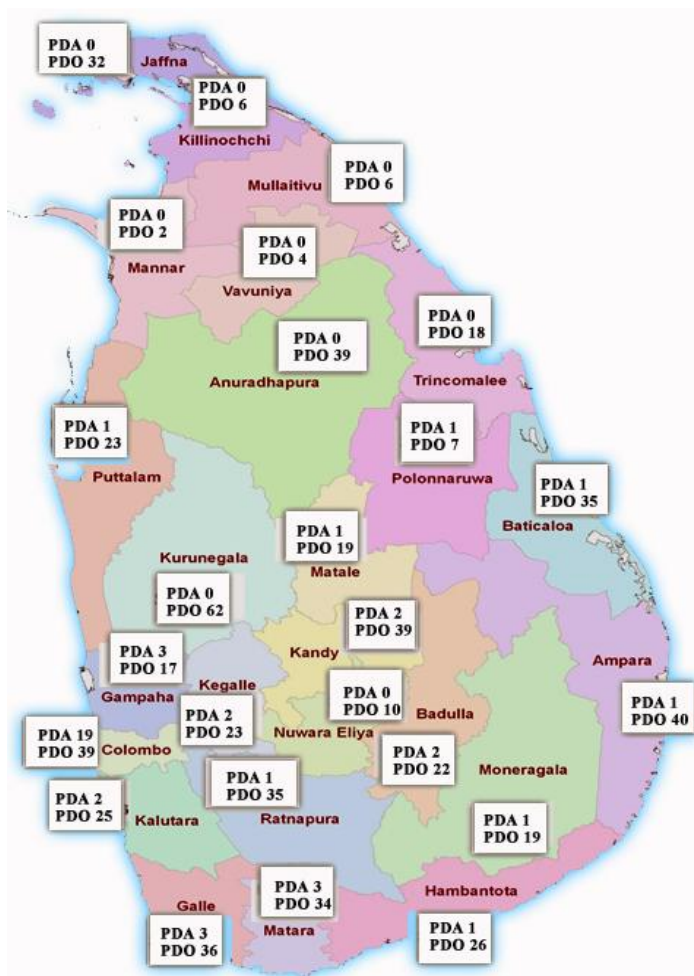
Programs and Strategies for Productivity Promotion



Cadre Information as at 31st December 2013

Designation	Service	Grade/Class	Approved Cadre	Existing Cadre	Vacancy
Director	SLAS	I	01	01	-
Deputy/ Assistant Director	SLAS	II/III	02	01	01
Deputy/ Assistant Director	SLPS	II/III	01	01	-
Development Assistant	ASSO Officers	-	19	19	-
Development Officer	ASSO Officers	-	750	643	107
Public Management Assistant	PMAS	-	04	04	-
K.K.S	OAS	-	01	01	-
Total			778	670	108

District Network of the NPS



PDA – Development Assistant (Productivity)

PDO – Development Officer (Productivity)

Capacity Development of the Staff for Better Performance

With a view to expand the productivity promotion activities island wide, new Graduates have been recruited and conducted training programs and Training of Trainers (TOT's) to enhance their knowledge and skills to deliver productivity concepts for public and private sector organizations, schools and community sector.

Induction Training for Newly Recruited Graduates held in 2013

Program	Duration	District	No of Trainers
1 st Program	15/19, January	Kalutara, Hambantota, Anuradapura, Kurunegala	112
2 nd Program	22-26, April	Nuwara-Eliya, Galle, Matara,	97
3 rd Program	17-21, June	Puttalam, Polonnaruwa	98
4 th Program (Tamil Medium)	16-20, July	Batticaloa, Vawniya, Jaffna, Ampara, Trincomalee, Kilonochchi	106
Total No of Trainees			413



TOT Programs (Training for Trainers) for Newly Recruited Graduates

Program	Duration	District	No of Trainees
1 st Program	17-19 July	Kurunegala, Puttalam, Colombo	60
2 nd Program	21-23 August	Ratnapura, Matale, Kandy, Kegalle	65
3 rd Program	17-19 September	Anuradapura, Hambantota, Badulla, Monaragala, Ampara	63
Total			188

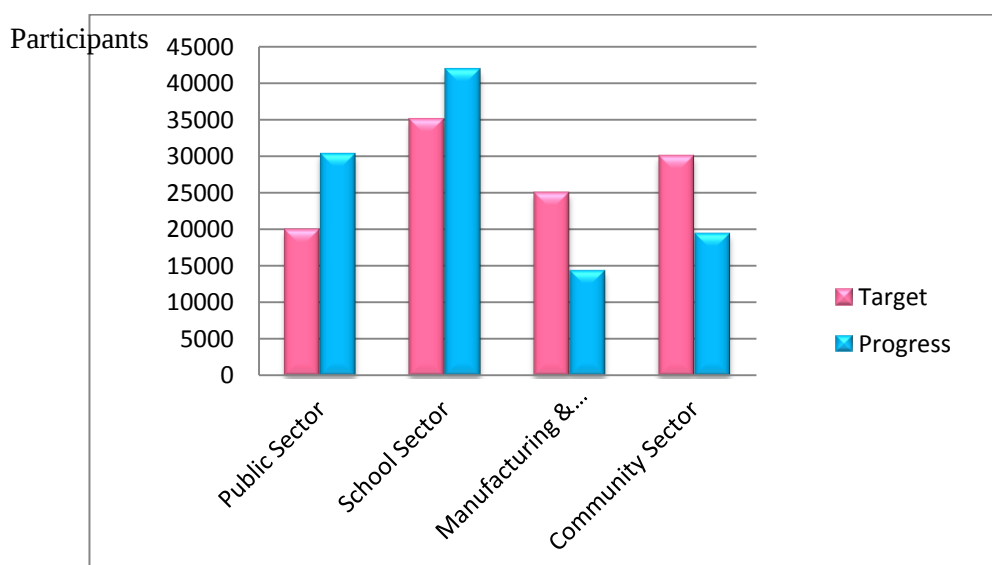


Performance from January- December 2013

Number of Programs Conducted

Sector	No. of Programs Conducted			No. of Participants		
	Target	Progress	%	Target	Progress	%
Public Sector	200	263	131.5	20,000	30,350	151.7
School Sector	256	256	100.0	35,000	41,875	119.6
Manufacturing & Services Sector	300	187	62.3	25,000	14,413	57.6
Community Sector	40	40	100.0	30,000	19,474	64.9
Total	796	746	93.7	110,000	106,112	696.4

No. of Participants



Financial Progress as at 31st December 2013

Description	Allocation (Rs. Mn)	Progress (Rs.Mn)	%
Recurrent Expenditure	108.3	108.3	100.0
Capital Expenditure	55.8	42.7	76.5
Total Expenditure	164.1	151.0	92.0

"An Excellent Public Service"



'Mahinda Chintana- Vision for the Future' envisages the creation of an excellent public service favorable to the general public as the national priority. With a view to achieving this target, various programs have been introduced by the NPS for public sector institutions to enhance their productivity for better public & efficient service delivery.



Public Sector Productivity Promotion Programs

- Sri Lanka Police Department
- Ceylon Electricity Board
- Provincial Education Ministries & Departments
- Sri Lanka Army
- Local Government Authorities
- National Transport Commission
- Ministry of Indigenous Medicine
- Pelwatta & Sewanagala Sugar Industries
- Sri Lanka Customs
- Bank of Ceylon
- Provincial Council Offices
- Peoples' Bank (26 Branches in Gampaha District)

No. of Institutions- **263**

No. of Participants- **30,350**

Highlights of Public Sector

No. of TOTs conducted for strengthening the public sector

Target Groups	No. of Programs Conducted	No. of Trainers
BOC	01 (3days)	26
Provincial Education Office	04 (3days)	268
CEB	01 (3days)	93
Provincial Council (Western Province)	01(3days)	80
Police Department	07 (5days)	486
Local Government Organizations (Western Province)	01 (5days)	122
Sanasa Societies (Sabaragamuwa Province)	01 (3 days)	35
Total		1,110

BOC Program

No. of Institutes	No. of Training Programs	No. of Participants
Branches	20	6,800
Provincial Offices	15	300
Head Office	02	500
	37	7,600



Progress Achieved



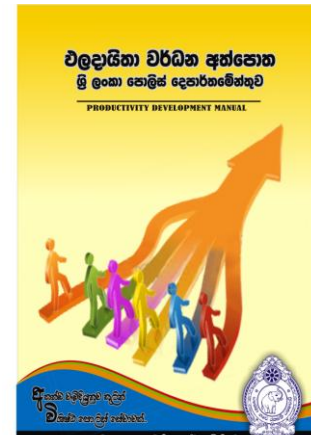
Branches - 300
Provincial Offices - 10
Head Office - 01

Sri Lanka Police

The purpose of the program is to improve productivity of the Department and to develop people's friendly service delivery systems. Actions have been taken to conduct productivity competitions among all police stations.



Productivity Auditing has already been finalized by 31st December and 1041 police stations have been covered.



Productivity Promotion Manual for the Police Department has been launched during the period under review.

No of Programs Conducted for the Police Department

Institutes	No of Trainings	No of Visits / Judging completed
Police Stations	118 Programs conducted 19,645 beneficiaries	432
DIG/SSP/SP/ASP Offices		300
Functional Office		174
SOCO Divisions		42
STF		66
Police Hospitals		03
Police		07
Police Training College		09
Police Communication		08
Total		1041

Productivity Program for Sri Lanka Singha Regiment- Ambepussa



A Special productivity promotion program has been initiated for Sri Lanka Singha Regiment-Ambepussa in 2013. Basic productivity concepts such as 5 S & Kaizen have been introduced to the employees. Counseling services will be provided and quality Circles were created during the year.



Local Government Institutions

The purpose of the program is to introduce productivity concepts to the local government institutions. A training program has been conducted to the Heads of all local government institutions. A four day TOT program has been conducted for 75 participants. An action plan has already been prepared for Local Government Authorities in Western Province.



Municipal Council/Pradeshiya Sabha	Participants
Kaduvela Municipal Council	75
Seethawaka Municipal Council	90
Kotikawatta Pradeshiya Sabha	80
Walallawita Pradeshiya Sabha	55
Dehiwala Municipal Council	70
Seethawaka Pradeshiya Sabha	63
Panadura Pradeshiya Sabha	70
Mahara Pradeshiya Sabha	175
Minuwangoda Pradeshiya Sabha	42
Sri Jayawardena Kotte	55



Productivity for Western Province

A program has been implemented for all officers of the Western Province for productivity promotion. A Productivity competition will be implemented among all institutions of the Western Province.



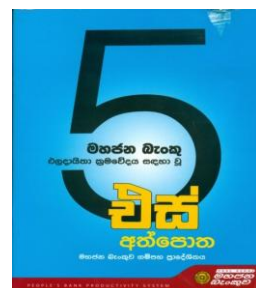
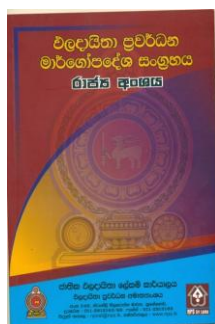
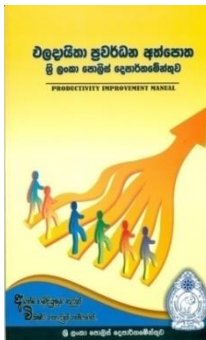
Sri Lanka Customs



A program has been implemented for Sri Lanka Customs with a view to enhance productivity and increase customer friendly service delivery.



Promotional Material Prepared for the Public Sector Productivity Programs



Productivity Programs for the Private Sector



“A dynamic, vibrant & growth led sustainable Economic Development”

The purpose of this program is to enhance productivity in the private sector including small & medium scale businesses & industries by introducing various productivity concepts such as Kaizen, Green Productivity, and Quality Circles. The programs cover the **Service Sector** as well as the **Manufacturing Sector**

Focus on 13 Sectors under the GDP.....



Target to develop the SMEs.....

Kaizen Definition

Kai + Zen



Change

Better

Change for Better

The NPS has been introduced the concept of **Kaizen** to the private sector for improving productivity. The program has been implemented during the period in **Gampaha, Kalutara, Kandy & Matara** Districts to develop SME sector.

Attention has been given to introduce 5 S, Green Productivity, Process development and Quality Circles, as well. Workshops & Awareness programs have been conducted for selected entrepreneurs in selected Districts in collaboration with the respective District Secretariats.

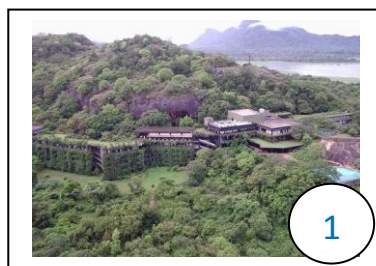


District	No of Entrepreneurs Benefited
Gampaha	150
Kalutara	30
Kandy	20
Matara	50
Kegalle	50

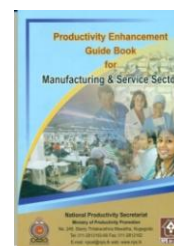


Kaizen Entrepreneurs

Sharing Best Practices with other Successors



- 1 Heritance
Kandalama
- 2 Electricity Board-
Middeniya
- 3 Dankotuwa Hemas
Pvt. Limited



Promotional Materials for the Private Sector



Achievements of SMEs during past years

Name of the SME	Labour Force		Monthly Turnover (Rs. Mn)		New Investment (Rs. Mn.)
	2010	2013	2010	2013	2013
Candid Techniques	08	32	0.5	3.0	8.0
S.K Poly Pack	03	18	0.8	4.0	10.0
Mount Pack	50	127	7.0	15.0	200.0
Silver Star Point	15	50	3.5	5.8	12.0
Wickramarachchi Lab	25	45	1.2	3.8	12.0
Buddhi Industries	35	82	2.6	9.2	80.0
Harvard Fashion	50	130	1.5	7.5	40.0
Ranmo Plastic	05	12	1.0	2.5	5.0
Dedunu Bakers	18	22	2.8	3.2	6.0
Polymer Tech	20	40	3.0	4.0	25.0
Nil rose Advertising	12	15	1.5	3.0	6.0

Productivity Programs for the School Sector



Pre-School Sector

School Sector

Higher Education Sector



Blooming Fresh Flowers....

With a view to introduce productivity concepts to the Pre-School Education, awareness programs have been conducted for pre- school teachers in 16 Districts. 2158 pre-school teachers have been trained.

Productivity manual for pre- school teachers and children has been prepared & distributed. It is expected to introduce productivity concepts to all registered pre-

Proud Generation of Children.....

The NPS has been conducting school productivity programs Island wide. This year, actions have been taken to expand the resource person pool by conducting training programs in the Central & North-Western Province. 178 Resources Persons have been

Caring & Globally Competitive Citizens to the Community.....

The NPS started trainings and awareness for Universities & Higher Education Institutes in 2013 aimed at improving productivity best practices. Two programs have been conducted at the University Grant Commission during May/June





Achieving Excellence through Productivity

Productivity for Pre-Schools

No. of Training Programs Handled	No. of Pre- School Teachers Trained	No. of Pre-Schools started 5 S
20	2,159	370



Trainings/Awareness for Officers of the Provincial Education & Principles & Teachers

Province	Districts	Dates	No. of Participants
Central	Kandy, Nuwara-eliya, Matale	14.02.2013	42
North Western	Kurunegala, Puttalam	01.04.2013	178
Sabaragamuwa	Ratnapura, Kegalle	02.04.2013	80
		07.05.2013	40
Southern	Galle, Matara, Hambantota	17.05.2013	176
North Central	Anuradapura, Polonnaruwa	24.09.2013	158
		24.09.2013	138

Training of Trainers on Provincial/District Basis

Province	District	Duration	Participants
Central	Kandy/Nuwara-eliya, Matale	23-24, April 2013	86
North Western	Kurunegala, Puttalam	28-30, May 2013	92
Sabaragamuwa	Kegalle, Ratnapura	26, June 2013	45



Training for Trainers (TOT) Program, North Western Province

Training for Pre-School Teachers

District	No of Teachers Trained
Kegalle	50
Matale/Kandy	53
Matara	247
Hambantota	212
Colombo	126
Kalutara	150
Gampaha	120
Puttalam	97



Kurunegala	280
Anuradapura	143
Polonnaruwa	225
Galle	25
Matara	247
Ratnapura	79
Badulla	105

Productivity Programs for the Community Sector

A Prosperous Village that contribute to develop the Nation



The purpose of the community development program is to introduce productivity concepts to the grassroot level in the country. It is also expected to create positive attitudes in the community, introduce various methods to manage domestic revenue of the family, promote savings and increase investment capacity, and practice time management. It is also expected to guide rural community to make use of their knowledge and skills for increasing their living standards and maximum use of resources for their development.

No. of Programs conducted	26
No. of villages	409
No of beneficiaries	19,473



**Community Productivity Program
Badulla District**



National Productivity Awards

NATIONAL AWARDS FOR THE BEST IN PRODUCTIVITY

National Productivity Awards Competition is one of the main strategies of the NPS to increase productivity in all sectors in the country. Since 2003 the competition has been conducted annually and the performance of public, private, school and manufacturing sector has been evaluated according to the standard criteria and admired organizations which have been achieved excellence by utilizing productivity concepts. The productivity awards has been declared during December 2013 and it is expected to evaluate & grading all applicants according to their performance level.

The National Productivity Awards will be conducted in 2014.

Productivity is never an accident. It is always the result of a commitment to excellence, intelligent planning and focused efforts.....
(Paul J Mayor)

National Quality Circle Convention and the Award Ceremony- 2012

National Quality Circle convention is one of the strategies introduced by the NPS to improve productivity within organizations. All institutions/organizations are advised to create quality circles within their organizations and it is expected to improve productivity through the performance of quality circles. The NPS conducted the Quality Circle Convention 2012, in 2013 at the Auditorium of Sethsiripaya Second Stage, Battaramulla. The Chief Guest for the event was the Hon. Basheer Segudawood, Minister of Productivity Promotion. The awards were given under the following four categories.

- School Sector- Teachers
- School Sector- Students
- Public Sector
- Manufacturing Sector & Service Sector



Number of 166 applications received for the competition and 36 applications have been selected for the final round. The National Quality Circle Convention has been conducted in June 2013 and 27 quality circles have been awarded.

Achievements at a glance

International Events

APO Country Director for Sri Lanka



Dr. Mrs. Damitha de Zoysa , Secretary of the Ministry of Productivity Promotion was appointed as the APO Country Director for Sri Lanka by the Secretary General of the APO from 07th February 2013.

APO Study Meeting on Knowledge Management & Social Innovation

Study Meeting on Knowledge Management organized by NPS in collaboration with the APO was held from 19-22 February 2013 at Taj Samudra, Colombo.



The purpose of the meeting was to examine the role of Knowledge Management in contemporary social innovation & look at its process & strategies by referring to best practices & examples. 14 participants from 08 countries attended; Bangladesh, Cambodia, Nepal, Malaysia, Pakistan, Philippines, Sri Lanka & Thailand. It was tailored to train participants to understand the concept, tools & practices of KM in the public sector.

APO Knowledge Management & Innovation in Public Sector Organizations

Second program on Knowledge Management was held on 02-06 December 2013 at the Hotel Cinnamon Lakeside. Number of 18 overseas participants and 10 local participants were attended. It was tailored to train participants to understand the concept, tools and practices of KM in the public sector.



E-Learning Courses



Three e- Learning Courses organized by NPS were conducted in collaboration with the APO during the period.

E-Learning Course on ISMS based on ISO 27000 series

e- Learning course on ISMS based on ISO 27000 was held from 22-25 July 2013 at Distance Learning Centre (SLIDA) Colombo with 24 participants from various public and private sector organizations.



E-Learning Course on Knowledge Management for Public Sector Organizations

E-Learning Course on Knowledge Management for Public Sector Organizations was held from 12-15 August 2013 at Distance Learning Centre (SLIDA) with 25 participants.



E-Learning Course on Export Promotion & Market Access for Agriculture & Food

E- Learning Course on Export Promotion & Market Access for agriculture & Food products from Asia was held from 17-19 September 2013 at Distance Learning Centre (SLIDA) with 20 participants.



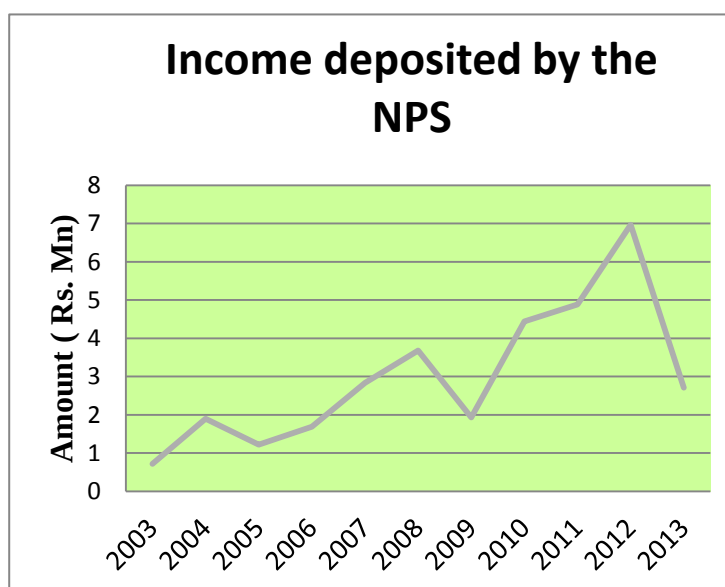
Other Training

The NPS conduct One day training, Certificate Courses and short courses over the year. Up to 31st December, number of programs conducted and the income received has been deposited to the consolidated fund.

	Program	Participants	Income (Rs.)
01	Certificate Course (Thursdays)	26	250,000
02	Certificate Course (Weekends)	15	130,000
03	Leadership for Productivity Improvement	78	234,000
04	Work Study	126	378,000
05	5 S & Productivity	80	200,000
06	Change Management	45	135,000
07	QC Leadership Training	65	260,000
08	Strategic Planning	30	90,000
09	Productivity Measurement & Analysis	66	198,000
10	5S Program for Manufacturing Sector	26	65,000
11	Kaizen Management	30	75,000
12	Quality Control Circle	38	95,000
13	Knowledge Management	97	291,000
14	Energy Efficiency	22	66,000
15	Total Productivity Maintenance	35	78,000
16	New Quality Control Tools	20	32,500
17	Total Quality Management	50	156,000
	Total	849	2,733,500

Income transferred to the Consolidated Funds by NPS

Year	Amount (Rs. Mn)
2003	0.714
2004	1.895
2005	1.216
2006	1.685
2007	2.834
2008	3.683
2009	1.933
2010	4.443
2011	4.883
2012	6.965
2013	2.710



Income received from 2003 - 2013

Productivity Awareness through Propaganda.....

The NPS uses various methods to deliver messages on productivity to the people. It is expected to clear target audience and enhance their knowledge on productivity.





Printing & Propaganda – Expenditure

Description	Expenditure (Rs)
Printing of DVDs on QC & 5S	800,000.00
Tamil Translation of 5S Book	5301.00
Tamil Translation of Community Productivity Book	1255.00
Printing of 2500 copies of 'Kaizen Strategy' books	621,342.00
Printing of 100,000 copies of 5S books	120,000.00
Printing of 20,000 copies of community productivity books	975,000.00
Printing of Posters (7 Wastes)	77,000.00
Tamil Translation of 5 S booklets	291,950.00
Tamil Translation of Community productivity books	9033.00
Printing of 1000 envelopes	35,000.00
Tamil Translation of booklets on '8 Wastes'	162,000.00
Printing of productivity training manuals	77,292.00
Printing of Community Productivity Stickers	186,000.00
Total	3,361,173.00

Highlights for 2013- NPS

- NPS- preparation of Medium Term Strategic Framework, 2013-2016
- APO Knowledge Management Programs
- Quality Circle Convention and the Award ceremony-2013
- SAPALA supplementary
- National Productivity Award Competition declared
- Bilateral Cooperation between NPOs-Adoption of Quality Awards System to the Mongolian Productivity Organization

