

PREFACE

I am delighted to convey this message on the occasion of the release of the Performance Report for the Northern Provincial Council (NPC) for the year 2023. As our nation grapples with an ongoing economic crisis that poses a threat to the hard-won developmental strides made over the decades, particularly in areas such as agriculture sufficiency, poverty eradication, and the pursuit of Sustainable Development Goals, concerted efforts have been made in 2023 to shield vulnerable communities from adversity. To rebuild the economy, collaborative measures with the International Monetary Fund are underway.

The economic downturn has, regrettably, impacted the Northern Province as well. Due to budgetary constraints and reduced allocations, approved development activities faced delays, necessitating rescheduled procurements amidst escalating prices. The fuel crisis further curtailed officers' mobility for project monitoring. Concurrently, a rise in malnutrition levels among school children and young mothers, coupled with the struggle of vulnerable communities with meager earnings, presented additional challenges that required immediate attention.

Despite these challenges, the Northern Provincial Council has adeptly navigated through trials to fulfill the planned development activities and goals for 2023. Prompt and effective control measures have been implemented to counteract the impact of the economic crisis. Notably, in the food security and agriculture promotion sector, the NPC has successfully executed various agricultural cultivation activities, home gardening programs, and school-level gardening initiatives, resulting in bountiful harvests. Addressing the escalating malnutrition levels, the NPC has coordinated with relevant departments to provide nutritional food baskets to identified needy groups.

Special actions were disbursed to promote other field crop cultivation, significantly contributing to the cultivation of paddy and other food crops. The provincial administrative sector played a pivotal role by providing well-defined services, regularizing official functions, and assisting departments in achieving development targets, particularly in agriculture and health.

While infrastructural development activities faced delays due to raw material price escalations and transportation constraints, the NPC managed to achieve the expected level of development through swift initiatives in tourism and industrial sectors, positively impacting the provincial GDP.

I am proud to declare that the NPC has successfully realized its objectives and plans despite limited financial resources. This Performance Report reflects the achievements against proposed targets, guided by the Finance Commission, Line Ministries, and the Honorable Governor, contributing to the enhancement of administrative, financial, and infrastructural activities in alignment with the vision and mission of the NPC.

The timely release of this report is attributed to the commitment and dedication of the Secretaries of Provincial Ministries, Deputy Chief Secretaries, and Provincial Heads of Departments. Their unwavering support has been instrumental in the release of this report, demonstrating their tireless efforts toward the upliftment of the province.

I extend my wholehearted appreciation to the competent staff of the NPC for their enthusiasm and dedication in preparing the Performance Report for 2023. I take this opportunity to express sincere thanks to each individual who willingly contributed to the release of the Performance Report, ensuring compliance with the financial regulations of the country within the set targeted time.

This report, embodying the principles of transparency and efficiency, aligns with the government's commitment to delivering effective services to the public. I hope that this report proves valuable to scholars, professionals, and policymakers for assessing NPC's growth and providing insights for future development.

Thank you for your attention to this important document.



S.M. Saman Bandulasena,
Chief Secretary,
Northern Province.

S.M. Saman Bandulasena
Chief Secretary
Northern Province

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Performance Report – 2023

Northern Province

- Chapter 01 : Institutional Profile / Executive Summary**
- Chapter 02 : Progress and the Future Outlook**
- Chapter 03 : Overall Financial Performance for the Year**
- Chapter 04 : Performance indicators**
- Chapter 05 : Performance of the achieving SDG**
- Chapter 06 : Human Resource Profile**
- Chapter 07 : Compliance Report**

Chapter 01 – Institutional Profile / Executive Summary

1.1. Introduction

Provincial Councils were set up for the first time in Sri Lanka in the year of 1988 in terms of the 13th Amendment to the Constitution and the Provincial Councils Act. No. 42 of 1987. Then elections were held for eight Provincial Councils for the first time in 1988. After the demerged of the Northern and Eastern Province, the 1st elected body of the Northern Provincial Council with the membership determined by the results of the 2013 provincial council election which was held on 21st September 2013. However, now the provincial administration is functioning under the leadership of the Hon. Governor and his guidance. The Provincial Council consists of the Chief Secretary's Cluster, five (5) Ministries, eighteen (18) Departments, the Governor Secretariat, the independent commission of the Provincial Public Service Commission, and the Council Secretariat.

It has been a landmark throughout the recent history of Sri Lankan devolution of powers under the umbrella of democracy. Northern Provincial Council is responsible for the administration, coordination, and management of all the duties and functions of the Northern Province.

Its responsibility is to fulfil the requirements of the people in the province while the provision of services is being accountable to them the public finance. Thus, the performance report which includes the functions executed throughout the preceding year under the Ministries and the Departments of the Northern Province becomes essential.

The report manifests its active contribution to National Growth via provincial development and documentary proof as a progressive venture.

Therefore, this will guide us to face future challenges and to find strategies appropriate to overcome the impediments on the way to development. It is the only inevitable way to create a challenging path to achieving sustainable development. Based on this fact the Performance Report for the year 2023 of the Northern Province is prepared to confirm the transparency.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

Aim to achieve prosperity with sustainable development through proper implementation of good governance to fulfill the aspiration of the Northern People.

b) Mission

Building the livelihood by reactivating services and facilities with the rehabilitation of infrastructure and developing human resource capacities, targeting people of the North.

c) Objectives

- ❖ To concentrate on the Regional Planning and Policies relevant to local condition
- ❖ To confirm the improved service delivery in its proximity
- ❖ To strengthen Cost-effectiveness in the local financial management
- ❖ To make Transparency
- ❖ To develop better coordination between public offices and the public
- ❖ To make easy and accessible service delivery due to people's participation and local decisions.
- ❖ To Increase Local Accountability towards local authorities, consumers, and local people
- ❖ To provide infrastructure facilities and physical resources for the development of the Livelihood
- ❖ To increase the contribution to the National GDP
- ❖ To develop the capacity of Human Resources and make Multidisciplinary teams

1.3. Key Functions:

Stipulated in the Provincial Council List and the concurrent lists of the 13th amendment to the constitution of the Democratic Socialist Republic of Sri Lanka.

1.4. Organizational Chart: Annexed

- 1.5. Departments under the Ministry / Main Divisions of the Department**
- The Provincial Council consists of the Chief Secretary's Cluster, five (5) Ministries, eighteen (18) Departments, the Governor Secretariat, the independent commission of the Provincial Public Service Commission, and the Council Secretariat.
- a) **Governor's Cluster**
 - Governor's Secretariat
 - Provincial Public Service Commission
 - b) **Assembly Secretariat /Council Secretariat**
 - c) **Chief Secretary's Secretariat Cluster**
 - ❖ Chief Secretary's Secretariat
 - ❖ Office of the Deputy Chief Secretary - Administration
 - ❖ Office of the Deputy Chief Secretary - Finance
 - ❖ Office of the Deputy Chief Secretary Planning
 - ❖ Office of the Deputy Chief Secretary - Engineering Services
 - ❖ Office of the Deputy Chief Secretary - Personnel & Training
 - ❖ Management Development & Training Unit
 - ❖ Department of Provincial Revenue
 - ❖ Department of Buildings
 - ❖ Internal Audit Unit
 - d) **Ministry of Finance & Planning, Law & Order, Lands, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic, and Transport.**
 - ❖ Department of Local Government
 - ❖ Department of Provincial Land Commissioner
 - ❖ Department of Rural Development
 - ❖ Department of Road Development
 - ❖ Department of Motor Traffic
 - ❖ Transport Authority
 - ❖ Tourism Bureau
 - e) **Ministry of Agriculture, Agrarian Development, Animal Husbandry, Fisheries, Water Supply and Environment.**
 - ❖ Department of Agriculture
 - ❖ Department of Animal Production & Health
 - ❖ Department of Irrigation
 - f) **Ministry of Education, Cultural Affairs, Sports & Youth Affairs.**
 - ❖ Department of Education
 - ❖ Department of Sports
 - ❖ Department of Cultural Affairs
 - g) **Ministry of Health, Indigenous Medicine and Probation & Childcare Services**
 - ❖ Department of Health Services
 - ❖ Department of Indigenous Medicine
 - ❖ Department of Probation and Childcare Services
 - h) **Ministry of Women Affairs, Rehabilitation, Social Services, Cooperatives, Food Supply & Distribution, Industries, Trade & Commerce, and Enterprises.**
 - ❖ Department of Industries
 - ❖ Department of Social Services
 - ❖ Department of Cooperative Development & Cooperative Employees Commission

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

The expenditure and fiscal responsibilities of a Provincial Council are matched by arrangements for ensuring the availability of finance. The Thirteenth Amendment assigns to Provincial Councils revenue from the sources set out in the Provincial List. The Constitution also provides for the allocation from the Annual Budget, of such funds to be adequate for meeting the needs of the provinces for their capital and recurrent expenditures. For these purposes, the Government is expected to make such allocation on the recommendation of and in consultation with the Finance Commission. A Provincial Council is confirmed as a competent spending authority. A Provincial Fund is already established for the province under the Provincial Councils Act, 42 of 1987 into which the following monies are paid.

- ❖ All taxes imposed by the Provincial Council
- ❖ Funds from all grants made by the Government of Sri Lanka.
- ❖ All loans and Donor assistance from the Consolidated Fund.
- ❖ All other receipts.

Use of the above financial sources should be based on appropriation by the Provincial Council or charges specified in the Financial Regulations. This is regularized and informed through an Annual Financial Statement submitted before the Council by the Governor setting out the estimated receipts and expenditures of the province and the felt demands for grants to the Provincial Council for the particular year. Appropriation of such finance in respect of such grants as are assented to by the Council by a Statute passed by the Council. Withdrawal of monies from the Fund is only under a warrant issued under the hand of the Chief Minister of the Province. However, in the absence of the Council, Hon. Governor has the authority to sign the warrant.

1.7. Details of the Foreign Funded Projects (if any)

S.No	A. Name of the Project	B. Donor Agency	C. The Project Cost is Rs. Mn	D. Project Duration
1	Agriculture Sector Modernization Project (ASMP)	World Bank	1926.02	2016-2024
2	Rural Infrastructure Development Project in Emerging Regions (RIDEP)	JICA	3200.00	2017-2023
3	Primary Health Care System Strengthening Project (PSSP)	World Bank	2019 – 91.00 2020 – 240.00 2021 – 330.00 2022 – 550.00 2023 – 1444.00	2018-2024
3	General Education Modernization Project (GEM)	World Bank	2020 -45.00 2021 -220.00 2022 -340.00 2023 -440.00	2018-2024
4	Climate Smart Irrigated Agriculture Project (CSIAP)	World Bank	2019 – 91.00 2020 – 549.30 2021 – 600.84 2022 – 385.10 2023 – 765.10	2018-2024
5	Transport Connectivity & Asset Management Project (TCAMP)	World Bank	1714.42	2016-2023
6	Local Development Support Project (LDSP)	World Bank	3830.74	2018-2023
7	Dairy Development Project	JICA	200.00	2019-2024

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievement

- ❖ The following list of Institutions which come under the purview of the Northern provincial council, received the Awards from the Association of Public Finance Accounts of Sri Lanka in recognition of successful performance achieved in the best Annual reports and Accounts for the public sector category for the financial year 2022, in the event which was held on 04th of December 2023 at BMICH.

S. No	Name of the Institution	Award Details
01	Northern Provincial Council	Silver
02	Chief Secretary's Secretariat, NP	Silver
03	Office of the Deputy Chief Secretary Personal & Training	Certificate
04	Office of the Deputy Chief Secretary Finance	Certificate
05	Provincial Public Service Commission, NP	Certificate
06	Ministry of Health, NP	Certificate
07	Ministry of Local Government, NP	Certificate
08	Department of Road Development, NP	Certificate
09	Department of Buildings, NP	Certificate
10	Department of Provincial Land Commissioner, NP	Certificate
11	Department of Local Government, NP	Certificate
12	Provincial Department of Motor Traffic, NP	Certificate

- ❖ The additional achievements of the Northern Provincial Council shown below are the gain of the team efforts extended by all sectoral Ministries and Departments in order to satisfy the people of the province.

No	Scope	Progress achieved			
		Annual Implementation Programme	Allocation (Million)	Expenditure (Million)	No of Works
01	Utilization of Funds	PSDG	2190.00	1444.53	536
		CBG	386.00	176.46	156
		Total	2576.00	1620.99	692
02	Conducting the Meetings	- Conducted Secretaries' Committee Meetings (10) - Provincial Planning Committee Meetings (01) - Provincial Project Steering Committee Meetings (07) - Sectoral Progress Review Meetings with Secretaries and HODs (03) - reviewed the progress and issues of the Annual Development Plan and guided to achieve the ultimate goal within the time frame according to the project Teams of Reference.			
03	Monitored and ensured the proper financial management	Dealing with related financial authorities by conducting quarterly Provincial Audit Management Committee Meetings and smooth administrative and financial functions. 04 Provincial-level Audit and Management Committee meetings for the year 2023 have been conducted successfully.			
04	Releasing of Regular publications	- Provincial Statistical Hand Book- 2023 - Vital Statistics Report twice in the year 2023 - Provincial Performance Report for the year 2022. - Provincial Annual Needs - 2024 - Annual Implementation Programme -2023			
05	Educational Achievement	The Pass Percentage at the GCE (A/L) Examination in 2021 is 65.26 percent. Particularly in the GCE (A/L) Exam conducted in 2021, Students achieved the best results and 412 Students			

		got 3 As in their relevant subjects at the Examinations, Nos of 3As raised by 29.36 percent. Also, Northern Province has achieved the third level of the best result island-wise.
06	Sports Achievement	Northern Province Students have achieved in National Level Sports, especially winning 05 Gold Medals, 09 Silver Medals, and 02 Bronze Medals at All Island Schools Competition in 2023. It is a great honour to our Province this time.
07	Ensuring food security	Special Fund for Promotion of Large-Scale Diversified Home Gardens for Food Security. This program has been implemented to ensure food security in Northern Province. Seedlings and Planting materials were produced in 5 District Agriculture Training Centres and two Horticulture Genetic Resource Farms and sold through mobile sales.
08	Accompanying Nutritional initiative	A large-scale nutritional initiative was conducted to under 5 years children in preschools in the northern province by providing nutritional mixed flavour (“Saththuma”) in preschools for 6 months continuously with the LDSP project support with the aim of reducing malnutrition among under 5-year children in the northern province.
09	National level event held	- FAO- funded School Garden program was conducted in all selected 165 schools in the Northern Province to encourage students in gardening activities as well as entrepreneurial skills. - Best performed schools conducted school level exhibition to show their efforts and Hon. Higher Education Minister Susil Premajayantha graced the event in Mullaitivu Mallavi Central College exhibition, best performed schools received the honour of financial assistance from the minister. - Another 02 exhibitions were held in K/ Shanthapuram Kalaimagal Vidyalayam and J/ Allarai School.
10	Optimal usage of Idling assets (Buildings & types of machinery)	Take necessary actions to the usage of idling buildings by repairing/ renewing them and occupying government departments that are residing in rented buildings. Take necessary action to usage of idling types of machinery and factories by repairing/ renewing them occupy community societies that are engaging in self-employment activities

2.2 Challenges

- ❖ The price of raw materials fluctuates in an unpredictable way causing severe problems in the field of construction sector it affected all the development works in the Northern Province.
- ❖ The shortage of approved cadres is a major challenge to the service delivery systems at various levels in the province. The total number of vacancies in the province is 5,179. The summarized cadre vacancies position is given below:

S.No.	Description	Approved Cadre	Existing Cadre	Vacancies
1	Senior	2041	1646	395
2	Tertiary	1579	1113	466
3	Secondary	27791	24957	2834
4	Primary	9704	6566	3138
5	Others	981	833	148
Total		42096	35115	6981

- ❖ The vulnerable people of the province are one of the challenges for the province. Particularly, enormous, women-headed families, disabled persons, unemployment rate, and below-poverty-line families
- ❖ Due to price escalation/ fluctuation contractors are not responding for bidding on contracts is a major challenge in Northern Province.



- ❖ Difficulty in procuring Medical Equipment due to economic crisis and Equipment, IT equipment, and other sector-wise unavailability of such equipment locally leads to inefficient service delivery.

2.3 Future Goals

No	Goals	Expecting Outcome
01	Ensuring Efficient & Effective public service	To Enhance the knowledge and skills of the officers by providing capacity and technology programs and establishing a People-Centred Public Service in the province to ensure an independent public service and fulfil the people's aspirations in the province.
02	Empowering vulnerable people in the Northern Province	The vulnerable people of the province are one of the challenges for the province. To take necessary actions to cover the vulnerable people with suitable social security programs as well as provide self-employment programs to enhance their living standards.
03	Educational Achievement	- To achieve the pass percentage of G.C.E O/L Exam above 75% and to become within 5th rank in the Island - To achieve the pass percentage of G.C.E A/L Exam above 75% and to become 1st rank in the Island - To achieve a pass percentage of the Grade 5 scholarship examination above 75% and to become within 5th rank Island wide.
04	Health & Nutritional Development	- To reduce the malnutrition among children under 5 years by 3% - To reduce the Maternal Mortality rate by 10% - To reduce the percentage of pregnant women with anaemia by 10% - Prepared a Multisector Nutrition Plan 2023-2026 to address the Malnutrition among children, women and other vulnerable communities
05	Digitally inclusive service delivery to the public	Take necessary actions to engage in digital infrastructure development as well as develop online services in all Government departments/ institutions in the Northern Province
06	Usage of renewable energy sources in the Government institutions	To reduce government expenditures by deducting electricity expenses by promoting all government departments to use renewable energy by fixing solar panels for their electricity consumption.
07	To reduce the youth unemployment rate to 10% from 15.5% in 2022 figure in the Northern Province	Identifying the aspirations and developing a viable and effective program enabling youth to reach their full potential in the future. - Facilitate to access vocational training institutions - Facilitate getting a skill passport - Facilitate to access Job fairs/Job markets - Facilitate to access career guidance
08	To control the drug/alcoholic usage and its impacts in the province	Create a conducive environment for living with peace and harmony among communities with the support of the Police, Civil society organizations, and relevant authorities.



M. Kirubasuthan

Deputy Chief Secretary - Planning
Northern Province

M. KIRUBASUTHAN
Deputy Chief Secretary - Planning
Office of the Deputy Chief Secretary - Planning
Northern Province

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance

ACA-F

Revised Budget Allocation 2023	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
1,161,650,000	Taxes on Domestic Goods & Services	2	1,168,190,880	1,020,275,959	
	Taxes on International Trade	3			
612,350,000	Non-Tax Revenue & Others	4	960,762,490	707,377,606	
1,774,000,000	Total Revenue Receipts (A)		2,128,953,370	1,727,653,565	
	Non-Revenue Receipts				
39,081,754,221	Treasury Imprests		35,415,756,737	29,395,260,000	ACA-3
-	Deposits		10,542,850,742	16,887,577,002	ACA-4
617,690,000	Advance Accounts		677,270,972	716,274,153	ACA-5
	Other Main Ledger Receipts		2,646,579,473	2,370,561,750	
39,699,444,221	Total Non-Revenue Receipts (B)		49,282,457,923	49,369,672,905	
41,473,444,221	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		51,411,411,293	51,097,326,470	
-	Remittance to the Treasury (D)		-	-	
41,473,444,221	Net Revenue Receipts & Non-Revenue Receipts E = (C)-(D)		51,411,411,293	51,097,326,470	
	Less: Expenditure				
	Recurrent Expenditure				
26,564,906,186	Wages, Salaries & Other Employment Benefits	5	26,329,841,202	23,938,985,660	ACA-2(ii)
5,865,806,360	Other Goods & Services	6	4,895,996,583	2,849,230,527	
2,915,920,314	Subsidies, Grants and Transfers	7	2,825,383,563	2,759,510,931	
-	Interest Payments	8	-		
977,367,140	Other Recurrent Expenditure	9	12,802,405	21,413,629	
36,324,000,000	Total Recurrent Expenditure (D)		34,064,123,753	29,569,140,747	
	Capital Expenditure				
97,843,400	Rehabilitation & Improvement of Capital Assets	10	26,960,807	52,548,308	ACA-2(ii)
1,074,037,933	Acquisition of Capital Assets	11	655,513,969	544,682,231	
89,545,847	Capital Transfers	12	62,400,951	16,210,469	
-	Acquisition of Financial Assets	13	-		
17,000,000	Capacity Building	14	12,183,302	10,356,145	
3,253,327,041	Other Capital Expenditure	15	2,729,850,421	1,120,837,246	
4,531,754,221	Total Capital Expenditure (G)		3,486,909,450	1,744,634,399	
	Main Ledger Expenditure				
	Deposit Payments		9,968,964,564	16,577,416,100	ACA-4
703,065,000	Advance Payments		626,353,809	560,422,251	ACA-5
	Total Main Expenditure (H)		10,595,318,373	17,137,838,351	
	Total Expenditure I = (F+G+H)		48,146,251,577	48,451,613,497	



	Imprest Balance as at 31 st December J= (E-I)		3,265,159,717	2,645,712,973	
	Balance as per the Imprest Adjustment Statement		(3,705,366)		
	Imprest Balance as at 31 st December		3,268,865,083	2,645,712,973	
			3,265,159,717	2,645,712,973	

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	53,238,786,059	21,886,435,757
Financial Assets			
Advance Accounts	ACA-5/5(a)	1,176,587,313	1,227,504,476
Cash & Cash Equivalents	ACA-3	3,268,865,083	2,645,712,973
Unsettled Sub Imprest Balance	ACA-3	2,051,500	2,918,000
Total Asset		57,686,289,955	25,762,571,206
Net Assets / Equity			
Net Worth to Treasury		1,268,211,834	1,270,729,565
Property, Plant & Equipment Reserve		53,238,786,059	21,886,435,757
Current Liabilities			
Deposits Accounts	ACA-4	3,179,292,062	2,605,405,884
Imprest Balance	ACA-3		
Total Liabilities		57,686,289,955	25,762,571,206

Detail Accounting Statements in above ACA format Nos. 1 to 7 presented in pages from 07 to 42 and Annexures to accounts presented in pages from 43 to 50 form and integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.

Chief Accounting Officer
Name :
Designation :
Date :

Accounting Officer
Name :
Designation :
Date :

Chief Accountant
Name :
Designation :
Date :

S.M. Saman Bandulasena
Chief Secretary
Northern Province

S. KUGATHAS
Deputy Chief Secretary - Finance
Provincial Treasury
Northern Province

P. Jeyarajah
Chief Accountant
Accounts & Payment
Provincial Treasury
Northern Province

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	1,168,190,880	1,020,275,959
Fees, Fines, Penalties and Licenses	419,443,896	332,198,749
Profit	-	-
Non-Revenue Receipts	-	-
Imprest Received	35,415,756,737	29,395,260,000
Recoveries from Advance	647,597,576	663,622,199
Deposit Received	10,542,850,742	16,887,577,002
Fire Advance Settlement	866,500	233,000
Total Cash generated from Operations (a)	48,194,706,330	48,299,166,909
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	31,238,640,190	26,809,629,815
Subsidies & Transfer Payments	2,825,383,563	2,759,510,931
Imprest Settlement to Treasury	-	-
Advance Payment	596,680,413	507,770,297
Deposit Payment	9,968,964,564	16,577,416,100
Total Cash disbursed for Operations (b)	44,629,668,730	46,654,327,143
NET CASH FLOW FROM OPERATING ACTIVITIES (c)=(a)-(b)	3,565,037,600	1,644,839,766
Cash Flows from Investing Activities		
Interest	535,282,487	366,410,182
Divestiture Proceeds & Sale of Physical Assets	6,036,107	8,768,674
Total Cash generated from Investing Activities (d)	541,318,594	375,178,856
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	3,483,204,084	1,744,634,399
Total Cash disbursed for Investing Activities (e)	3,483,204,084	1,744,634,399
NET CASH FLOW FROM INVESTING ACTIVITIES (f)=(d)-(e)	(2,941,885,490)	(1,369,455,543)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c)+(f)	623,152,110	275,384,223
Cash Flows from Financing Activities		
Local Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (h)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Total Cash disbursed for Financing Activities (i)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (j)=(h)-(i)	-	-
Net Movement in Cash (k)=(g)+(j)	623,152,110	275,384,223
Opening Cash Balance as at 01st January 2023	2,645,712,973	2,370,328,750
Closing Cash Balance as at 31st December 2023	3,268,865,083	2,645,712,973

3.4 Notes to the Financial Statements

3.4 Notes to the Financial Statements

3.4.1 Basis of Reporting

3.4.1.1 Reporting Period

- ❖ The reporting period for these Financial Statements is from 01st January to 31st December 2023.

3.4.1.2. Basis of Measurement

- ❖ The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3.4.1.3. Recognition of Revenue

- ❖ Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of taxable period.

3.4.1.4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

- ❖ An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.
- ❖ PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

3.4.1.5 Disclosure Note on Property, Plant and Equipment

Asset Report for Financial Statement of the Northern Provincial Council (Head No – 315) has been generated in New CIGAS which consolidate the assets of Ministries and Departments under the purview of the Northern Provincial Council.

Accounting of Non- Financial Assets expedited during the year and directives were given to enter the all assets in the New CIGAS. Accordingly, continuous follow-ups taken by the Provincial Treasury, the amount of Rs 31,352,350,302 has been increased.

For the review purpose this change has been disclosed as follows.

(i) Opening Balance Differences

An amount of Rs 31,202,645,081 which is the difference between balances of PPE as at 31.12.2022 and as at 01.01.2023 was accounted through the journal entries and disclosure notes.

(ii) Purchase Differences

An amount of Rs 207,183,419 which is the difference between the total Capital Expenditure of Rs 655,513,969 and the total purchase in the asset report of Rs 448,330,550 due to the deletion of the entered records during the year for the purpose of expedition of assets recording and avoid the complexity faced by the departments, such purchases were capitalized through the opening balances.

3.4.1.5. Property, Plant and Equipment Reserve

- ❖ This revaluation reserve account is the corresponding account of PP&E.

3.4.1.6. Cash and Cash Equivalents

- ❖ Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2023.

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
1002.04.02	Local Liquor Tavern Rent	30,000	30,000	33,340	-11%
1002.07.00	Stamp Duty	600,000	600,000	507,526	15%



1002.07.02	Stamp Duty on Court Documents	6,500	6,500	5,602	14%
1002.12.00	Nation Building Tax			1,604	-100%
1003.01.00	Motor Vehicle License Fees	500,000	500,000	589,448	-18%
1003.07.04	Vehicle Registration Fees	25,000	25,000	30,578	-22%
1003.07.10	Charges from Pawn Brokers	150,000	150,000	93	38%
2002.01.01	Rent on Government Building & Housing	30,000	30,000	38,260	-28%
2002.01.02	Rent on Crown Land Ordinance	45,000	45,000	61,818	-37%
2002.01.03	Charges under Land Development Ordinance Other	7,500	7,500	11,959	-59%
2002.02.02	Interest on Public Officers Advance & loan	55,000	55,000	43,754	20%
2002.02.03	Interest on Investment	220,000	220,000	491,529	-123%
2003.01.00	Departmental Sales	20,000	20,000	40,804	-104%
2003.01.01	Sale of Scraps / Salvage item	150	150	50	67%
2003.02.13	Exam fees (Provincial Public Service Commission)	1,000	1,000	2,270	-127%
2003.02.22	Profit from Commercial Advance Accounts	4,500	4,500	3,406	24%
2003.02.26	Charges under Medical Act			1,410	-100%
2003.02.29	Charges Under Registration of Business Names	3,000	3,000	4,166	-39%
2003.02.30	Tax on Mineral Products	200	200	129	35%
2003.03.06	Other Fines (Forest Rev. & Fines)	8,000	8,000	12,813	-60%
2003.99.00	Other Receipts	209,000	209,000	242,359	-16%
2006.02.01	Sales of Capital Assets-Vehicles	1,000	1,000	2,142	-114%
2006.02.02	Sales of Capital Asset-Other	8,000	8,000	3,894	51%
		1,774,000	1,774,000	2,128,953	

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	36,324,000	36,324,000	34,064,024	94%
Capital	4,460,000	4,531,754	3,486,909	77%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

Rs. ,000

S. No	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
01	Ministry of Local Government	JKWSSP	-	3,800	3,705	98%

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report asat31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
611	Fixed Assets	42,740,378	42,740,378	Yes	100%
614	Non-Produced Assets	10,498,408	10,498,408	Yes	100%
		53,238,786	53,238,786		

3.9 Auditor General's Report**

Auditor General's Report has not been received yet.

Chapter 04 - Performance

Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.NO.	Specific Indicators		Actual output as a percentage of the expected output		
		Unit	100%-90%	75%-89%	50%-74%
1	Prepared Provincial Needs Documents	1 Nos	√		
2	Prepared Provincial Annual Implementation Plan (PSDG)	1Nos	√		
3	Prepared Provincial Annual Implementation Plan (CBG)	1 Nos	√		
4	Prepared Provincial Procurement Plan	1 Nos	√		
5	Prepared Provincial Annual Financial Statement	1 Nos	√		
6	Prepared Provincial Annual Budget Estimate	1 Nos	√		
7	Published Provincial Vital Statistics Report by twice a year	2 Nos	√		
8	Published Provincial Statistical Hand Book	1 Nos	√		
9	Published Provincial Performance Report	1 Nos	√		
10	Conducted the Provincial Secretary’s Committee Meetings	10 Nos	√		
11	Conducted the Provincial Steering Committee meeting	11 Nos		√	
12	Conducted the Provincial Planning Committee meeting	04 Nos			√
13	Conducted Audit & Management Committee meeting	04 Nos	√		
14	Attended National Steering Committee Meeting (Foreign assisted project)	11 Nos	√		
15	Combined Service Officers Recruited	16 Nos	√		
16	Revenue collected from Stamp duties	Rs.1,683.64 Mn	√		
17	Revenue collected from Court fines	Rs.565.69 Mn	√		
18	Organized Training Programmes/Expo visits in Abroad	10 Nos	√		
19	Organized Training Programmes in Local	63Nos	√		

Chapter 05 - Performance of achieving Sustainable Development Goals (SDG)

- ❖ The SDG Goals and the Achimenes of the Northern Province Council Institutions are attached in the Sector Reports

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Service Level	Approved Cadre	Existing Cadre	Vacancies/ (Excess)**
1	Senior Level	2,041	1,646	395
2	Tertiary Level	1,579	1,113	466
3	Secondary Level	27,791	24,957	2,834
4	Primary Level	9,704	6,566	3,138
5	Others	981	833	148
Total		42,096	35,115	6,981

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

The vacancies position in the province is to affect the service delivery system and unable to fulfil public aspirations in this province. More than 64% of vacancies are in the Education and Health sector of the Northern Province.

According to the senior-level officers - 395

The senior-level officers' shortages directly affected the efficient supervision & monitoring of the administration system, development activities, and other public service deliveries system in the Northern province.

Tertiary level Offices - 466

The filling of vacancies in tertiary level officers are very essential. These vacancies affect direct supervision at the subordinate level and day to day administration works and also affect the monitoring of development programmes and projects at the field level in the province.

Secondary level Offices – 2,834

These category officers are involved with officer's establishment matters, technical sites and public service delivery of the people in the province. Particularly, very high number of vacancies existing in the education and health sectors effect the service delivery.

Primary level Offices – 3,138

The vacancies in this category consist of almost office assistance, Health Service assistants and drivers. This vacancy also badly affects the day today smooth functioning of offices as well as other service delivery in this province.

Chapter 6.3 – Human Resource Development

6.3.1 MDTU

S.No	Name of the Programme	No. of Staff trained	Duration (Days)	Total Investment	Nature of the Programme	Output / Knowledge gained
1	Preparation Of Financial Statement (Appropriation)	54	2	103,760.00	Local	Better Performance
2	Official Letter & minute Writing in English	32	2	76,000.00	Local	Better Performance
3	Salary Conversion	33	3	95,160.00	Local	Better Performance
4	Benefits and Privileges of Public Officers	24	1	33,335.00	Local	Better Performance
5	Planning Process	36	1	43,415.00	Local	Better Performance
6	Disciplinary procedure	29	3	85,030.00	Local	Better Performance
7	Letter Writing In English	27	2	58,785.00	Local	Better Performance
8	Introduction Of RTI Act	31	1	43,105.00	Local	Better Performance
9	Time Management & Motivation	51	1	39,765.00	Local	Better Performance
10	Official Letter Writing & Minute Writing	26	1	33,365.00	Local	Better Performance
11	Effective Office Assistance	24	2	58,230.00	Local	Better Performance
12	Stores Management	36	2	73,350.00	Local	Better Performance
13	Techniques in MS office	32	4	141,240.00	Local	Better Performance
14	Introduction of Establishment Code	34	3	101,600.00	Local	Better Performance
15	Basic Procurement Procedure	34	3	105,760.00	Local	Better Performance
16	Internal Audit Techniques and Guidelines	50	2	93,450.00	Local	Better Performance
17	Introduction to Accounting Packages	22	1	29,105.00	Local	Better Performance
18	Positive Thinking & Personality Development	44	1	52,935.00	Local	Better Performance
19	Introduction to the Constitution of Sri Lanka	49	1	54,960.00	Local	Better Performance
20	Vehicle Administration & Maintenance	44	2	83,710.00	Local	Better Performance
21	Record Management	49	1	36,730.00	Local	Better Performance
22	Conversation in Sinhala	40	3	97,395.00	Local	Better Performance
23	Maintenance of personal file	56	1	58,265.00	Local	Better Performance
24	Work-Life Balance	36	1	46,025.00	Local	Better Performance



25	Leadership & Team Building	44	1	51,185.00	Local	Better Performance
26	Preparation of Concept Paper	25	2	56,475.00	Local	Better Performance
27	Language Skills - Sinhala	44	2	78,390.00	Local	Better Performance
28	Procurement of Goods & Works	39	3	130,180.00	Local	Better Performance
29	Positive Thinking & Personality Development	46	1	58,975.00	Local	Better Performance
30	Conflict Management & Negotiation Skill	38	1	41,300.00	Local	Better Performance
31	Accrual Basis Accounting	40	1	43,635.00	Local	Better Performance
32	Introduction of RTI Act	40	1	43,595.00	Local	Better Performance
33	Basic Computer Skills	41	2	87,720.00	Local	Better Performance
34	Identification of Projects	20	2	52,895.00	Local	Better Performance
35	Introduction of Internet & Email	35	1	72,525.00	Local	Better Performance
36	Introduction of Good Governance	27	1	28,510.00	Local	Better Performance
37	Office System and Procedure	38	2	83,420.00	Local	Better Performance
38	Power and Functions of the Provincial Council System	38	2	88,650.00	Local	Better Performance
39	Advanced Techniques in MS Word & MS Excel	29	3	102,825.00	Local	Better Performance
40	Effective Communication in English		2	80,275.00	Local	Better Performance
41	Vehicle Administration & Safety Driving	37	2	77,925.00	Local	Better Performance
42	Contract Administration	28	2	79,315.00	Local	Better Performance
43	Letter Writing In Sinhala	15	3	62,610.00	Local	Better Performance
44	Project Proposal Writing	30	2	73,340.00	Local	Better Performance
45	Introduction to Project Management	25	2	62,795.00	Local	Better Performance
46	Office System & File Maintenance	49	1	49,230.00	Local	Better Performance
47	Maintenance of Bank Accounts	32	1	33,760.00	Local	Better Performance
48	Motivation & Team Building	42	1	50,240.00	Local	Better Performance
49	Language Skills Tamil - Sinhala	21	1	27,450.00	Local	Better Performance
50	Designing Slides for Presentation	29	2	76,570.00	Local	Better Performance
51	Cloud Comporting	33	2	75,300.00	Local	Better Performance
52	Report Writing Skills in English	33	2	74,715.00	Local	Better Performance
53	Skill Through English for Public Servants (STEPS)	To be Confirmed	20	9,300.00	Local	Better Performance

6.3.2 Deputy Chief Secretary – Personal Training

S. No	Name of the Program	No. of staff trained	Duration of the program	Total investment (Rs'000')	Nature of the Program	Output
1	Master of Veterinary Science	9	2 Year	1215000.00	Local	Better Performance
2	Master of Animal Reproduction	3	1 Year	442500.00	Local	Better Performance
3	Master of Science in Kayacikitsa Programme	1	1Year	350,000.00	Local	Better Performance
4	Master of Business Finance, University of Kelaniya	3	1 Year	420,000.00	Local	Better Performance
5	Accountancy of diploma, National Institute of Cooperative Development	2	06 Months	64,000.00	Local	Better Performance
6	Master of Business Finance, University of Jaffna	1	2 Year	235,000.00	Local	Better Performance

7	MSc in Medical Entomology and Applied parasitological, The Open University of Sri Lanka	1	1 Year	69230.00	Local	Better Performance
8	Master of Science in Management and Administration	3	2 Year	420,000.00	Local	Better Performance
9	Post Graduate Diploma in Pansakarma Programme management	2	1 Year	300,000.00	Local	Better Performance
10	Master's in Public Administration and Management 2022/2023	1	1 Year	180,000.00	Local	Better Performance

6.3.3 Foreign Training

S. N	Name of the Program	No. of Staff trained	Duration of the program	Total Investment(Rs' 000)	Nature (Abroad/Local)	Output
1	"Sri lanka's second voluntary national review on the implementation of the sustainable development goals (SDGs) proposed study tour to Pakistan – February 2022"	01	08 Days	Foreign	Abroad	Better Performance
2	Australia awards scholarship 2022	03	02 Years	Foreign	Abroad	Better Performance
3	Ayush Indian postgraduate scholarship 2021-2022	01	03 Years	Foreign	Abroad	Better Performance
4	"Specialized training programme in cyber security & malware analytics, river	01	26 Days	Foreign	Abroad	Better Performance
5	"Good governance for management of rural development programmes	01	28 Days	Foreign	Abroad	Better Performance
6	Unicef – koica study tour to the republic of korea	15	07 Days	Foreign	Abroad	Better Performance
7	Indian item scholarship 2021-2022 women empowerment issues challenges and policy guidelines	01	12 Days	Foreign	Abroad	Better Performance
8	Officiate in the inter school's netball tournament – maldives	01	13 Days	Foreign	Abroad	Better Performance
9	Innovative leadership for organization growth and excellence trainers/promoters programme"	01	54 Days	Foreign	Abroad	Better Performance
10	"Regional workshop to strengthen primary health care in the southeast Asia region 28-30 November 2022, Bangkok, Thailand"	01	03 Days	Foreign	Abroad	Better Performance

- ❖ The officers learn new skills, techniques, and knowledge through refresh Capacity Building Programmes help in the Administration, Development, and Planning fields to perform well by individuals and contribute to achieving the Organization's Goals.

Chapter 07 - Compliance

Report

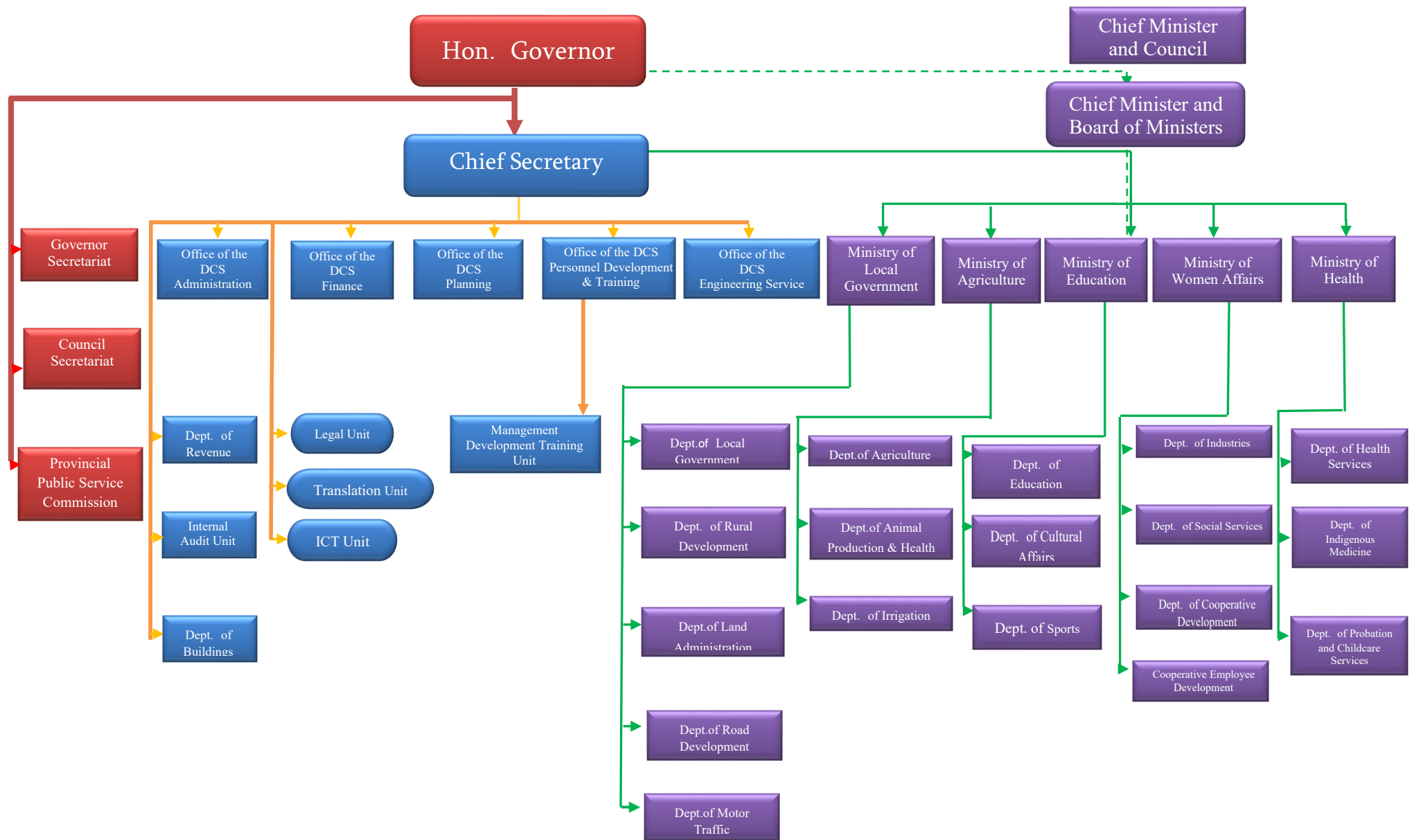
No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date	Complied		
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Complied		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	The fixed assets register has been maintained and updated in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and updated	Complied		
2.3	Register of Audit queries has been maintained and updated	Complied		
2.4	Register of Internal Audit reports has been maintained and updated	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and updated	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and updated	Complied		
2.9	Register of Losses has been maintained and updated	Complied		
2.1	Commitment Register has been maintained and updated	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		



6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	N/A		
14.2	The ad-hoc sub imprest issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		



15.3	Returns of arrears of revenue forward to the Auditor General in term of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The short comings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		The Audit Paragraph raised in reviewed in each audit management committee meeting



Annexures

SECTORAL INFORMATION

1. Governor's Secretariat
2. Provincial Council Secretariat
3. Chief Secretary's Secretariat Cluster
4. Ministry of Finance & Planning, Law & Order, Lands, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport,
5. Ministry of Agriculture, Agrarian Service, Animal Husbandry, Irrigation, Fisheries, Water Supply and Environment,
6. Ministry of Education, Cultural Affairs, Sports and Youth Affairs
7. Ministry of Health, Indigenous Medicine and Probation and Childcare Services.
8. Ministry of Women's Affairs, Rehabilitation, Social Services, Cooperatives, Food Supply and Distribution, Industries and Enterprise Promotion.



1.0

Governor's Secretariat

1.1 Governor's Secretariat

1.2 Provincial Public Service Commission



1.1 Governor's Secretariat, Northern Province

Expenditure Head No: - 400

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Governor of a Province is the representative of the Executive President of Sri Lanka. Governor is the Chief Executive in the Provincial Administration who has the direct executive powers entrusted by the Constitution. She/He can exercise the functions directly or through the Board of Ministers or through subordinates to his/her.

Under the Provincial Council act, No 42 of 1987 Governor's Secretariat, Northern Province is the overall management arm of the Northern Provincial Council. The Governor shall determine all matters relating to the officers of the Provincial Public Service including the formulation of schemes of recruitment, codes of conduct for such officers, the principles to be followed in making promotions and transfers, the delegation of the powers during appointments and disciplinary control of such officers.

- She/He holds office during the pleasure of the President and her/his term is 5 years from the date of his appointment.
- She/He has the powers, subject to the advice of the Chief Minister, to summon, prorogue or dissolve the council and to send any messages to the council. She/He has also assent to the statutes passed by the council before they become law.
- The governor frames the financial rule of the council, which regulate activities relating to the provincial fund and the emergency fund of the province. She/He causes the annual financial statement to be laid before the council.
- She/He determines all matters relating to members of the provincial public service including the formulation of schemes of recruitment and the codes of conduct for such officers. She/He is also the Director of Establishment for Provincial Public Service.

1.2. Vision, Mission, Objectives of the Institution

a) Vision: -

Fulfill the aspiration of the People of the Northern Province through the provincial council system and central agencies

b) Mission: -

Overall policy formulation and operationalization for the social, economic, cultural, development in accordance with the legal frame

c) Objectives: -

I. Exercising powers vested in the Governor by Thirteen Amendment to the Constitution and by the Provincial Councils Act No 42 of 1987 and Provincial Councils (Amendments) Acts Numbers 27 of 1990, 28 of 1990, 13 of 2010 and 17 of 2017.

II. Enhance probity and propriety in administrative and financial management in compliance with laws and regulations, especially in disposition of funds.

III Appraise the activities of all provincial ministries and departments under the provincial council purview to ensure economy, efficiency and effectiveness

1.3. Key Functions: -

1. To exercise the powers according to the constitutional mandate of the provincial council – coordination with central agencies.
2. To enhance the quality of provincial Public Service (Human Resource Policy)
3. To enhance the quality of natural resources
4. To enhance the legal framework for each and every devolved subjects

5. To enhance the effective monitoring and evaluation systems
6. To enhance better coordination among central and provincial institutions

1.4 Organizational Chart: - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department: -

Secretary to the Governor, Administration Branch, Accounts Branch, Monitoring and Coordination Branch.

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

Provincial Council

1.7. Details of the Foreign Funded Projects (if any) - Not Applicable

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

1. The public day was being done on every Wednesday at Governor's Secretariat in order to solve the issues of the public in the five districts
2. Follow-up meetings to ensure law and order in the Northern Province were organized.
3. Follow-up meetings of Provincial Monitoring Committee for prevention of drugs in the Northern Province were organized.
4. Orientation Program for the designated Heads of Missions (HOM) with the Coordination of Ministry of Foreign Affairs was conducted.
5. **Abayam (Child Helpline)** was launched to hear from children and to support women also in five broad areas: Food & Nutrition, Education, Protection, Psych & Career Support and Voice of Children & Youth
Resolved hundreds of complaints within a short span of time.
6. Province Combined Mechanism for Food Security and Nutrition (PCMFSN), According to the Secretary to the President letter dated 8.10.2022 at Provincial Level Committee was established for food security and nutrition. Then Progress review meetings of PCMFSN were organized by Hon Governor time to time.
7. Conducted tree planting programme.
8. According to the Secretary to the Ministry of Urban Development and Housing, certain numbers of Suitable beneficiaries were identified for construction of 25000 Houses with 20KW solar power project with assistance of District Secretaries of Northern Province and all details are submitted to the implementing agency.

Education Sector

9. R2R : Recognition of Performance(N.P)
 - Distribution of smart boards to facilitating the students
 - Priority given to the schools which show good performance in their O/L and A/L. Direction given by Hon. Governor.
10. Plan for school **dropout** students/Vocational training to the **school student**. (Carrier based training)/Back to School
 - Reinstate the dropouts to their appropriate schools.
 - Reinforcement of Compulsory Education.
11. Identified Religious locations for establishing the ICT Centers for the benefit of the students in local: This project creates a platform to students to get the chance to practice and improve their knowledge.
12. Promoting students with tertiary vocational education and training initiatives (C.S): ILO-RPL project.

13. Incomplete construction of School funded by IHC
14. Education sectoral Meeting
 - Establishment of Water and Sanitation Committee at schools- updates received
 - Establishment of school hostel management committee at schools –updates received
15. Promoting fruit cultivation under entrepreneurial school garden program at the schools.
16. Hon. Governor instructed to appoint a committee to look into the problems arising at the community level due to the inappropriate activities of the youths. (Initiations to be taken)
17. Issues such as children being subjected to abuse, domestic violence, and being converted into child labour were also taken under the consideration of Hon. Governor and Parental care council established.

Health Sector

18. Provincial Dengue Control Activities
 - Provincial subcommittee of dengue control action was declared “Dengue Control Week” from 2023.08.14 to 2023.08.20 and conducted field inspection, Shramadhan campaign and awareness programs.
 - “Collecting the containers” programme directed by Hon. Governor.
19. Free Cataract Surgery Eye Camp

This project to provide free cataract surgery to people facing eye problems in the Northern Province has been carried out in Vavuniya as per the advice of Hon. Governor.

Three doctors from Vavuniya, Chilaw and Mullaitivu hospitals along with three doctors visiting from India carried out these free cataract surgeries. This free eye surgery camp is conducted under the Ananda and Alka Foundation in Malaysia.

Ministry of Women affairs

20. Sector Meeting
 - Reasoned out the back forces of poverty in N.P and find out the remedy.;
 - Find out the ways and methods to keep the virtues, norms and value system of the society in tagged.
21. Women and Children’s Safety
 - Find out the appropriate ways and methods to strengthen the measure of safety of women and children.
 - Find out the ways and methods to solve the arising problems of the society and school as well.
22. “Industry -2023” (National Industry Exhibition – Jaffna District)
 - Matters of National Level activities, long term projects, financial procedures, credit facilities, marketing opportunities
23. Activities to the people with disabilities
 - Policy for disable people.
 - Find out the solution for social and school level issues of special need people
24. Activities of Jaffna District Palm Development Co-Operative Societies
 - Creating plans and regulations to distillery companies.
 - Keep the society’s livelihood stability.
 - Creating marketing opportunities within and out of the country.
 - Keep the society’s livelihood stable.
 - Eradicate the mal practices in distribution and marketing.

2.2 Challenges

1. Hon. Governor has to undertake all Provincial Minister's role. The present human resources are insufficient to accomplish the tasks within the designated time frame.
2. Staffing and subject allocation are challenges as the Secretariat receives numerous grievances and public for daily transactions
3. Provincial Council does not pass statutes or regulation in important sector (only few numbers of statutes passed by NPC) and Hon. Governor facing difficulties to imposes order's when Council Absent

2.3 Future Goals

- I. Exercise powers vested with Governor by the 13th Amendment to the Constitution and by the Provincial Councils Act No 42 of 1987 and Provincial Councils (Amendments) Acts with serving untapped provisions also.
- II. Enhance probity and propriety in administrative and financial management in compliance with laws and regulations, especially in disbursement of funds.
- III. Appraise the activities of all Provincial Ministries and Departments under the provincial council to ensure economy, efficiency and effectiveness; the necessity of a Monitoring and Evaluation unit is felt.
- IV. Ensuring the Food security of the Northern Province according to the National Policy

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		105,281,914	86,085,337	ACA-3
	Deposits		1,184,182	3,482,170	ACA-4
	Advance Accounts		3,142,864	2,462,860	ACA-5/5(a)
	Other Main ledger Receipts		-		
	Total Non-Revenue Receipts (B)		109,608,960	92,030,367	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		109,608,960	92,030,367	
	Remittance to the Treasury (D)		22,523	528,718	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		109,586,436	91,301,649	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	51,097,231	47,313,520	ACA-2(ii)



	Other Goods & Services	6	43,400,614	39,575,725	
	Subsidies, Grants and Transfers	7	409,189	295,065	
	Interest Payments	8	—	—	
	Other Recurrent Expenditure	9	549,011	385,232	
	Total Recurrent Expenditure (F)		95,456,046	87,569,542	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10	—	4,991,603	
	Acquisition of Capital Assets	11	2,179,933	2,142,390	
	Capital Transfers	12	—	—	ACA-2(ii)
	Acquisition of Financial Assets	13	—	—	
	Capacity Building	14	—	—	
	Other Capital Expenditure	15	—	—	
	Total Capital Expenditure (G)		2,179,933	7,133,993	
	Deposit Payments		10,312,129	3,469,396	ACA-4
	Advance Payments		2,932,868	2,382,850	ACA5/5(a)
	Other Main Ledger Payments		—	—	
	Total Main Ledger Expenditure (H)		13,244,997	5,852,246	
	Total Expenditure I=(F+G+H)		110,880,975	100,555,781	
	Balance as at 31st Decemember J=(E-I)		(1,294,538)	(9,054,132)	
	Balance as per the Imprest Adjustment Statement		(1,294,538)	(9,054,132)	
	Imprest Balance as at 31st December				

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	339,305,044	311,401,839
Financial Assets			
Advance Accounts	ACA-5/5(a)	4,286,824	4,496,820
Cash & Cash Equivalents	ACA-3		
Total Asset		343,591,868	315,898,659
Net Assets / Equity			
Net Worth to Treasury		4,268,824	(4,649,127)
Property, Plant & Equipment Reserve		339,305,044	311,401,839
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	18,000	9,145,947
Imprest Balance	ACA-3		
Total Liabilities		343,591,868	315,898,659

3.3 Statement of Cash Flows

Statement of Cash Flows for the Period ended 31st December, 2023

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	120,497	1,557,813
Imprest Received	10,528,914	86,085,337
Recoveries from Advance	611,760	232,250
Deposit Received	1,163,682	3,462,095
Total Cash generated from Operations (A)	107,177,853	91,337,495
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	92,363,711	84,162,134
Subsidies & Transfer Payments	409,189	680,297
Expenditure incurred on behalf of Other Heads	—	—
Imprest Settlement to Treasury	22,523	528,718
Advance Payments	1,911,140	1,134,020
Deposit Payments	10,312,129	3,469,396
Total Cash disbursed for Operations (B)	105,018,693	89,974,565
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	2,159,160	1,362,930
Cash Flows from Investing Activities		
Interest	6,493	—
Dividends	—	—
Divestiture Proceeds & Sale of Physical Assets	14,280	64,460
Recoveries from On Lending	—	—
Total Cash generated from Investing Activities (D)	20,773	64,460
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	2,179,933	1,427,390
Total Cash disbursed for Investing Activities (E)	2,179,933	1,427,390
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(2,159,160)	(1,362,930)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
Cash Flows from Financing Activities		
Local Borrowings	—	—
Foreign Borrowings	—	—
Grants Received	—	—
Total Cash generated from Financing Activities (H)	0	0
Less - Cash disbursed for:		
Repayment of Local Borrowings	—	—
Repayment of Foreign Borrowings	—	—
Total Cash disbursed for Financing Activities (I)	0	0



NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	0	0
Net Movement in Cash (K)=(G)-(J)	0	0
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	0	0

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	106,870,000	106,870,000	95,456,046	89%
Capital	2,000,000	2,180,000	2,179,933	100%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments -Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as At 31.12.2023	Balance as Per financial Position Report as At 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6111201	Office Building	95,560	95,560	-	100%
6111309	Outdoor Spot and Recreation Facilities	46	46	-	100%
6112101	Passenger Vehicles	190,008	190,008	-	100%
6112102	Cargo Vehicles	795	795	-	100%
6112103	Agriculture Vehicles	900	900	-	100%
6112105	Ambulance	1,652	1,652	-	100%
6112109	Motor Cycles	1,631	1,631	-	100%
6112201	Office Equipment	4,152	4,152	-	100%
6112202	Computer Equipment	8,181	8,181	-	100%
6112203	Electrical Equipment	17,124	17,124	-	100%
6112204	Communication Equipment	4,871	4,871	-	100%
6112205	Furniture	7,457	7,457	-	100%
6112208	Sports Equipment	198	198	-	100%
6112213	Book, Periodicals and Journals	5	5	-	100%
6112212	Industrial and Manufacturing Equipment	3	3	-	100%
6112213	Construction Equipment	7	7	-	100%
6112216	Agriculture and Dairy Farm Equipment	115	115	-	100%
6141	Land	6,600	6,600	-	100%

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
1	Service provided on the public day of the Governor.	✓		
2	Awareness on drug prevention conducted	✓		
3	Approval given for lease Agreement	✓		



4	Approval given for Appointment (Contract, Re- Instatement, Re employment, Casual)	✓		
5	Approval given for Leave out of the Islands	✓		
6	Approval given for Related to Local Authorities	✓		
7	Approval given for Provision of land on lease for the purpose of entrepreneurship	✓		
8	Approval given for Service minutes /SOR	✓		
9	Number of appointments (head of departments) were given	✓		
10	Coordinate Meetings	✓		
11	Conduct monthly staff meeting	✓		
12	Maintenance of Registers: Attendance, Leave, Vehicle Movement etc.	✓		
13	Updated Personal Files of the staff	✓		
14	Approved annual salary increments of staff	✓		
15	Prepared Annual Budget	✓		
16	Prepared Annual Financial Report	✓		
17	Prepared Annual Financial Statement	✓		
18	Attended Audit Management meeting, Replied Audit observation	✓		
19	Conduct Annual Board of Survey	✓		
20	Payment of salary, overtime claim, travelling claims to officers and personal staff	✓		
21	Supply of stationeries	✓		
22	Maintenance of stores and Assets Register	✓		
23	Maintenance the vehicle log books and running charts	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals - Nil

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	03	02	01
2	Territory	01	01	-
3	Secondary	25	30	- 05
4	Primary	09	09	-

6.2 Senior – Legal officer vacancy

3. Secondary – 1 Do & 2 MSO No pay leave according to the PAC 14/2022

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Workshop on family work balance parental awareness	05	01 Day	The cost was born by Ministry of Woman's Affairs		Local	Five Staff was trained
02	Induction Training for newly recruited Development Officer	03	10 Days	The cost was born by MDTU		Local	Three Staff was trained
03	General English for	02	20 Days	The cost was born		Local	Two Staff was

	Public Servant			by STEPS			trained
04	Training on conflict management	02	01 Day	The cost was born by MDTU		Local	Two Staff was trained
05	Disciplinary Procedure	01	01 Day	The cost was born by MDTU		Local	One Staff was trained
06	Introduction of RTI act	01	Half Day	The cost was born by MDTU		Local	One Staff was trained
07	Writing skill for Public Servant	01	20 Days	The cost was born by STEPS		Local	One Staff was trained

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N.A		
1.4	Stores Advance Accounts	N.A		
1.5	Special Advance Accounts	N.A		
1.6	Others			
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		



3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		

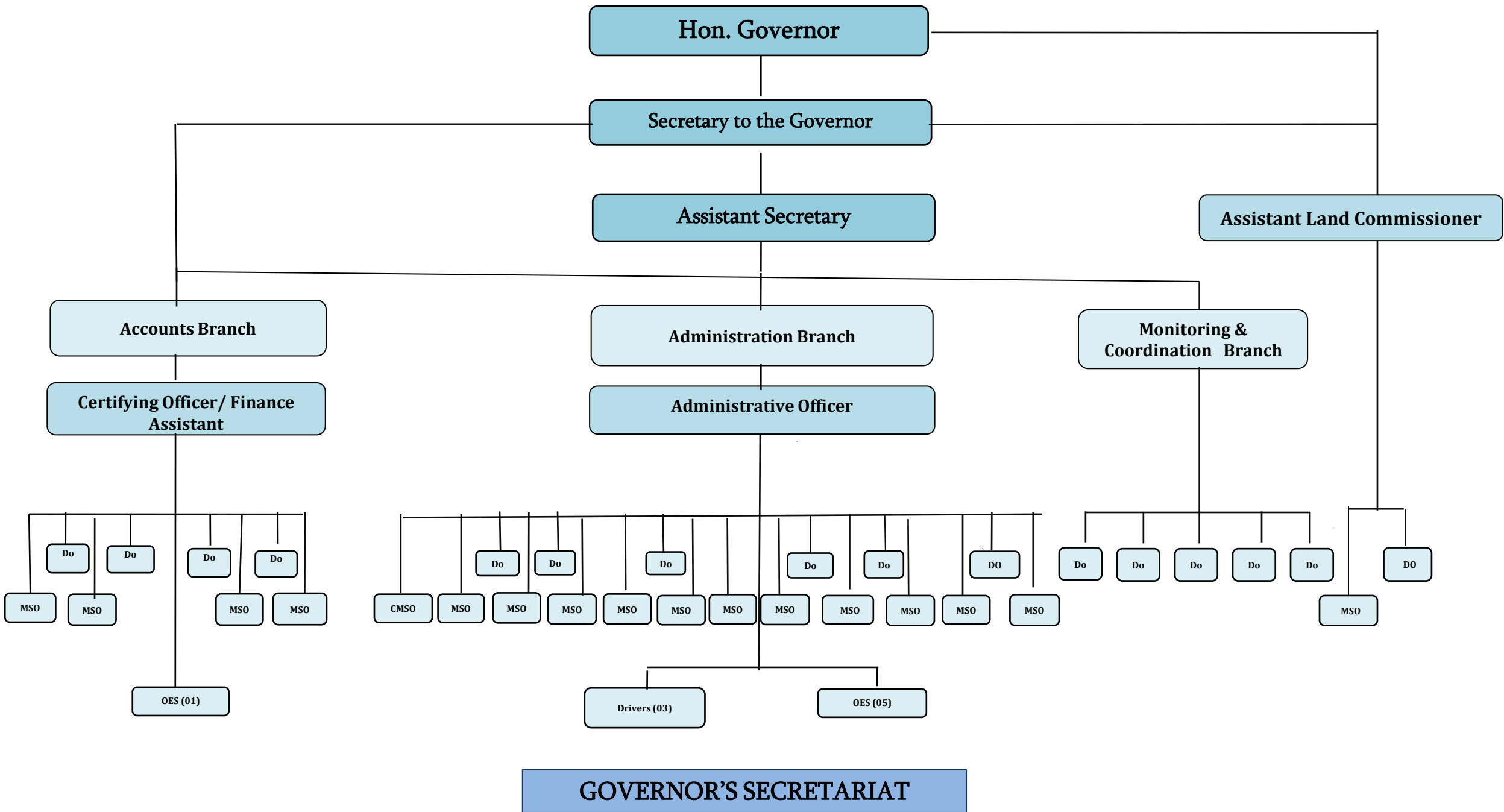


10.2	The dormant accounts that had existed in the year under review or since previous years settled	N.A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Not Complied	Action taken on	
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	N.A		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N.A		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	N.A		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N.A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		



19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

1.1 Annexure I – Organization Chart



1.2 Provincial Public Service Commission, Northern Province

Expenditure Head No: 401

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Public Service Commission is an Institution established under the provisions of Provincial Councils Act No: 42 of 1987. As per Section 32(1) Appointment, Transfer, Dismissal and Disciplinary control of officers of the Northern Provincial Public Service are vested to the Hon. Governor. The Hon. Governor, acting under the provisions of Section 32(2) has delegated his powers of Appointment, Transfer, Dismissal and Disciplinary Control of Officers to the Provincial Public Service Commission, reserving to himself the power of Appointment of Provincial Secretaries and Provincial Heads of Departments.

Section 32(2) of the Provincial Councils Act No. 42 of 1987 was amended by Provincial Councils (amendment) Act No. 28 of 1990 introducing a new subsection 2 A empowering the Provincial Public Service Commission to delegate to Chief Secretary, Provincial Secretaries of Ministries and Provincial Heads of Departments the power of Appointment, Transfer Dismissal and Disciplinary Control of Officers in the Non – Staff Grade and accordingly revised powers of delegation was circulated among all Secretaries and Heads of Departments in August, 1999 with the approval of the Hon. Governor retaining with the Provincial Public Service Commission the power of Appointment, Transfer, Dismissal and Disciplinary Control of Officers in the Staff Grade.

Creating a highly professionalized competent Provincial Public which would efficiently and effectively deliver the service to the people of the Northern Province.

Creating a highly professionalized competent Provincial Public Service which would efficiently and effectively deliver the service to the people of the Northern Province.

Provincial Public Service Commission has effectively carried out its duty with the cooperation of all the staff as per Organization Chart.

1. Implementing Good Governance principles

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Ensuring excellent performance from the Public Service in Northern Province.

b) Mission

To establish and promote an efficient, effective, disciplined and contented Public Service to serve the Public with fairness, transparency and consistency.

c) Objectives

- i. Providing Human Resources for Northern Provincial Public Service
- ii. Maintaining the Human Resources Management Information procedure
- iii. Upgrading the systems and procedurals under Northern Provincial Administration
- iv. Heading towards the targets of Northern Province, by motivating the management culture
- v. Implementing Good Governance principles

1.3. Key Functions

- i. Exercise Powers of Recruitment, Appointment, Transfer, Dismissal & Disciplinary Control.
- ii. Supervision of the functions of delegated powers.
- iii. Examining the Service Minutes submitted by Secretaries of Provincial Ministries and Heads of the Department and recommending to the Governor for approval.
- iv. Incorporating necessary amendments and revisions to Service Minutes and recommending to the Governor for approval.

- v. Conducting & Co-ordinating the Exams (Recruitment, Promotion, EB & Departmental Exam)
- vi. Absorption of officers who were appointed before 01.01.2007 and transferred permanently into Northern Province.
- vii. Inter Provincial Transfer
- viii. Attending matters relating to disciplinary inquiries and hearing appeals on disciplinary orders.
- ix. Settling grievances of officers affected by administrative lapses.

1.4. Organizational Chart - Annexed
1.5. Departments under the Ministry / Main Divisions of the Department

Commission (Appointed by the Hon. Governor, NP, according to the Provincial Councils Act No 42 of 1987)

- Administration Branch
- Exam Branch
- Accounts Branch

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

From Office of the Deputy Chief Secretary (Finance), Northern Province

1.7. Details of the Foreign Funded Projects (if any) - Not applicable

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

- ❖ Developed the mail tracking system.
- ❖ Action taken to develop the Local Area Network system.
- ❖ Handled acquire number of grievances, which received through mobile services.
- ❖ Number of Commission sittings.
- ❖ Number of Exams.

2.2 Challenges

Permanent Buildings

2.3 Future Goals

- ❖ To establish and promote an efficient, effective, disciplined and contented Public Service to the Public with fairness, transparency and consistency

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2023Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
-	Income Tax	1	-	-	ACA-1
-	Taxes on Domestic Goods & Services	2	-	-	
-	Taxes on International Trade	3	-	-	
2,500,000	Non-Tax Revenue & Others	4	2,269,750	69,950	
2,500,000	Total Revenue Receipts (A)		2,269,750	69,950	
	Non-Revenue Receipts				
-	Treasury Imprests		32,054,462	28,068,570	ACA-3



-	Deposits		82,565	545,285	ACA-4
-	Advance Accounts		1,292,912	2,431,559	ACA-5/5(a)
-	Other Main ledger Receipts		-	-	
-	Total Non-Revenue Receipts (B)		33,429,939	31,045,414	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		35,699,689	31,115,364	
	Remittance to the Treasury (D)		2,269,753	80,985	
-	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		33,429,936	31,034,379	
-	Less: Expenditure				
	Recurrent Expenditure				
24,050,000	Wages, Salaries & Other Employment Benefits	5	22,925,428	22,162,668	ACA-2(ii)
9,590,000	Other Goods & Services	6	8,880,559	7,218,712	
90,000	Subsidies, Grants and Transfers	7	90,000	39,847	
300,000	Interest Payments	8	219,582	257,132	
-	Other Recurrent Expenditure	9	-	-	
34,030,000	Total Recurrent Expenditure (F)		32,115,569	29,678,359	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
500,000	Acquisition of Capital Assets	11	494,500	239,090	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
-	Other Capital Expenditure	15	-	-	
500,000	Total Capital Expenditure (G)		494,500	239,090	
	Deposit Payments		82,565	545,285	ACA-4
	Advance Payments		1,729,350	2,530,650	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		1,811,915	3,075,935	
	Total Expenditure I=(F+G+H)		34,421,984	32,993,384	
	Balance as at 31stDecember J=(E-I)		(992,048)	(1,959,005)	ACA-7
	Balance as per the Imprest Adjustment Statement		-	-	ACA-3
	Imprest Balance as at 31st December		(992,048)	(1,959,005)	

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	18,585,192	18,091,692
Financial Assets			
Advance Accounts	ACA-5/5(a)	3,610,579	3,174,141
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		22,195,771	21,265,833
Net Assets / Equity			
Net Worth to Treasury		3,610,579	3,174,141



Property, Plant & Equipment Reserve		18,585,192	18,091,692
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	-	-
Imprest Balance	ACA-3	-	-
Total Liabilities		22,195,771	21,265,833

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended 31st December, 2023

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	2,269,750	69,950
Profit	-	-
Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	49,138	8,028
Imprest Received	32,054,462	28,068,570
Recoveries from Advance	-	414,089
Deposit Received	82,565	545,285
Total Cash generated from Operations (A)	34,455,915	29,105,922
<u>Less - Cash disbursed for:</u>	29,772,765	27,000,190
Personal Emoluments & Operating Payments	219,582	257,132
Subsidies & Transfer Payments		
Expenditure incurred on behalf of Other Heads	2,269,750	69,950
Imprest Settlement to Treasury	3	11,035
Advance Payments	1,619,000	1,010,000
Deposit Payments	82,565	545,285
Total Cash disbursed for Operations (B)	33,963,665	28,893,592
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	492,250	212,330
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	2,250	26,760
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	2,250	26,760
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	494,500	239,090
Total Cash disbursed for Investing Activities (E)	494,500	239,090
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(492,250)	(212,330)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-



Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2003.02.13	Exam fees (Provincial Public Service Commission)	1,000,000	1,000,000	2,269,750	227%

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	34,030,000	34,030,000	32,115,569	94%
Capital	500,000	500,000	494,500	99%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6112101	Passenger Vehicle	5,000,000.00	5,000,000.00		
6112105	Ambulance	3,500,000.00	3,500,000.00		
6112109	Motor Cycle	86,500.00	86,500.00		
6112201	Office Equipment	3,569,863.00	3,569,863.00		
6112202	Computer Equipment	4,095,720.00	4,095,720.00		
6112203	Electrical Equipment	550,445.00	550,445.00		
6112204	Communication Equipment	114,665.00	114,665.00		
6112205	Furniture	1,561,749.20	1,561,749.20		
6112207	Medical Equipment	24,800.00	24,800.00		
6112212	Industrial & Manufacturing Equipment	12,450.00	12,450.00		
6113301	Software Development	70,000.00	70,000.00		

3.9 Auditor General's Report**

The final audit report has not received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
01	a. Handling Commission matters - Each meeting held at minimum twice a month. - Agenda prepared. - Subject wise schedule prepares - Commission decision inform / implement	✓		
02	b. Acquire number of establishments matters such as Absorption, confirmation, promotion, retirement, inter provincial transfer, appeals, appointments of contract & acting. - two categories of (Establishment and Commission) administration handling. - Handled continue and regular work	✓		
03	c. Conducting and coordinating exams - Follow the system and procedure. - Continue to conducting exams - Handed over the results to the relevant authority.	✓		
04	d. Preparing financial statements such as budget, annual performance plan, annual development plan.	✓		
05	e. Conducting mobile service programmes in each district, under Northern Province. - Grievances considered and further actions taken.	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	Substantially reduce corruption and bribery in all their forms	Providing efficient service and achieve the objectives	For implementing the RTI Act, Appointed an Information Officer and subject officer, for doing the activities through proper system.			✓
02	Develop effective, accountable and transparent institutions at all levels	Providing efficient service	Advertisements and internal circulars were published though the Newspapers and NPC Web side. Obtain time provided to public / staff. All actions doing with time schedule			✓
03	Ensure responsive, inclusive, participatory and representative decision-making at all levels	Providing efficient service	100% of transparency followed in maximum situations.			✓



04	Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements.	Providing efficient service, such as mobile service	Duties assigned to Staff officers and subject officers.			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

- ❖ Done all works with accountable and transparent.
- ❖ Automation mail tracking system introduced through the database.
- ❖ Conducted regular meetings such as Audit Management Committee Meeting, Staff Meeting, etc.
- ❖ Keep public relationship without unsatisfactory
- ❖ Conducted examination as per the examination calendar.
- ❖ Implemented the all-national level instructions

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	3	2	1
2	Territory	1	1	
3	Secondary	22	22	
4	Primary	5	5	

6.2 **briefly state how the shortage or excess in human resources has been affected to The performance of the institute.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
	Vehicle Management Techniques	1	2 Days			Local (MDTU)	Handled the works with more knowledge and efficient
1.	Anti-Corruption	1	2 Days		.	Local (MDTU)	Knowledge shared with staff of PPSC
2.	Salary Conversion	2	6 Days		Knowledge and experiences applied with relevant works	Local (MDTU)	Knowledge shared with staff of PPSC
3.	Training on Accrual Basis Accounting	1	2 Days			Local (MDTU)	Handled the works with more knowledge and efficient
4.	Internal Audit Techniques	1	4 Days			Local (MDTU)	Handled the works with more knowledge and efficient
5.	Board of Survey Losses and Write Off	2	2 Days			Local (MDTU)	Handled the works with more knowledge and efficient
6.	Disciplinary Procedure	5	4 Days			Local	Handled the works with



						(MDTU)	more knowledge and efficient
7.	Right to Information Act.	8	4 Days			Local (MDTU)	Knowledge shared with staff of PPSC
8.	Training on Store Management	1	2 Days			Local (MDTU)	
9.	Good Governance	8	2 Days			Local (MDTU)	Knowledge shared with staff of PPSC
10.	Work Life Balance	1	1 Day			Local (MDTU)	
11.	Sinhala Training	2	150 Hours& 100 Hours			Local (MDTU)	Able to speak and write through this language.
12.	General English for Public Servants	1	150 Hours			Local (MDTU)	Able to speak and write through this language.
13.	E-Code I,II & Procedure Rules	3				Local (MDTU)	Knowledge shared with staff of PPSC
14.	Database Management	1	5 Days			Local (MDTU)	Knowledge shared with staff of PPSC
15.	Project Proposal Writing	1	8 Days			Local (MDTU)	Knowledge shared with staff of PPSC
16.	Graphics Designing	1	2 Days			Local (MDTU)	Knowledge shared with staff of PPSC
17.	Leadership and Team Building	1	1 Day			Local (MDTU)	Knowledge shared with staff of PPSC
18.	Training on Time management & Motivation for NPC Staff	2	2 Days			Local (MDTU)	Knowledge shared with staff of PPSC

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		



2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		

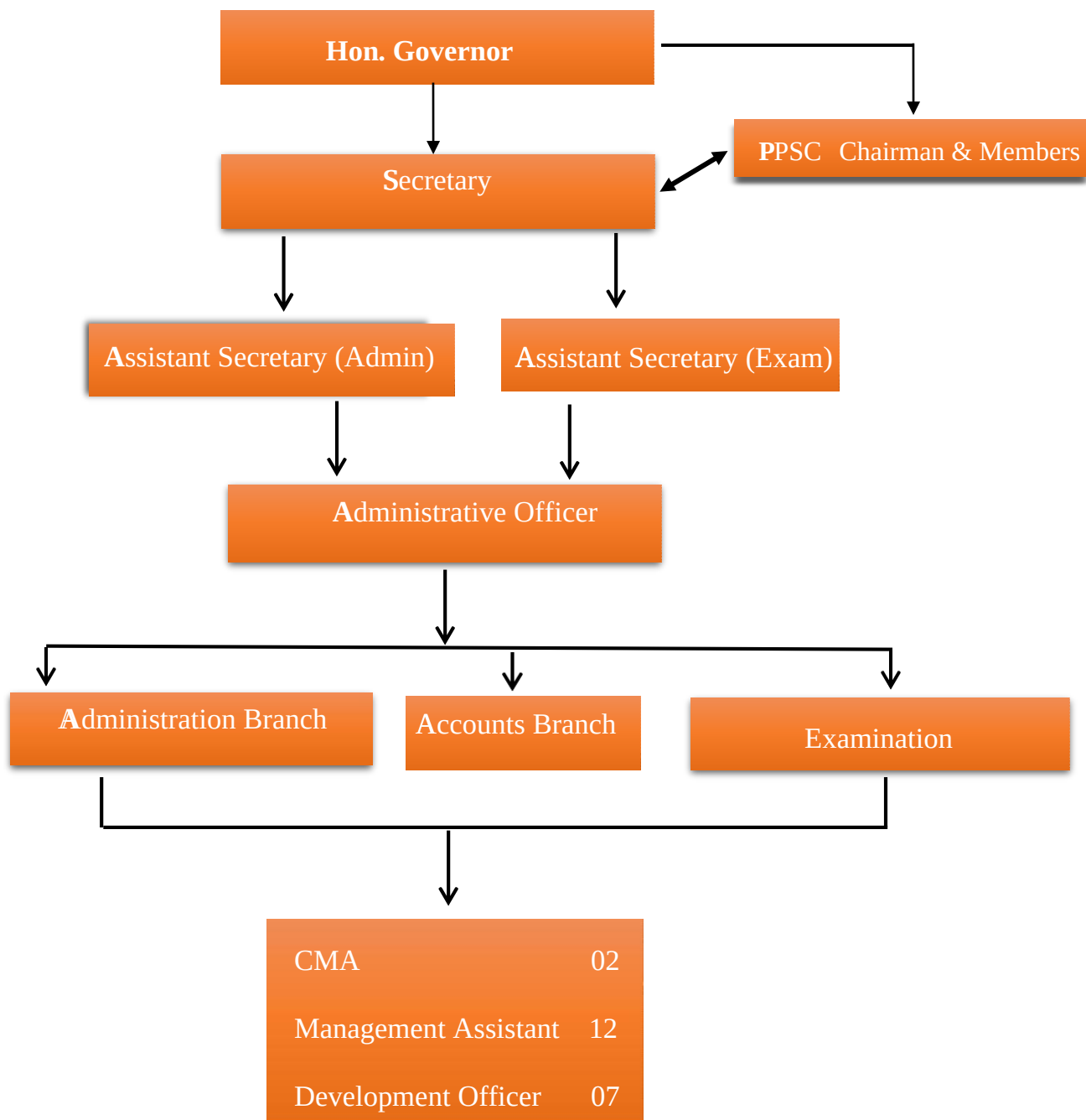


8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not Applicable		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Applicable		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Not Applicable		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			



16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not Applicable		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

1.2 Annexure I – Organization Chart





2.0

Provincial Council Secretariat

2.1 Provincial Council Secretariat



2.1 Council Secretariat, Northern Province

Expenditure Head No:402

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Councils set up in the provincial level which is made up of peoples' representatives is intended to play a major role towards the development of the province as well as the general welfare of the people. The main function of the Council Secretariat is to provide facilities for the Members of the Northern Provincial Council to hold the meetings and enable them to participate in public affairs.

First Election for the Northern Provincial Council was held on 21.09.2013.

First Council of Northern Province was formed with 38 members out of which 36 members were elected and two Members were from bonus list.

134 sessions were held by the first Council of the Northern Province

- 448 Resolutions were passed
- 18 Statutes were adopted and 16 Statutes were assented by the Governor.

First Council of the Northern Province was dissolved on 24.10.2018 as per Article 154 E of the Constitution on expiration of the period of five years.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Being a model Provincial Council within the legal frame works of the Country

b) Mission

Facilitating effective and efficient provincial administration and providing support for good governance and development of the Northern Provincial Council of Sri Lanka.

c) Objectives

The main objective of this Council Secretariat is providing necessary support to preserve the rights and privileges of the Councillors.

1.3. Key Functions

- Organizing of the Council sittings & other related activities
- Holding the Committee meetings and submitting the decisions to the Council
- Publishing the official reports (Hansard) of the Council sessions and activities
- Taking appropriate actions on the recommendations and resolutions made in the sittings of the Northern Provincial Council and disseminating such information to authorities concerned
- Providing services and facilities to the Councillors and Staff of the Provincial Council
- Paying Salaries and other allowances for the Members of the Provincial Council and staff.
- Organizing Capacity Building Programs to the Members of the Province Council
- Maintaining Knowledge, Information & Documentation Resource Centre
- Managing administrative and logistical aspects for smooth functioning of the Council
- Maintaining and developing cordial inter/intra relationship and support with related authorities & agencies.

1.4. Departments under the Ministry / Main Divisions of the Department

- 1 Establishment Unit
- 2 Finance & PPAC Unit
- 3 Council Affairs Unit
- 4 Hansard Unit

1.5. Institutions / Funds coming under the Ministry / Department / Provincial Council

Consolidated fund (CBG) from the Provincial Treasury.

1.6. Details of the Foreign Funded Projects (if any) - Nil

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

As the Provincial Council was dissolved, mere running of Secretariat was undertaken. There was no room for special achievement

2.2 Challenges

As the Provincial Council was defunct for long time, almost all the employees did not get opportunities to enhance their knowledge and of skills in the intended business. As such in the perspective of human resources development there was a lack

2.3 Future Goals

1. Provision of facilities for Members of the Northern Provincial Council in a more effective manner.
2. Enable existence of an excellent Provincial Council through appropriate administrative support.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		21,839,826	27,571,192	ACA-3
26,228,482	Deposits		7,475	111,741	ACA-4
111,741	Advance Accounts		1,015,625	1,619,796	ACA-5/5(a)
1,619,796	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		22,862,926	29,302,728	
27,960,018	Total Revenue Receipts & Total Non-Revenue Receipts (C) = A)+(B)		22,862,926	29,302,728	
27,960,018	Remittance to the Treasury (D)		3,081	1,592,561	
249,851	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		22,859,845	27,710,167	
	Less: Expenditure				
	Recurrent Expenditure				
20,898,000	Wages, Salaries & Other Employment Benefits	5	15,693,910	19,985,602	ACA-2(ii)
6,646,000	Other Goods & Services	6	6,243,741	6,122,785	
71,000	Subsidies, Grants and Transfers	7	56,471	69,785	
-	Interest Payments	8	-	-	

29,000	Other Recurrent Expenditure	9	1,300	9,310	
27,644,000	Total Recurrent Expenditure (F)		21,995,421	26,187,482	
	Capital Expenditure				
1,343,000	Rehabilitation & Improvement of Capital Assets	10	-	1,342,710	ACA-2(ii)
756,000	Acquisition of Capital Assets	11	495,800	756,240	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
	Other Capital Expenditure	15			
2,099,240	Total Capital Expenditure (G)		495,800	2,098,950	
	Deposit Payments		7,475	111,741	ACA-4
	Advance Payments		968,883	1,084,117	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		976,358	1,195,858	
	Total Expenditure I=(F+G+H)		23,467,579	29,482,290	
	Balance as at 31st December J=(E-I)		(607,735)	(1,772,122)	
	Balance as per the Imprest Adjustment Statement		607,735	1,772,122	
	Imprest Balance as at 31st December		-	-	

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	33,654,348	34,812,746
Financial Assets			
Advance Accounts	ACA-5/5(a)	1,813,903	1,860,645
Cash & Cash Equivalents	ACA-3		-
Total Asset		35,468,251	36,673,391
Net Assets / Equity			
Net Worth to Treasury		1,813,903	1,860,645
Property, Plant & Equipment Reserve		33,861,964	34,812,746
Rent and Work Advance Reserve	ACA-5(b)	33,654,348	
Current Liabilities			
Deposits Accounts	ACA-4		
Imprest Balance	ACA-3		
Total Liabilities		35,468,251	36,673,391

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows
for the Period ended 31st December, 2023

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts	2,298	
Revenue Collected on behalf of Other Revenue Heads	18,890	24,650
Imprest Received	21,839,826	27,571,192
Recoveries from Advance	77,400	-
Deposit Received	600	102,291
Total Cash generated from Operations (A)	21,939,014	27,698,133
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	20,692,518	24,386,256
Subsidies & Transfer Payments	56,471	69,785
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	3,081	1,592,561
Advance Payments	691,883	805,000
Deposit Payments	7,475	111,741
Total Cash disbursed for Operations (B)	21,451,429	26,965,343
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	487,585	732,790
<u>Cash Flows from Investing Activities</u>		
Interest	15	-
Dividends		
Divestiture Proceeds & Sale of Physical Assets	8,200	23,450
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	8,215	23,450
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	495,800	756,240
Total Cash disbursed for Investing Activities (E)	495,800	756,240
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(487,585)	(732,790)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		
<u>Cash Flows from Financing Activities</u>		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		

Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2022		
Closing Cash Balance as at 31st December 2022		

3.4 Notes to the Financial Statements

Basis of Reporting

1. Reporting Period

The reporting period for these Financial Statement is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statement have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified. The figures of the Financial Statement are presented in Sri Lankan Rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.

4. Recognition and Measurement of Property, plant and Equipment (PP&E)

An item of property, plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable

5. Property, plant and Equipment reserve

This reserve account is the corresponding account of property plant and equipment

6. Cash and Cash Equivalents

Cash and cash equivalents include local currency notes and coins in hand as at 31st December.

3.5 Performance of the Revenue Collection - Not Applicable

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	77,841	23,282	21,995	94%
Capital	500	500	496	99%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6112	Machinery and Equipment's	35,275,629.79	35,275,629.79		100 %

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
1	CBG Progress	√		

Chapter 05 - Performance of achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	Alleviation of Poverty	End Poverty in all its forms in the Northern Province	By all Provincial Ministries		√	

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

As the provincial council was defunct, achievement of challenges does not arise

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	02	02	-
2	Territory	01	00	01
3	Secondary	18	15	03
4	Primary	08	04	04

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute

The quantum of work to be executed by the cadre which were vacant was being managed by the existed officials. Considering the long term needs of human resources of the secretariat, it is essential to get the vacant cadre filled completely.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Disciplinary Procedure	01	04 days	Program was conducted by the MDTU		Local	Improved Personal Skill
02	Salary Conversion	01	03 days	Program was conducted by the MDTU		Local	Improved Personal Skill



03	Introduction of RTI Act	03	04 days	Program was conducted by the MDTU	Local	Improved Personal Skill
04	ITEC & ETEC Training	05	01 day	Program was conducted by the MDTU	Local	Improved Personal Skill
05	Training on Maintenance of Personal file	01	02 days	Program was conducted by the MDTU	Local	Improved Personal Skill
06	Training on Work Life Balance	01	01 day	Program was conducted by the MDTU	Local	Improved Personal Skill
07	Introduction to National Audit Act	02	02 days	Program was conducted by the MDTU	Local	Improved Personal Skill
08	CIGAS	02	05 days	Program was conducted by the MDTU	Local	Improved Personal Skill
09	Government Payroll System	01	05 days	Program was conducted by the MDTU	Local	Improved Personal Skill
10	Techniques in MS Office	01	08 days	Program was conducted by the MDTU	Local	Improved Personal Skill
11	Awareness Training workshop of Officers	05	01 day	Program was conducted by Ministry of woman Affairs	Local	Improved Personal Skill
12	Awareness workshop for Junior Executive Workshop on Family Work Balance & Parental Awareness	01	01 day	Program was conducted by Ministry of woman Affairs	Local	Improved Personal Skill

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		

1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	N/A		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	N/A		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		



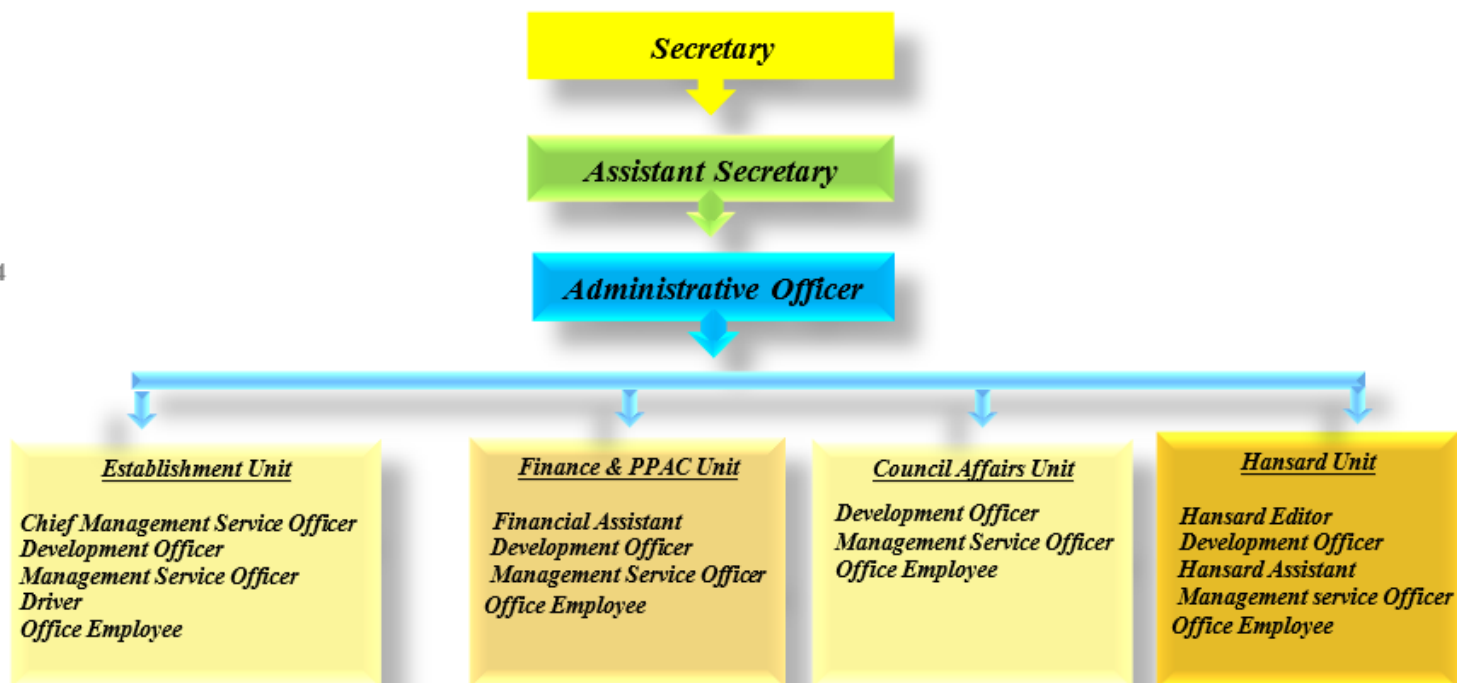
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N/A		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	N/A		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		



16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	N/A		

2.1 Annexure I – Organization Chart

4





3.0

Chief Secretary's Secretariat Cluster

3.1 Chief Secretary's Secretariat

3.2 Office of the Deputy Chief Secretary – Administration

3.3 Office of the Deputy Chief Secretary – Finance

3.4 Office of the Deputy Chief Secretary – Planning

3.5 Office of the Deputy Chief Secretary - Engineering Services

3.6 Office of the Deputy Chief Secretary - Personnel & Training

3.7 Department of Provincial Revenue

3.8 Department of Buildings

3.9 Internal Audit Unit

3.1 Chief Secretary's Secretariat, Northern Province

Expenditure Head No: 420

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Council has been established under the 13th amendment to the constitution and Provincial Council Act No: 42 of 1987. Chief Secretary's Secretariat is the key organization of Northern Provincial Council. All policy matters and guidelines are borne by Chief Secretary's Secretariat.

The Chief Secretary has responsibility as Head of Administration and Chief Accounting Officer. This Office was established in 2007. The main function of the office is coordinating all the devolved functions and concurrent subjects in order to deliver services to the Public of Northern Province. Chief Secretary's Secretariat consists of Deputy Chief Secretary - Administration, Deputy Chief Secretary - Finance, Deputy Chief Secretary - Engineering Services, Deputy Chief Secretary - Planning, Deputy Chief Secretary - Personnel & Training, Office of the Provincial Internal Audit, Provincial Department of Revenue and Provincial Department of Buildings.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Aim to achieve prosperity with sustainable development through proper implementation of good governance to fulfill the aspiration of the Northern People.

b) Mission

Performance of administrative functions and responsibilities vested in the 13th amendment to the constitution of Sri Lanka and Provincial Councils Act and its subsequent amendments.

c) Objectives

- ❖ Proper execution of the administrative matters and concerned with the mission of the provincial ministries, departments & other institutions abide to the provincial constitution and rules & regulations.
- ❖ Ensuring smooth and effective functions of the general administrative management, financial management and planning & development works of the provincial ministries and departments.
- ❖ Monitoring on excellence services to the public through the provincial, district & regional institutions and provision of emergency services based on urgent needs
- ❖ Organizing capacity building facilities for the human resource of the Northern Provincial Council.
- ❖ Monitoring and supervising of financial affairs / mechanism of flawless financial operations and better performance for COPA
- ❖ Monitoring of adaptation of corrective measures in the system by the provincial institutions by getting progress reports from internal audit.
- ❖ Generating Identified Opportunities Investments- Periodization to promote the enhancement of Provincial revenue potentials and increasing revenue
- ❖ Ensuring effective and flawless financial management system of Northern Provincial Council.
- ❖ Ensuring corrupt and bribe free administration in all levels of Northern Provincial Council.
- ❖ Holding up the provisions, laid down in the constitution related to Provincial Council Act No:42 of 1987 and the subsequent amendment.

1.3. Key Functions

❖ General Administration & Management

- Monitoring on Cadre Management System and Filling vacancies of all Island Services and combined services, Preparation of SOR/SM. Preparation of Statutes, Institutional Productivity & Career Development.
- Producing energetic workforce with skills and extra murals and ensure smooth administrative functions of the northern provincial public service.

- Provide guidance for formulating, effective implementation, and monitoring of annual development programs of local nature in pursuance of the objectives of National Development policy.
- ❖ **Financial Management**
 - Guidance to formulate Annual Budget, financial control, and policy direction for utilization of financial resources, introduction of accounting procedures and extension of the functions and responsibilities in the capacity of the provincial Treasury.
 - Smooth functioning of provincial council fund and handling of budget allocation, Proper systems and procedures of financial administration., Ensuring proper Fixed
 - Assets Management, Vehicle Management System.
 - Establish internal control system/internal auditing system in order to ensure that the activities and system of the provincial ministries and departments are conducted in an efficient and well-ordered manner. Monitoring of adaptation of corrective measures in the system by the provincial institutions by getting progress reports from internal audit.
 - Guiding for revenue potentials and seeking source with private institutions
- ❖ **Planning & Development works**
 - Preparation and implementation of sectoral annual development plans with the coordination of all the stakeholders within the allocated funds., Preparation of AIP based on Result Based Management
 - Co-ordination of National Level programs and activities with other provinces and the line ministries, Forum on Sustainable Development Goals and National Festivals.ordination
 - Co-ordination of donor funded projects/ major development projects INGO /NGO funded project activities
 - Supervising the execution of plans undertaken by the government projects within the time frame.
- ❖ **Infrastructural Management**
 - Strengthening of build resilient infrastructure through sustainable pubic procurement practices
 - Promote sustainable economic built constructions and qualitative environmentally execution of works.
 - Monitoring on financial limitations on construction works, innovation and public procurement practices based on national and provincial policies
 - Updating Contract and Procurement Management
- ❖ **Statutory functions**
 - Coordination on legalized functions with Attorney General Departments regard to receiving complaints & cases
 - Ensuring responsiveness of public officers and fraud les performances,
- ❖ **Coordination and Functions of National level and District wise**
 - Meetings with H.E/ Ambassadors / Delegates of Foreign Ministry / Hon. Ministers of Ministries and Hon. Members of Parliament, Coordination on National level programs and functions. Coordination with Districts Secretaries and arranging combined cultural programs and festivals.

1.4 Organizational Chart - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department

Chief Secretary's Secretariat

- ❖ Administration Unit
- ❖ Accounts Unit
- ❖ Legal Unit
- ❖ IT Unit

❖ Translation Unit

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

Northern Provincial Council

1.7. Details of the Foreign Funded Projects (if any)

- ❖ Project on Development of Cooperative Development for building the Capacity of the Officers on Cooperative Business Management and collaborating for Enhancing Women's Socio-Economic Participation in the Fisheries Sector in the North was implemented under International Labour Organization (ILO) LEED+
- ❖ Project Capacity Building Management of Rural Water Supply Schemes (Cap WaSS) under the Pradeshiya Sabha Managing Model under JICA – RIDEP has been implemented.
- ❖ Project under Japan Supplementary Budget (JSB) in collaboration with UNDP

Chapter 02 - Progress and the Future Outlook

Briefly explain Performances, Special Achievement, Challenges and Future Goals

2.1 Performances

- ❖ Prepared Multi Sector Nutrition Plan with SDGs and Key indicators, groups targeted for infants, children, adolescent and women from vulnerable families, to be implemented at the five districts of NP.
- ❖ Prepared the Provincial Intergrade Rapid Development Plan (IRDP) inclusive districts of NP, as per guidelines of the Department of National Planning.
- ❖ Implemented the Home-Grown School Feeding Project plan in the five districts of NP in coordination with the District Secretariat as per the guidelines of Partnership Secretariat for WFP Cooperation (PSWFPC) of the Presidential Secretariat.
- ❖ Implemented the program on supply of nutritional food (Saththuma) to the preschool children with close monitoring of LAs.
- ❖ Implemented job based NVQ Certificate training courses under RP program for the school dropouts, school leavers, those who have not completed A/L and priority for unemployed youth from vulnerable families.
- ❖ Guided to prepare data base on vulnerable group families at Ward level in coordination with the Department of Local Government for the nutritional plan for students and young women of vulnerable families.
- ❖ Implemented an Adopted Mechanism for building maintenance, idled buildings, idled machineries, vehicle maintenance and mechanism for unserviceable vehicles.
- ❖ Guided to prepare the provincial level child protection plan and
- ❖ Implemented the development plan of Jaffna Fort, Pannai and Old Park areas in coordination with UDA, Forest Office, Archaeological Department and Environmental Authority of Jaffna district.
- ❖ Initiated marketing linkages for the local SMEs through front line marketing agencies & exporters by arranging week-end trade fair on concessionary rates.
- ❖ **Meetings:**
 - Secretaries' Committee meetings, Provincial Planning Coordinating Committee (PPCC) Meetings, Sectoral Progress Review Meeting with Secretaries, HODs
 - (Secretaries Committee Meetings-10 Nos. Progress Review Meeting with Secretaries and HODs' - 08 Nos. Provincial Planning Coordinating Committee Meeting (PPCC) (01). Provincial Project Coordinating Committee meetings (08 Nos)
 - Provincial Steering Committee meetings for Foreign Funded Projects (07 Nos)
 - Audit Management Committee meeting (04)
 - On the necessity, sector wise progress review meetings and special meetings were conducted. Formed provincial level sub-committees to monitor the issues and ongoing works. (Dengue eradication, Roof-top solar project, procurement committee etc.)

- Formed committee for monitoring of administrative functions and building maintenance of JCC and meetings with Consulate General of Indian High Commission-Jaffna office and collaborated authorities (03)
- Chaired and conducted the meetings workshops, on the directive of line ministries (16Nos) and implemented action at provincial level.
- ❖ Signed. MOU' on implementation of the sectorial development projects with local NGOs (05) and UN Agencies (02) by reviewing the progress with the related Ministries/Departments of Northern Province.

2.2 Special Achievements

- ❖ **Declared opening of completed projects and handing over to the beneficiary:**
- ❖ Kilinochchi and the school buildings of Vaddakachchi Tamil Vidyalayam and Barathipuram MV, newly constructed under PSDG – 2022
- ❖ The Kurai Tank, newly constructed under PSDG – 2021 /2022 (Rs.100Mn)
- ❖ Head Office of Northern Provincial Transport Authority, newly constructed at Karachi DS division
- ❖ Classroom building for the schools were opened at Mannar district: Mn/Lucia's Maha Vidyalayam, Mn / Sivarajah Hindu Vidyalayam, Mn/St.Annes Primary School, Mn/St. Sebastiana RCTMS, Mn/Santhipuram GRM S, Pavilion at Mn/Adampan MV, Classroom with secondary science lab at Mn/Pappamodai RCTMS, and Mn/Eachchalawakai GTMS.
- ❖ New Central Bust-stand Kilinochchi was formally opened and handed over for public usage.
- ❖ As the Representative of NP attended the National Policy Symposium of the ILO under the theme of Promoting Investments and Entrepreneurship in Sri Lanka, presenting the remarks on Importance of Generating Investments with Regional Focus and possibilities for scaling up conducted at the Taj Samudra in Colombo under the chairmanship of Country Director of ILO with the presence of chief authorities of ILO and higher officials of various enterprises
- ❖ Awarding Ceremony of Best Annual Report & Accounts under LGFM program, organized by APFA at the North Central Province Council Auditorium. Local Authorities of NP were awarded with gold medal – 03, Silver medal – 04, Brown medal – 01 and Recognition Certificates – 21. The Valvettrythurai Urban council got Overall Winners Certificate
- ❖ Provincial Entrepreneurial School Garden Exhibition on the theme of Ensuring Food Security and Entrepreneurship through School Home Garden was conducted at Mallavi Central College in coordination with FAO and Min. of Agriculture, graced by the Hon.Minister of Education.
- ❖ Certificate awarding ceremony for the trainees of NVQ Certificate course (545) under the RPL program funded by ILO was conducted under the chairmanship of Hon. Minister of Education at the Golden Jubilee Hall, Chavakachcheri Urban Council.
- ❖ **Coordination of National level program / Special Events:**
 - ❖ The National Thaipongal celebration with the presence of H/E President was conducted in Jaffna. Religious poojas with milk boiling event at the Jaffna Sivan Temple and cultural programs at the Nallur Thurkamani Mandapam were taken place.
 - ❖ World Clean-up Day for the year of 2023 with theme on “Zero Plastic Zone” conducted and the Departments were involved in cleaning and sharmadhana activities at Nallur Temple and, surrounded area.
 - ❖ World Water Day with theme on “Accelerating Change”, organized by the NWS&DB at the auditorium of NWS&DB, Kilinochchi.
 - ❖ World Soil Day was commemorated with the cleaning events, awareness and campaigns sharing the locations of A9 Road areas, programmed by the ACLGs from Jaffna to Vavuniya
 - ❖ Provincial level Tree Planting Month was commemorated with planting 50 plants at each office

- ❖ Provincial Tourism Day, commemorated under the theme of Tourism and Green Investment by the NP Tourism Bureau at JCC.
- ❖ Chief Secretary's Secretariat and the Northern Provincial Council were awarded with Silver Medal and Completion Certificates. Altogether, 12 Nos. Provincial Departments and 28 Nos. LAs were awarded with Completion Certificates.
- ❖ **Meetings with Hon. Minister / Ambassadors / Country Representatives:**
 - Hon. Minister of Sports with the Authorities of the ministry visited to North and a meeting on Integrated Approach to Sports and Youth Development was conducted under co-chairmanship of Hon. Minister and Hon. Governor, NP at the conference hall of Governor's Office, Jaffna.
 - Hon. Minister of Ports & Aviation and meeting on developing air passenger service Palaly Airport at Army HQ at Palaly
 - Hon. Minister of Education for the 200-anniversary program of Kopay Teachers' Training College and programs with provincial education sector.
 - Country Coordinator of KNH - Germany in regard to objectives of Inclusive Education project for the children with special needs.
 - Ms. Malin Herwig – Deputy Resident Representative, Ms. Chandrika Karunaratna, Head Integrated Government Portfolio, Mr. Mugammed Mazain, Portfolio Manager, UNDP. Area Based Programming team focus on Economic crisis, Youth development, Local Authority election and other development challenges in Northern Province.
 - Resident Representative of UNDP – Azusa Kubota to launch 2022/21 Asian Pacific Human Development had meeting on PAAAO addition report.
 - Mr. Vimalendra Sharan, FAO Representative for SL and Maldives
 - Mr. Marc Andre Franche of Canada, as the UN Resident Coordinator in SL paid courtesy visit
 - Chief Executive Officer and Country Director of FAIRMED of Head Office Mr. Lawrence and Country Coordinator Dr. Nayani had meeting on FAIRMED project
 - The World Bank Team, headed with Ms. Anna Bjerde, Managing Director for Operation (MDO) and the officials visited to North.
 - Indian Finance Minister – Hon. Nirmala Seetharaman, Finance Minister of India to the JCC, attended the fellowship meeting
 - Christine Skoog, the UNICEF Sri Lanka Country Representative, and Begona Arellano, the Deputy Country Representative paid courtesy visit and had meeting on development activities implemented by UNICEF in NP.
- ❖ **Special Awards**
 - Presented with Recognition Certificate on National Productivity Award 2019/2020.
 - awarding ceremony of COPA, conducted in the Committee Room of Parliament, presided by H/E the President as Chief Guest and presence of Hon. Prime Minister, Hon. Speaker of Parliament, Hon. Leader of the Opposition, as Guests of Honors and other higher authorities and officials of ministries.
 - The NPC was awarded with 06 Golden Trophies and 04 Silver Trophies for the year 2019 and 08 Golden and 04 Silver Trophies for the year 2020. Altogether, 13 Nos. Provincial Institutions were awarded for high level performance for the financial year 2091/2020.
 - Award for Best Performance Achieved for 2019 and Award on Successful Performance achieved for 2020 were obtained by the Chief Secretary's Secretariat.
 - Awarding program for the Best Annual Report and Accounts Performance under DLGFM Program, implemented by APFA -SL was conducted at the BMICH. Chief Secretary's Secretariat and the Northern Provincial Council were awarded with Silver Medal and Completion Certificates. Altogether, 12 Nos. Provincial Departments and 28 Nos. LAs were awarded with Completion Certificates.

2.3 Challenges

- ❖ **Settlement of Adjudication and Arbitration awards after closure of project**
Issues on termination of contracts / partly completed and withdrawal, complaint on settlement of payment to higher authority without collaborative agreement, directives from related ministry to complete the project within time frame, not considered the price variations.
- ❖ Shortages of officers due to implementing of PA circular No: 14/2022 – Five Years No Pay Leave.
- ❖ Suspended project activities due to release of limited imprest, price escalation & variations, inadequate of raw materials shortage of vehicles for monitoring works

Greatest challenge of Economic crisis and price escalation and shortages of raw materials met in 2023 and limited allocation and imprest from Ministry of Finance, severely affected the approved development works and made delays in executing as timeframe. However, Termination of contacted works due to price variation was succeeded with amicable settlement with contractors and also, shortage and high price of fuel, agricultural activities were narrowed. However, with the coordination of related institutions, action to supply fuel under special mechanism to ease the crisis. Due to fuel crisis, situation arose to execute the emergency work with limited officers as well work from home with fully completed the routine official duties as well special tasks. With well-defined mechanism and control management in finance and staffing, we enabled to execute the planned works for 2023

2.4 Future Goals

- ❖ Promoting National food Security projects with modernized agricultural inputs and making sufficiency of provincial agricultural needs: Establishing model farm village with vital access facilitation for farmers' community
- ❖ Forming Platform (national wise dashboard) with streamlining Production – Consumer Market Chains through mobile apps and social media with regulatory framework.
- ❖ Stopping fragmentation of agriculture and developing uncultivable land with perennial crop cultivation
- ❖ Facilitation for organic cultivation and producing youth farmers through Good Agriculture Practices (GAP) certified courses
- ❖ Development on provincial roads, bridges and un-interrupted ferry service to Islands
- ❖ Promoting Tourism by modernizing tourist spots in NP for facilitating local / foreign tourists and promoting income of LA with tourism sector
- ❖ Increasing revenue by setting up Export / Marketing Centre for oriented agriculture products, local industrial products through appropriate sectors (Tourism, Industries)
- ❖ Infrastructure development of health intuitions with solar rooftop project on energy safety and revenue generating
- ❖ Enhancing nutritional level among children of vulnerable families by supply of nutritional food packages (reduce of malnutrition)
- ❖ Developing home level herbal medicinal garden and increasing livelihood of vulnerable groups
- ❖ Facilitate school-dropouts / school leavers/ youths with educational / recreational promotions and upgrading job- based trainings, career guidance with providing NVQ certificate courses
- ❖ Implementing physical / psychological energetic programs for brainstorming the Children with Special Needs, Disabled group and students of lower income
- ❖ Coaching facilities for school level athletes and sports clubs and upgrading with needed sports equipment and playground modernization
- ❖ Vocational Programme for young women in vulnerable family for generating income
- ❖ Environmental promotional projects through implementing projects of coastal blue carbon ecosystem
- ❖ Ensure the formulation, implementation & monitoring annual development plan of each & every department.

- ❖ Promoting the digitalized local authorities' practices and upgrading online public services mechanism and practicing advanced technological solution at LAs.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance for the period ended 31st December 2023 ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	0	0	ACA-1
	Taxes on Domestic Goods & Services	2	0	0	
	Taxes on International Trade	3	0	0	
	Non Tax Revenue & Others	4	0	0	
	Total Revenue Receipts (A)		0	0	
	Non Revenue Receipts		0	0	
	Treasury Imprests		126,769,003	118,593,641	ACA-3
	Deposits		2,546,840	3,383,960	ACA-4
	Advance Accounts		7,658,206	7,386,592	ACA-5
	Other Main Ledger Receipts				
	Total Non-Revenue Receipts (B)		136,974,049	129,364,193	
	Total Revenue Receipts & Non-Revenue Receipts C = (A)+(B)		136,974,049	129,364,193	
	Remittance to the Treasury (D)		358,724	376,706	
	Net Revenue Receipts & Non-Revenue Receipts E = (C)-(D)		136,615,326	128,987,487	
	Less: Expenditure				
	Recurrent Expenditure				
97,905,000	Wages, Salaries & Other Employment Benefits	5	94,313,142	92,100,382	ACA-2(ii)
37,958,060	Other Goods & Services	6	33,544,647	26,826,424	
916,500	Subsidies, Grants and Transfers	7	746,906	883,784	
	Interest Payments	8			
785,000	Other Recurrent Expenditure	9	613,413	739,957	
137,564,560	Total Recurrent Expenditure (F)		129,218,108	120,550,547	
	Capital Expenditure				
7,250,000	Rehabilitation Improvement of Capital Assets	10	6,677,819	3,967,555	ACA-2(ii)
16,061,000	Acquisition of Capital Assets	11	16,005,938	22,929,224	
	Capital Transfers	12			
	Acquisition of Financial Assets	13	0	0	
	Capacity Building	14	0	0	
	Other Capital Expenditure	15	0	0	
23,311,000	Total Capital Expenditure (G)		22,683,757	26,896,779	
	Deposit Payments		2,356,205	3,392,960	ACA-4
	Advance Payments		7,079,679	7,820,340	ACA-5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		9,435,884	11,213,300	
	Total Expenditure I = (F+G+H)		161,337,748	158,660,626	
	Balance as at 31st December J = (E-I)		(24,722,423)	(29,673,139)	
	Balance as per the Imprest Adjustment Statement		(24,722,423)	(29,673,139)	ACA-7
160,875,560	Imprest Balance as at 31st December		(24,722,423)	(29,673,139)	ACA-3

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	1,062,144,128	937,617,821
Financial Assets			
Advance Accounts	ACA-5/5(a)	14,628,676	15,207,203
Cash & Cash Equivalents	ACA-3		
Total Assets		1,076,772,804	952,825,024
Net Assets/Equity			
Net Worth to Treasury		14,438,041	15,207,203
Property, Plant & Equipment Reserve		1,062,144,128	937,617,821
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	190,635	
Unsettled Imprest Balance	ACA-3		
Total Liabilities		1,076,772,804	952,825,024

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended 31st December, 2022

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	0	0
Fees, Fines, Penalties and Licenses	0	0
Profit	0	0
Non-Revenue Receipts	41,003	
Revenue Collected on behalf of Other Revenue Heads	2,329,553	1,290,250
Imprest Received	126,769,003	118,593,641
Recoveries from Advance	1,851,646	1,053,050
Deposit Received	2,545,754	3,140,710
Total Cash generated from Operations (A)	133,536,960	124,077,651
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	116,494,089	109,381,681
Subsidies & Transfer Payments	746,906	883,784
Expenditure incurred on behalf of Other Heads		374,370
Imprest Settlement to Treasury	358,724	376,706
Advance Payments	5,978,282	5,498,306
Deposit Payments	2,396,269	3,320,460
Total Cash disbursed for Operations (B)	125,974,269	119,835,307
Net Cash Flow from Operating Activities (C)= (A) - (B)	7,562,691	4,242,344
Cash Flows from Investing Activities		
Interest	0	5,076
Dividends	0	0

Divestiture Proceeds & Sale of Physical Assets	3,450	66,220
Recoveries from On Lending	0	
Total Cash generated from Investing Activities (D)	3,450	71,296
Less - Cash disbursed for:		
Purchase/Construction of Physical Assets & Acquisition of Other Investment	7,566,141	4,313,640
Total Cash disbursed for Investing Activities (E)	7,566,141	4,313,640
Net Cash Flow from Investing Activities (F)=(D)-(E)	(7,562,691)	(4,242,344)
Net Cash Flow from Operating & Investment Activities (G)=(C)+(F)	-	-
Cash Flows from Financing Activities		
Local Borrowings	0	0
Foreign Borrowings	0	0
Grants Received	0	0
Total Cash generated from Financing Activities (H)	0	0
Less - Cash disbursed for:		
Repayment of Local Borrowings	0	0
Repayment of Foreign Borrowings	0	0
Total Cash disbursed for Financing Activities (I)	0	0
Net Cash Flow from Financing Activities (J)=(H)-(I)	0	0
Net Movement in Cash (K) = (G) + (J)	0	0
Opening Cash Balance as at 01st January	0	0
Closing Cash Balance as at 31st December	0	0

3.4 Notes to the Financial Statements

3.4.1 Reporting Period

- ❖ The reporting period for these Financial Statements is from 01st January to 31st December 2023.

3.4.2 Basis of Measurement

- ❖ The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.
- ❖ The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3.4.3 Recognition of Revenue

- ❖ Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of taxable period.

3.4.4 Recognition and Measurement of Property, Plant and Equipment (PP&E)

- ❖ An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.
- ❖ PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

3.4.5 Property, Plant and Equipment Reserve

- ❖ This revaluation reserve account is the corresponding account of PP&E.

3.4.6 Cash and Cash Equivalents

- ❖ Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2023.

3.5 Performance of the Revenue Collection Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	45,816,500	51,799,960	49,372,425	95.31%
Capital	12,000,000	15,886,000	15,287,616	96.23%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as %
6111	Building & Structures	769,206,413.59			
6112	Machinery and Equipment	55,116,285.33			
6141	Land	55,600,000.00			
	Intangible Assets				
	Biological Assets				
	Work in progress				
6112	Lease Assets				

Note: The above-mentioned Non-Financial Assets value represents only the Assets of the Chief Secretary's Secretariat. The Statement of financial position (ACA-P) represents the value which included the Chief Secretary's Secretariat, Deputy Chief Secretary (Administration) and Internal Audit department.

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
1	No. of Secretary's Committee meetings	✓		
2	No. of Provincial Planning Committee	✓		
3	No. of approved Annual Development plan	✓		
4	No. of Audit Management Committee	✓		
5	Percentage of RTI request responded	✓		
6	Percentage of responded court cases	✓		
7	Percentage of staff attended training		✓	

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	8.Decent Work and Economic Growth	8.8	Percentage of complaints responded			✓
2	16.Peace Justice and Strong Institutions	16.5 16.6 16.7	1.Total number of management committee meeting conducted as a proportion of the number of audit management committee meeting to be conducted 2.Percentage of RTI request responded 3. Percentage of Secretary's Committee meetings held in due course 4. Percentage of Provincial Planning Committee meetings held in due course			✓
3	17.Partnership for Sustainable Development	17.6	No of Review meetings conducted			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Challenges

- ❖ As per the Act of RTI, required data/information should be provided to the information seeker through RTI. However, some of the information/data (disciplinary matters) is to be kept confidential, it could not be provided to the information seeker and therefore, it is concurred with the RTI Commission and refer with the related department to intimate with the information seeker.

With the fullest cooperation and supports, rendered by the stakeholders, we are able to approach the RTI affairs smoothly and amicably.

Achievements

- ❖ The peak period of economic crises in 2022/2023 with shortage of raw material, price escalation and variation on procurement, termination of project activities with adjudication and compensation from contractor, were overcome with appropriate mechanism and abide with administrative and financial process.
- ❖ On promoting of greenery, carbon emission free environment programme, tree planting, plastic free coastal area clean-up programme and soil fertility programme were done in collaboration with central departments and public well-wishers on voluntary basis.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	08	04	04
2	Tertiary	17	02	15
3	Secondary	31	30	01
4	Primary	13	06	07

6.2 Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Administration Unit

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	03	04	(01)
2	Tertiary	01	01	-
3	Secondary	20	21	(01)
4	Primary	09	05	04

ICT Unit

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Tertiary	02	00	02
2	Secondary	05	05	-
3	Primary	01	00	01

Legal Unit

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	05	00	05
2	Secondary	06	04	02
3	Primary	02	01	01

Legal Officers: We face immense constraints in carrying out the works related to the legal fields such as drafting statutes; representing the Chief Secretary in Court cases and co-ordinating with Hon. Attorney General in the absence of Legal Officers.

Our efforts to recruit the Legal Officers on permanent basis become futile in this year also and the experienced Legal Professionals were reluctant to respond our request.

However, we were able to appoint an Attorney-At-Law with lesser experience on contract basis in order to carry out the activities and she performs her duties to the satisfaction of superior.

Translators Unit

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Tertiary	14	01	13
2	Primary	01	00	01

Translators: Most of the subordinate officers had their studies in their mother tongue and though they learnt other languages also. The knowledge gained by such studies, is inadequate for performing their works in other languages at a high standard whenever it is required. In the absence of Translators, we face immense hardship to carry-out such works in other languages in an expected standard.

During this year we were able to fill all the vacancies for English – Tamil Translators. But we still find the difficult in the recruitment of the cadre vacancies for 08 number Tamil - Sinhala Translators, 03 number English - Sinhala Translators and 02 number English - Tamil Translator, as these recruitments were not responded by suitable candidates.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
1	Productivity gain sharing in Agribusiness Entrepreneur	01				Abroad	staff knowledge & skills have been developed
2	General Trainings	18				Local	staff knowledge & skills have been developed

* Briefly state how the training program contributed to the performance of the institution

- Staff knowledge and skills have been developed.
- Effective and productive service delivery and consumption of time is reduced.

Chapter 07 - Compliance Report

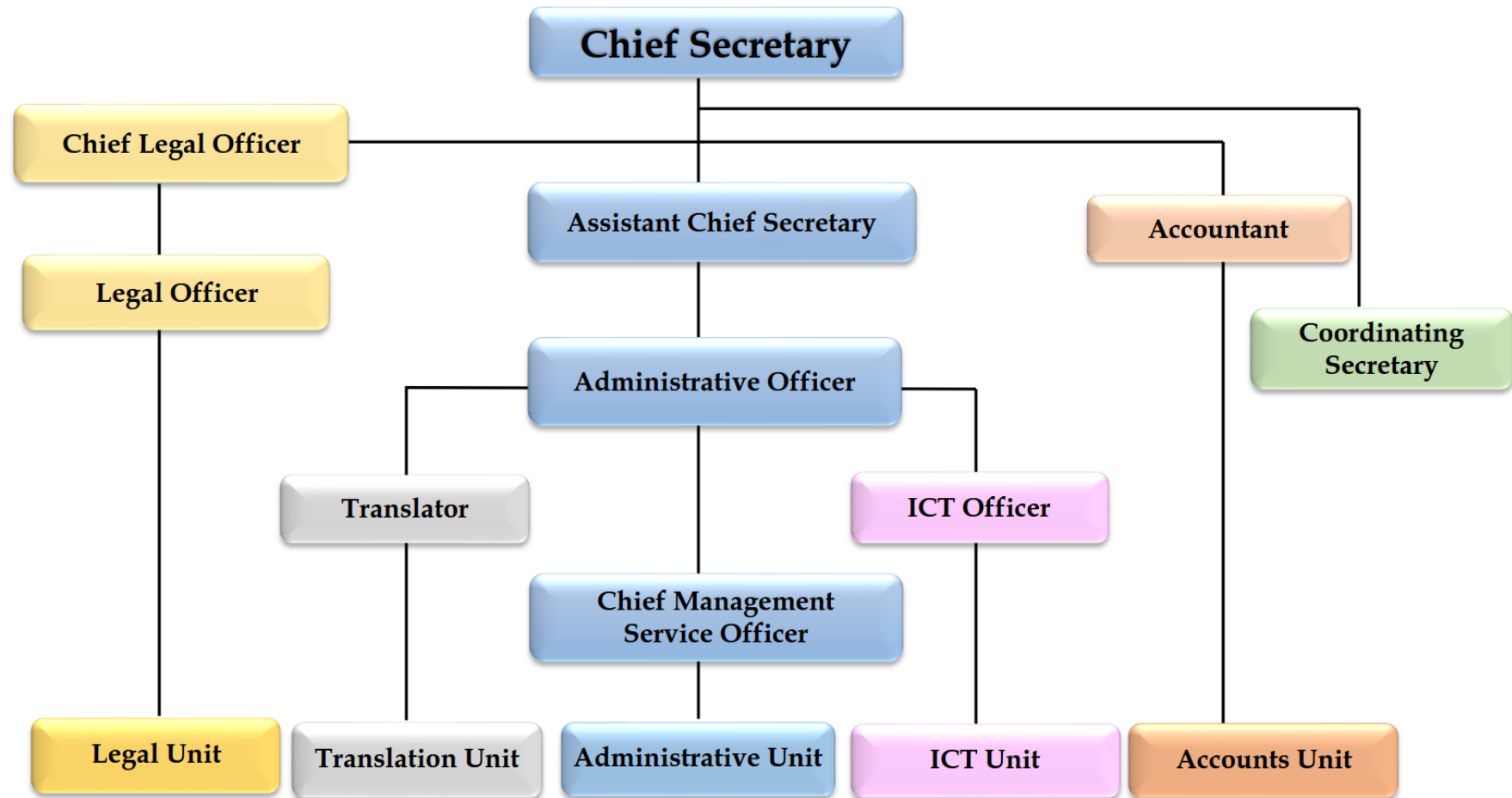
No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid Non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		

2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			

9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprest issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprest had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N/A		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	N/A		
15.3	Returns of arrears of revenue forwarded to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular No.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public	Complied		

	against the public authority by this website or alternative measures			
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.1 Annexure I – Organization Chart



CHIEF SECRETARY'S SECRETARIAT

3.2 Office of the Deputy Chief Secretary - Administration

Expenditure Head No: 420

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

After the demerge of the North-East Provincial Council, on 22.12.2006 the Ministry of Provincial Public Administration of the NPC was established. After a series of debates on subjects allocated to various Provincial Ministries, the Honourable Governor has made a proclamation on the re-allocation of subjects (Ref the Honourable Governor's Memo No 09/2007). Consequently, the Public Administration Secretariat has been established under the Chief Secretary's Cluster with effect from 01.01.2008. In 2014, this secretariat was renamed according to the Department of Management Services' approved cadre as the Office of the Deputy Chief Secretary – Administration and brought under the Chief Secretary's Secretariat

1.2. Vision, Mission, and Objectives of the Institution

(a) Vision

Excellence Service delivery by the provincial administration

(b) Mission

Manage the human resources belonging to Combined Services of Northern Provincial Council efficiently.

(c) Objectives

- ❖ In terms of the delegation of powers of the Hon. Governor, already provided the establishment matters of the provincial combined services.
- ❖ Assist in accomplishing Establishment matters of All Island Services.
- ❖ Processing compensation applications of the NPC staff.
- ❖ Maintaining the Human Resource Management System (HRMIS) of the NPC for Combined Service effectively.
- ❖ Maintaining official Circuit Bungalows.

1.3 Key Functions

- ❖ Handling of all administrative and establishment matters of Provincial Combined Services
- ❖ Ensuring the rational distribution of human resources (in all provincial institutions) by proper manpower supply and workstation assignment of all provincial combined service staff
- ❖ Maintaining the Human Resource Management Information System of the provincial combined service staff and ensuring timely updating of the system
- ❖ Execution of powers delegated on disciplinary affairs of all provincial combined service and coordinating disciplinary affairs of officers of All Island Service with relevant institutions
- ❖ Attending to requests made on disaster/death compensation by provincial public service staff and making recommendations for the payments to the Rehabilitation Authority
- ❖ Effective management of public petitions and complaints
- ❖ Attending matters of official Circuit Bungalow administrated by Office of the DCS – Administration, NP

1.4 Organizational Chart - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department

- Establishment & Administration
- Personnel Planning

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

- Northern Provincial Council

1.7 Details of the Foreign-Funded Projects (if any) - Not Applicable

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievements, Challenges, and Future Goals

(To be signed by CAO/AO/Head of Institution)

1. Highlights of Achievements

1.1 Appointments

S. No.	Post	No.
1	OES	16

1.2 Confirmation actions completed

S. No.	Post	No.
1	Development Officer	52
2	Management Service Officer	114
3	Technical Officer - Civil	27
4	Technical Officer – Electrical	2
5	Draughtsman	4
6	Driver	8
7	OES	24
Total		231

1.3 Promotion action taken

S. No.	Post	No.
1	Development Officer	88
2	Management Service Officer	260
3	Technical Officer - Civil	24
4	Draughtsman	3
5	Driver	13
6	OES	14
Total		402

1.4 Retirement from Public Service

S. No.	Service / Post	No.
1	Management Service Officer - Supra	2
2	Development Officer	3
3	Management Service Officer	38
4	Technical Officer - Civil	4
5	Driver	9
6	OES	10
Total		66

1.5 Application for Leave out of the Island

S. No.	Service / Post	No.
1	Management Service Officer - Supra	6
2	Development Officer	174
3	Management Service Officer	60
4	Technical Officer - Civil	20
5	Technical Officer - Electrical	2
6	Draughtsman	2
7	OES	4
Total		268

1.6 Compensation application processed

No. of applications		
22/93	49/89	21/88
06	02	

1.7 Application for 5-Year Local/Foreign Leave under circular No.14/2022

S. No.	Service / Post	Number of applications approved		
		Local	Foreign	Total
1	Management Service Officer - Supra	1	1	2
2	Development Officer	75	66	139
3	Management Service Officer	38	33	71
4	Technical Officer - Civil	2		2
5	Draughtsman	2	5	7
6	Driver	11	14	25
7	OES	7	4	11
Total		136	123	259

1.8 Transfer within NPC

S. No.	Service / Post	No.
1	Management Service Officer - Supra	14
2	Development Officer	213
3	Management Service Officer	21
4	Technical Officer - Civil	20
5	Driver	11
6	KKS	11
Total		290

1.9 Staff transferred from Northern Province

S. No.	Service / Post	No.
1	Development Officer	9
2	Management Service Officer	1
3	OES	3
Total		13

1.10 Staff transferred to Northern Province

S. No.	Service / Post	No.
1	Development Officer	7
2	Management Service Officer	12
3	OES	2
Total		21

1.11 Release to other service

S. No.	Service / Post	No.
1	Management Service Officer-Supra	1
2	Management Service Officer	1

1.12 Resignation applications processed

S. No.	Service / Post	No.
1	Development Officer	15
2	Management Service Officer	2
3	Technical Officer - Civil	3

1.13 Vacation of post applications processed

S. No.	Service / Post	No.
1	Development Officer	35
2	Management Service Officer	10
3	Technical Officer (Civil)	3
4	Driver	10
5	OES	5
Total		63

1.14 Revenue & Expenditure of circuit bungalows (excluding capital expenditure)

Circuit	Revenue	Expenditure	Profit/Lost
Ratmalana	1,439,250.00	3,679,872.19	(2,240,622.19)
Kilinochchi	251,300.00	343,652.18	(92,352.18)
Athurugiriya	65,500.00	150,327.88	(84,827.88)
Total	1,756,050.00	4,173,852.25	(2,417,802.25)

- ❖ The above expenditure is not included staff salary & allowances

2. Challenges

- ❖ As per National Budget Circular No. 03/2022, all recruitments were stopped, which led to delays in filling vacancies.
- ❖ The Web-Based Human Resource Management Information System (HRMIS) has not been updated properly by the Liaison Officers because Liaison Officers are changing often continuously.
- ❖ If the Designated Staff Officer takes the responsibility to ensure that the data in the letters related to personal files of staff are updated on the same day in HRMIS and the caption "Data Entered" is written in the upper right corner of the letter, data will be updated
- ❖ Delay in implementation of transfer orders affects the proper management of cadre management of provincial combined service.
- ❖ Respective Heads of the Institutions must implement the transfer order and support the Administration

3. Future Goals

- ❖ Developing a digitalization of the annual transfer system will cause more convenience in receiving and processing transfer applications, and efficiently filling vacancies.
- ❖ To implement details of employees who have taken 5 Years No-Pay leave in the HRMIS System.

Chapter 03 - Overall Financial Performance for the Year Ended 31st December 2023

3.1 Statement of Financial Performance

3.2 Statement of Financial Position

3.4 Statement of Cash Flows

3.5 Notes to the Financial Statements

3.6 Performance of the Revenue Collection

3.7 Performance of the Utilization of Allocation

Not Applicable

Office of the deputy Chief Secretary -
Administration is coming under the program
(09) of Chief Secretary's head (420)

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	35,399,000.00	39,183,600.00	36,490,545.00	93.12%
Capital	5,000,000.00	5,750,000.00	5,729,912.00	99.65%

3.8 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.9 Performance of the Reporting of Non-Financial Assets - Office of the Deputy Chief Secretary Administration only

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6111	Building & Structure	70,087,000.00	70,087,000.00		100%
6112	Machinery & Equipment	12,603,438.98	12,603,438.98		100%
6141	Land	68,956,000.00	68,956,000.00		100%

*3.10 Auditor General's Report**

The final Audit report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
1	Number of vacancies filled			✓
2	Number of confirmations	✓		
3	Number of promotions	✓		
4	Number of retirements	✓		
5	Number of releases	✓		
6	Number of disciplinary actions		✓	
7	Number of transfers made	✓		
8	Monthly Revenue			✓
9	Monthly expenditure	✓		

Note: The government has stopped all recruitment during the year 2023

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified Respective Sustainable Development Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	The macroeconomic target for 2023 – 25 of the government rates of unemployment at less than 4 percentages	Filling the vacancies of provincial combined services without delay, to provide public sector employment opportunities to the public	Number of vacancies filled	✓		

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**	Remarks
1	Senior	3	3	0	
2	Territory	1	1	0	
3	Secondary	22	24	-2	This excess includes the overall approved cadre in the Chief Secretary's Secretariat
4	Primary	18	11	7	

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Circuit bungalow Assistant and circuit bungalow Keeper vacancies cause difficulties in the proper maintenance of the circuit bungalows.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	International Training Programme on Public Policy & Governance	1	20 Days			Abroad	Improved work

02	Training on Database Management Systems	1	05 Days			Local	Efficiency in the related subject
03	Training on Positive Thinking & Personality Development	1	01 Day			Local	
04	Training on Establishment Code I & Procedural Rules	1	03 Days			Local	
05	Training on RTI Act	1	02 Days			Local	
06	Training on anti-corruption	1	02 Days			Local	
07	Training on Sinhala	1	200 Hrs			Local	

* Briefly state how the training program contributed to the performance of the institution

- ❖ The working efficiency of officers who get training was improved
- ❖ time taken to handle the subject was reduced
- ❖ Errors in the administration & Establishment works have been minimized

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on the due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers' account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2.0	Maintenance of books and registers (FR445)/			
2.1	The fixed assets register has been maintained and updated in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Not Applicable		
2.6	Register for cheques and money orders has been maintained and update	Not Applicable		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		

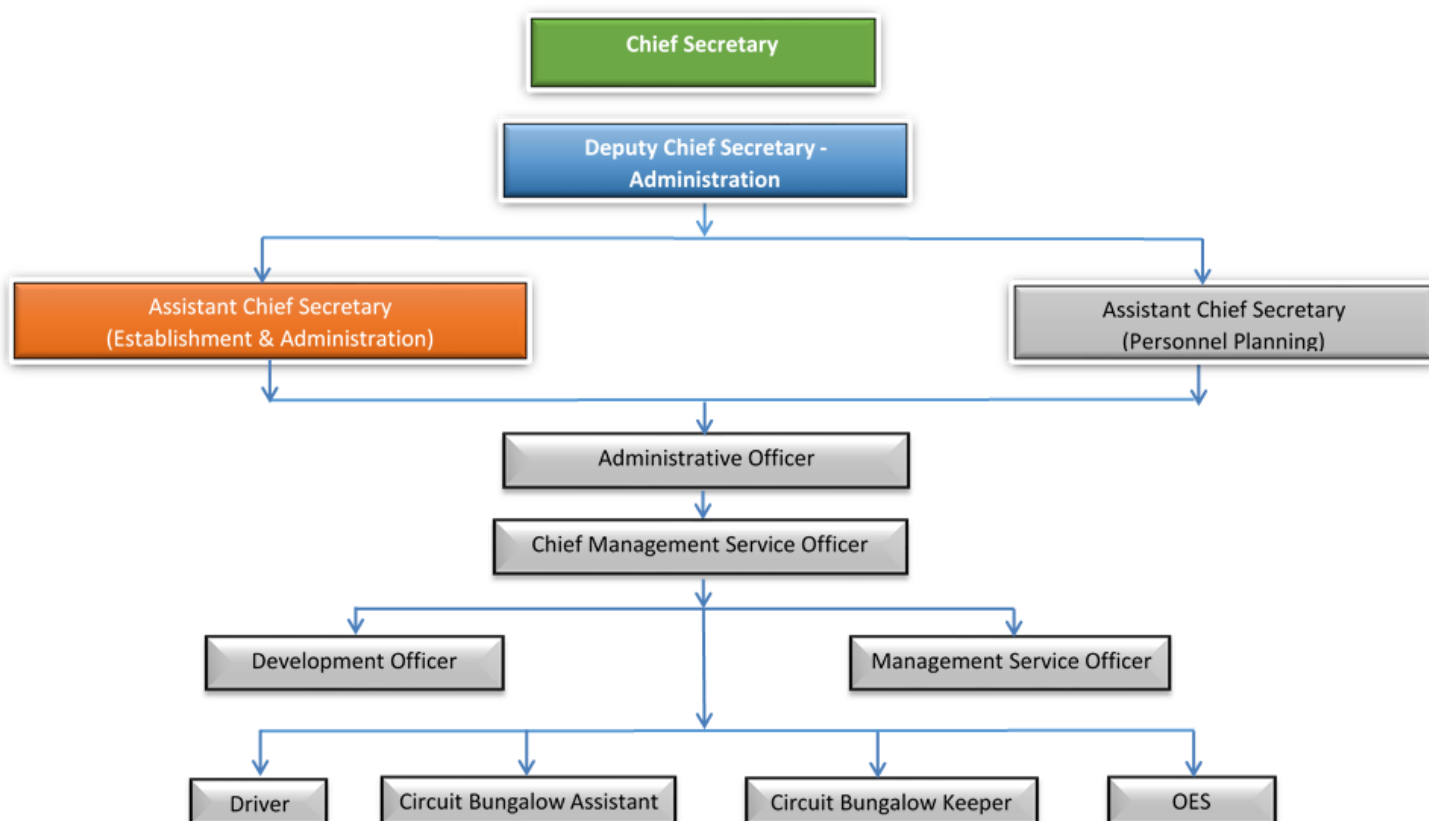
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied to within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan was prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied to within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of the internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee have been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		

9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, certified, and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements for which adjustments had to be made and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits has been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without being credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public has been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to the public against the public authority by this website or alternative measures	Complied		
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Not Complied	Only Annual report	



			was sent	
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular numbers 05/2008 and 05/2018(1) of the Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.2 Annexure I – Organization Chart



3.3 Office of the Deputy Chief Secretary – Finance, Northern Province

Expenditure Head No: 421

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Treasury - Northern Province is functioning directly under the Chief Secretary. While the Chief Secretary is being the Chief Accounting Officer, the Deputy Chief Secretary – Finance is functioning as the Head of the Department. The performance report is published yearly based on PFR 257.3 with the aim of ensuring the effective and efficient utilization of resources. This publication may also assist in the decision-making process, by providing appropriate information.

The assigned Head No 421 to the Provincial Treasury is being utilized for the financial management of the Provincial Treasury, Ministries and Departments coming under the purview of Northern Province.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

“To be the Centre of excellence in Provincial Finance and Fiscal Management in the Northern Province”

b) Mission

“Optimum Allocation of Financial Resources and Enhance the provincial Revenue while adhering to the applicable Legislation, Good Governance Principles to satisfy the Expectations of the Stakeholders”

c) Objectives

- ❖ To Increase the Provincial Revenue by 5% every year
- ❖ To identify the new revenue sources
- ❖ To ensure the collection of 95% of the estimated revenue
- ❖ To identify the new revenue sources
- ❖ To introduce the MIS for revenue collection
- ❖ To prepare and circulate periodical financial analysis reports
- ❖ To improve monitoring and evaluation of financial and physical performance
- ❖ To upgrade the knowledge in Procurement and Contract Management
- ❖ To facilitate the training program on Financial and Fiscal Management
- ❖ To promote Local Government Financial and Fiscal Management

1.3. Key Functions

- ❖ Budgetary Control
- ❖ Cash Management
- ❖ Keeping Accounts
- ❖ Control over the Finance
- ❖ Collection of the Devolved Revenue
- ❖ Account Services
- ❖ General Administration
- ❖ Assets Management
- ❖ Expenditure Monitoring

1.4. Organizational Chart - Annexed

1.5. Main Division of the Department

- ❖ Administration Branch
- ❖ Revenue Branch
- ❖ Accounts, Payments, and Budget Branch

1.6 Institutions/Funds coming under the Ministry/Department/Provincial Council

Finance Commission / Provincial Treasury – Northern Province.

1.7 Details of the Foreign Funded Projects (if any) - Not Applicable

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements

Revenue

- ❖ Compared to the Year 2022, Provincial revenue has increased by 33% in 2023
- ❖ Rs. 1,589 Mn is the highest Provincial revenue achieved in its history
- ❖ This achievement was possible mainly due to the implementation of the SWEEP system and interest on investment (Fixed deposit)
- ❖ Provincial Treasury recorded as auspicious growth in revenue collection by interest revenue of Rs. 492 Mn in 2023 (31% of Provincial revenue).
- ❖ Motor Vehicle license revenue of Rs. 589 Mn also plays a major role (37 % of Provincial Revenue)
- ❖ The total revenue contribution by the Provincial Revenue Department was Rs 2,305 Mn including Stamp Duty and Court fine Rs. 2,250 Mn to LAAs and Provincial Revenue Rs. 56 Mn.
- ❖ Stamp Duty and Court fine Rs. 2,582 Mn not transferred to the Local Authorities according to the Statutes 02/2014 and 1/2017 and this liability is deposited in fixed deposit.
- ❖ Awarded Compliance Certificate by the Association of Public Finance Accountants of Sri Lanka (APFASL), the public sector wing of CA Sri Lanka for the financial Best Annual Reports and Accounts 2022 in the year 2023
- ❖ Obtained unqualified Audit opinion for the year 2022.

Expenditure

- ❖ Despite all the challenges faced and control of the expenditure the progress of the expenditure was Capital expenses 92% and recurrent 94%
- ❖ PSDG and CBG recorded progress 66% and 44% respectively
- ❖ Liability-based imprest releases methodology adopted.

2.2 Challenges

- ❖ Emergency Needs
- ❖ Unable to meet emergency needs under recurrent expenditure
- ❖ Ex: Additional allocation needed to manage price escalation situation Special Allocation for a specific purpose.
- ❖ **Shortfall of Imprest**
 - Unable to meet the recurrent expenditure needs of the province due to revenue Shortfall and imprest shortfall from the central government.
 - Every Year Recommended Expected Central Government Revenue has not been received.
 - Due to the shortage of the Imprest in capital works, an amount of 330.23n has been utilized from the provincial revenue for the payment of PSDG works
- ❖ **Bills in Hand**
 - Unable to complete the Capital Development works within the financial year.
 - Bills in hand arise due to expected imprest not being received within the financial year.
 - Unable to meet the contractor's obligations.
 - Contract administration becomes complicated due to Arbitration and adjudication.
- ❖ **Due to the lack of imprest and price escalation the construction industry faced tremendous hardship.**
- ❖ **Revenue**
 - Central Government Revenue Shortfall as at 31.12.2023 Rs. 85.29 Mn
 - Estimated central Government revenue not received from Central Government within the financial year shortfall in Revenue Collection
 - Increase the Provincial Revenue source

- To get a statute passed to increase the Provincial Revenue and utilize the same for the Provincial Council's needs. The following has to be passed for.
- Business name registration statute.
- Pawn Brokers statutes.

2.3 Future Goals

- ❖ Identify and enhance the new revenue generation.
- ❖ Optimize the revenue collection.
- ❖ Implement the Provincial Management Information System (Pro MIS)
- ❖ Strengthen the Provincial Procurement and Contract management.
- ❖ Enhance the Capacity of the Provincial staff in Financial and Fiscal Management.
- ❖ Strengthen the Provincial Fiscal Analysis Cell
- ❖ Develop the performance-based monitoring system
- ❖ Produce standard Financial Reports
- ❖ Ensure the Value for Money
- ❖ Retain the unqualified opinion Continuously for upcoming Years

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance: - ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
-	Revenue Receipts		-	-	
-	Income Tax	1	-	-	ACA-1
-	Taxes on Domestic Goods & Services	2	-	-	
-	Taxes on International Trade	3	-	-	
-	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	
-	Non-Revenue Receipts		-	-	
-	Treasury Imprests		35,332,714	34,832,726	ACA-3
-	Deposits		407,484	652,549	ACA-4
-	Advance Accounts		2,193,168	2,624,985	ACA-/5(a)
-	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		37,933,366	38,110,259	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		37,933,366	38,110,259	
-	Remittance to the Treasury (D)		284,640	618,473	
-	Net Revenue Receipts & Non-Revenue Receipts (E) = (C)-(D)		37,648,726	37,491,786	
	Less: Expenditure				
	Recurrent Expenditure				
28,900,000	Wages, Salaries & Other Employment Benefits	5	27,875,825	28,277,084	ACA-2(ii)
8,310,000	Other Goods & Service	6	7,532,715	7,251,350	
377,000	Subsidies, Grants and Transfers	7	340,595	342,427	
-	Interest Payments	8	-	-	
477,000	Other Recurrent Expenditure	9	439,200	213,214	
38,064,000	Total Recurrent Expenditure (F)		36,188,335	36,084,076	
	Capital Expenditure				

-	Rehabilitation & Improvement of Capital Assets	10	-	-	
2,100,000	Acquisition of Capital Assets	11	1,891,823	-	
-	Capital Transfers	12	-	-	ACA-2(ii)
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
-	Other Capital Expenditure	15	-	-	
2,100,000	Total Capital Expenditure (G)		1,891,823	-	
	Deposit Payments		400,284	667,549	ACA-4
	Advance Payments		2,186,300	1,708,050	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		2,586,584	2,375,599	
	Total Expenditure I=(F+G+H)		40,666,742	38,459,674	
	Balance as at 31st December J=(E-I)		(3,018,015)	(967,888)	
	Balance as per the Imprest Adjustment Statement		(3,018,015)	(967,888)	ACA-7
	Imprest Balance as at 31st December		-	-	ACA-3
			(3,018,015)	(967,888)	

3.2 Statement of Financial Position: - ACA-P

As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	141,870,285	10,523,956
Financial Assets			
Advance Accounts	ACA-5/5(a)	3,675,830	3,682,698
Cash & Cash Equivalents	ACA-3		
Total Asset		145,546,115	14,206,654
Net Assets / Equity			
Net Worth to Treasury		3,668,630	3,682,698
Property, Plant & Equipment Reserve		141,870,285	10,523,956
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	7,200	-
Imprest Balance	ACA-3		
Total Liabilities		145,546,115	14,206,654

3.3 Statement of Cash Flows: - ACA-C

for the Period ended 31st December, 2023

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts	65,267	-
Revenue Collected on behalf of Other Revenue Heads	536,495	480,000
Imprest Received	35,332,714	34,832,726
Recoveries from Advance	2,193,168	155,100
Deposit Received	391,584	643,649

Total Cash generated from Operations (A)	38,519,229	36,111,474
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	34,748,186	33,036,455
Subsidies & Transfer Payments	340,595	342,427
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	284,640	618,473
Advance Payments	2,000,000	1,491,300
Deposit Payments	400,284	649,999
Total Cash disbursed for Operations (B)	37,773,705	36,138,654
Net cash flow from operating Activities (c)=(a)-(b)	745,523	(27,180)
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	1,146,300	27,180
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	1,146,300	27,180
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investments	1,891,823	-
Total Cash disbursed for Investing Activities (E)	1,891,823	-
Net cash flow from investing Activities (f)=(d)-(e)	(745,523)	27,180
Net cash flows from operating & Investment activities (g)=(c)+(f)	0.00	-
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
Net cash flow from financing Activities (j)=(h)-(i)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023

2. Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of Certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest Rupee

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting Period irrespective of the relevant revenue period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and a revaluation model is applied when the cost model is not applicable

5. Property, Plant and Equipment Reserve

This reserve account is the corresponding account of Property Plant and Equipment.

6. Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2023

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amount	as a % of Final
2002-01-01	Rent			-	1,827,336.04
2002-02-02	Interest on loan advance to public officer			141	
2003-99-00	Miscellaneous			539	
2006-02-01	Sales of Capital Assets - Vehicle			1,146	
2003-01-00	Department sales				

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	37,572,000	38,064,000	36,188,335	95.07%
Capital	500,000	2,100,000	1,891,873	90.09%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per the Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as At 31.12.2023	Yet to be Accounted	Reporting Progress as a %
61121	Transport Equipment	1,616	1,616	-	100%
61122	Other Machinery & Eq	12,571	12,571	-	100%

3.9 Auditor General's Report**

The Final Audit Report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
01	Recurrent Expenditure	95.07%	-	-
02	Capital Expenditure	90.09%	-	-
03	Maintenance Expenditure/ Maintenance Allocation	94.02%		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement date		
				0% - 49%	50% - 74%	75% - 100%
01	Maximum Utilization of allocation for recurrent expenditure	Maximum 95% of the Recurrent Expenditure	Recurrent Expenditure			95.07%
02	Maximum Utilization of allocation for capital expenditure	Maximum 80% of the capital Expenditure	Capital Expenditure			90.09%
03	Maximum Utilization of allocation for Maintenance of Capital Assets	Maximum 80% of the Maintenance expenditure of the capital assets	Recurrent Expenditure (Maintenance Expenditure)			94.02%

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Block Grants and Revenue Collected Efficiently

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	05	05	-
2	Territory	-	-	-
3	Secondary	19	19	-
4	Primary	07	04	03

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

The vacancies position in the primary grade of the provincial Treasury severely affects the service delivery. The filling the vacancies in the primary Grade is very essential for the smooth movement of the office and safeguard of physical resources. Though the executive offices were assigned their own vehicle for official usage, unable to fulfill the other necessities due to the shortages in Primary Grade

6.3 Human Resource Development

S.No	Name of the Program	No. Of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Cigas	01	05Days	MDTU	-	Local	Good
02	Language	05	150Hrs/100Hrs	MDTU	-	Local	Good
03	Disciplinary Procedure	02	02 Days	MDTU	-	Local	Good
04	Payroll	01	05	MDTU	-	Local	Good
05	Board of survey, Losses & write off	01	02	MDTU	-	Local	Good
06	Maintenance of Personal files	01	02	MDTU	-	Local	Good
07	Introduction of RTI Act	01	01	MDTU	-	Local	Good

* Briefly state how the training program contributed to the performance of the institution

- ❖ The working efficiency of officers who get training was improved
- ❖ Time taken to handle the subject was reduced
- ❖ Errors in the Finance, Administration and Establishment works have been minimized

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Complied)	Brief explanation for Non-Com	Corrective actions proposed to non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)	Complied		
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans	Complied		
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			

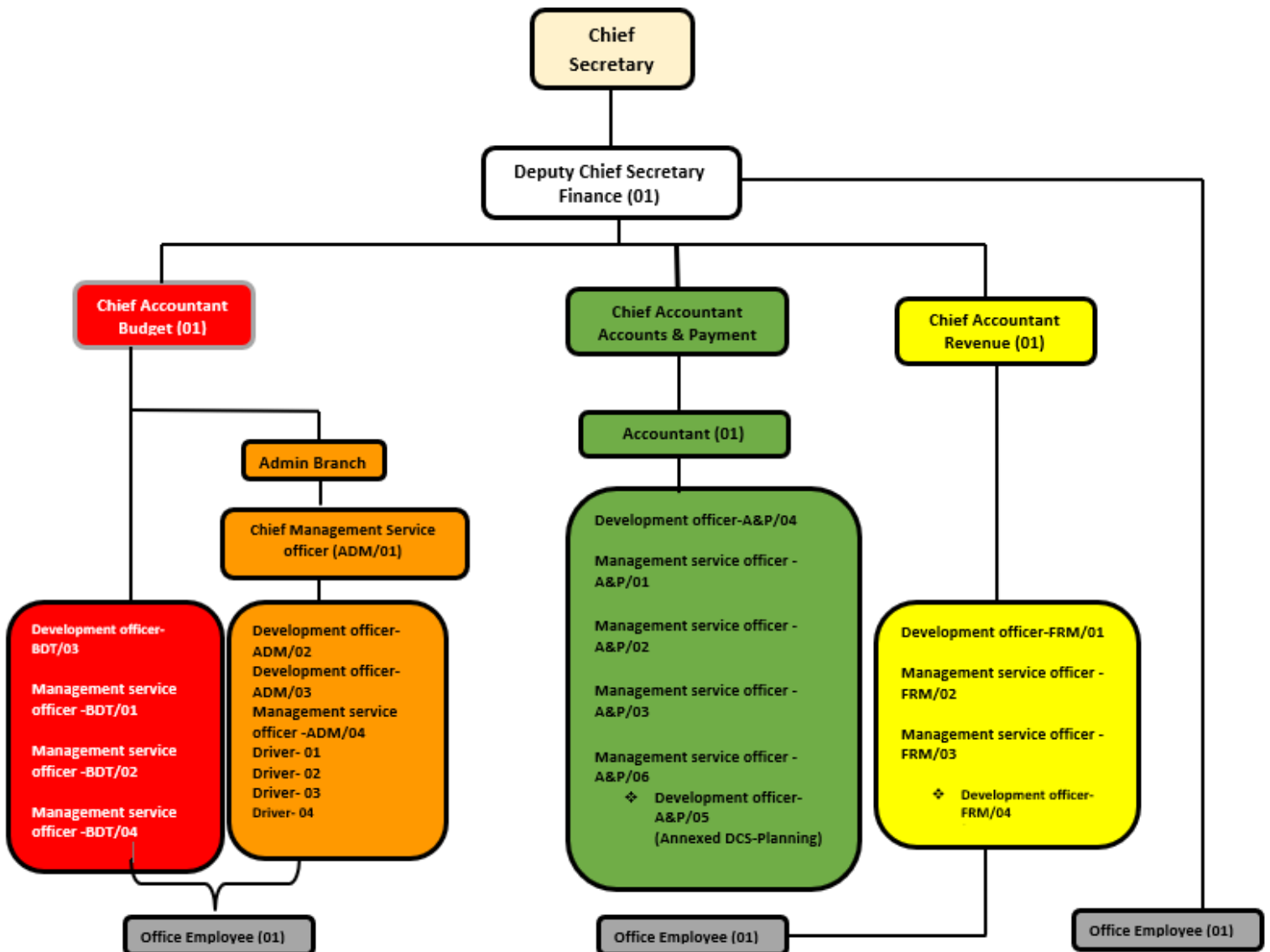


6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	complied		
6.2	All the internal audit reports has been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	N/A		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions	Complied		
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account	Complied		
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		



13.0	General Deposit Account	Complied		
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account	Complied		
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account	Complied		
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management	Complied		
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public	Complied		
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	N/A		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.3 Annexure I – Organization Chart



3.4 Office of the Deputy Chief Secretary- Planning, Northern Province

Expenditure Head No: 422

Chapter 01 - Institutional Profile/Executive Summary

1.1. Introduction

In 1988, there was a fully-fledged Ministry for Planning named “The Ministry of Planning, Youth Affairs, Human Resource Development, and Women Affairs” established in the North and East Provinces. In 1992, it was restructured and the planning function was brought under the newly formed “Ministry of Finance and Planning”. Consequently in 1994 the “Planning Secretariat” was formed under the direct purview of the Chief Secretary along with the other two institutions Finance and Administration. After the period of twenty-four years in view of the judgment of the Supreme Court, the Northern and Eastern Provinces were demerged on 22nd December 2006, and for a certain period the Provincial administration and Planning functioned under the Governor.

The Northern Provincial Council Election was held on the 21st of September 2013, and the Elected Provincial Council was established in October 2013. After a period of five years, the Provincial Council dissolved on the 23rd of October 2018. During that period, the Office of the Deputy Chief Secretary-Planning functioned under the purview of the Chief Minister’s Portfolio and the guidance and supervision of the Chief Secretary. The main objective of the Office of the Deputy Chief Secretary-Planning installs the Provincial Planning Process and re-organize the Planning System within the Province.

The Office of the Deputy Chief Secretary - Planning has been developed for better coordination with Line Ministries and Departments, Finance Commission, Provincial Ministries and Departments, Other Provincial Councils, District, and Divisional Secretariats.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

“A dynamic planning environment with adequate capacity for Self- Sustained economic growth and development of the province in the light of the aspirations of the people”

b) Mission

“To establish and sustain a dynamic Provincial Planning Process in the Province”

c) Objectives

- ❖ To install a Provincial Planning Process and re-organize the planning system in the Provincial Council.
- ❖ To develop Planning Capabilities for all levels of Administration.
- ❖ To formulate strategies to restructure the Provincial economy to accelerate growth, expand non-farm activities in rural areas, maximize provincial resource utilization and create an environment for private sector expansion.
- ❖ To install an Information Resource Management System for planning and management taking the advantage of modern technology at all levels of Administration in the Province.
- ❖ To obtain the maximum benefit of the development and restructuring efforts to the people through implementing appropriate plans and programmes,
- ❖ To assist the Provincial Administration in the process of developing and applying appropriate concepts, procedures, and methods for community development.
- ❖ To support the Provincial Administration in the dissemination and efficient utilization of best practices and products developed by various stakeholder

1.3. Key Functions

- ❖ Adoption of Provincial Planning Process within the Northern Province.
- ❖ Assist to build planning Capabilities among all levels of officers and institutional development within the province.
- ❖ Assist with Provincial Planning matters pertaining to Northern Provincial Planning.
- ❖ Performing Secretarial functions of the Provincial Planning Committee and Secretary's Committee.
- ❖ Coordination and compilation of Medium-Term Plan and Annual Implementation programme.
- ❖ Assist to Chief Secretary in setting overall Guidelines, Strategies, and Coordination of Sectoral Plans and other Operational Plans.
- ❖ Coordinate to Install and maintain a Planning Information System within the Provincial Institutions.
- ❖ Assist to promote participatory development approaches into the existing system.
- ❖ Assist to promote integrated approaches to address cross-sectoral development subjects.
- ❖ Assist in the co-ordination of Foreign Assisted Projects, implemented by the Northern Province.
- ❖ Assist in the progress review of all capital investment programs implemented by the provincial Institutions. Progress monitoring of public and private sector investment Programmes within the Province.

1.4. Organizational Chart: - Annexed

1.5. Departments under the Ministry/ Main Divisions of the Department

The office of the Deputy Chief Secretary - Planning comes under the purview of the Chief Secretary's Cluster along with the office of Deputy Chief Secretary - Finance, Deputy Chief Secretary - Engineering services, Deputy Chief Secretary - Personnel & Training, and the Deputy Chief Secretary - Administration.

In order to carry out the functions of the department smoothly, The Department has been divided into 5 Branches such as Plan Implementation branch, Statistical Branch, Monitoring & Secretal Coordination Branch, Administration Branch, and the Accounts Branch.

1.6. Institutions/Funds coming under the Ministry/Department/Provincial Council

- ❖ The Finance Commission is the independent body which responsible for facilitating fund allocations from the Central Government to Provincial Councils. An Annual Needs Assessment is a prerequisite for allocating and apportioning funds for the capital and recurrent expenditures of Provincial Councils.
- ❖ Due to this fact, the Provincial Capital needs identification has been done by the Sectoral Departments & Ministries and submitted to the Office of the Deputy Chief Secretary -Planning. These needs have been identified for the forthcoming year. These needs have been sent to the Finance Commission for their recommendation to the General Treasury for funding to the province. In this direction, the Finance Commission gives concurrence to the province for the implementation of development activities. Since financial transfers to local authorities are also channelled through Provincial Councils, the local government expenditure is also included in the provincial needs assessment.
- ❖ Thereafter the Province implements development activities to accomplish the felt Needs of the people. A further periodical monitoring system is adopted for the development activities in the province to maximize the benefits.

1.7. Details of the Foreign Funded Projects (if any): Home Grown School Feeding Programme - WFP

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievement

- ❖ Successfully compiled the Provincial Capital Needs of the Northern Provincial Council – 2023

The office of the Deputy Chief Secretary - Planning compiled the Provincial Capital needs - 2024 for the Northern Province and submitted it to the Finance commission for its approval. It has been prepared end of May 2023. Details of the Provincial Capital Needs for the year 2024 are as follows.

Annual Provincial Capital Needs 2024 - Northern Province

Rs in Mn

S. No	Name of Provincial Ministries	Needs Identified for the year 2024						Total request of amount 2024
		Jaffna	Kilinochchi	Mannar	Vavuniya	Mullaitivu	Province	
1	Ministry of Finance & Planning, Law & Order, Lands, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport	1369.30	972.45	1054.70	893.85	1002.55	17.50	5310.35
2	Ministry of Agriculture, Agrarian Development, Animal Husbandry, Irrigation, Fisheries, Water Supply and Environment	289.60	468.70	217.10	264.90	440.20	00.00	1680.50
3	Ministry of Education, Cultural Affairs, Sports and Youth Affairs	2779.33	836.11	978.92	1169.05	818.85	5.00	6587.27
4	Ministry of Health & Indigenous Medicine and Childcare Service	1179.10	680.95	424.95	584.20	471.01	52.00	3392.21
5	Ministry of Women Affairs, Rehabilitation, Social Services, Cooperatives, Food Supply & Distribution, Industries, Trade & Commerce and Enterprises	625.13	46.68	41.03	47.58	87.43	11.00	858.85
Total		6242.46	3004.89	2716.70	2959.58	2820.03	85.50	17829.17

❖ Successfully Co-ordinated the Annual Implementation Programme -2023

The main objective of the Annual Implementation Programme is to enhance the people's living conditions and fulfil the aspirations of the people of the Northern Province. The Annual Implementation Plan mainly focused on Restoring the Community Infrastructure and Livelihood Programmes in the Northern Province. The Finance Commission fund allocation provided for the year 2023 in the Northern Province is given below: A Sum of Rs.4,460.00 million has been allocated Under four Sources of funds. Details are mentioned under the consolidated fund of the Government of Sri Lanka.

S.No.	Capital Grant	Allocation (Rs.in Mn)
1	Provincial Specific Development Grant - (PSDG)	2,190.00
2	Criteria Based Grant - (CBG)	386.00
Foreign Assisted Projects		
3	General Education Modernization Project - (GOSL/WB)	440.00
4	Primary Health Care System Strengthening Project -(GOSL / WB)	1,444.00
Total		4,460.00

❖ Co- ordination for Data Collection and dissemination

The Office of the Deputy Chief Secretary -Planning is the prime office for the Data Collection and dissemination of such data knowledge to the target group.

Office of the Deputy Chief Secretary Planning periodically collects data and information from all Provincial Departments Ministries, Districts, Divisional Secretariats, and other relevant Sectoral institutions for the process of distributing and publishing information. There are three publications

published and available in electronic and print versions every year namely Provincial Statistical Hand Book, Vital Statistics first half of the year, and the second half of the year.

❖ **Enhanced the Monitoring System of the Development Projects**

The main objective of the monitoring of development projects is to identify the shortcomings and find remedies at the project implementing stages and rectify them to ensure the achievement of the aspirations of the people in the Northern Province. For this purpose, there were 57 Development Officers attached to various departments at the regional level of five districts in the Northern Province for the monitoring of the development projects at the project sites closely in an efficient manner.

They visit the project sites to monitor the progress and report to this office Weekly and monthly. Periodically these officers were trained in the monitoring field, during the latter part of 2019, especially they were trained in the online progress monitoring system and provided tablets for improving efficient and productive monitoring systems for reporting purposes.

❖ **Facilitated to implement the Foreign Assisted and Other Donor funded Projects**

A project profile on Foreign Assisted Projects has been updated from time to time. 01 No of Provincial Steering Committee Meeting has been conducted to give proper guidance for the effective implementation of the projects.

❖ **Facilitated for Good governance structure**

The following publications were published during the year 2023

- a) Provincial Statistical Hand Book -2023
- b) Vital Statistics Report (Twice a year) -2023
- c) Provincial Performance Report -2023
- d) Performance Report for Office of the Deputy Chief Secretary - Planning – 2023
- e) Quarterly progress reports for the year 2023
- f) Assist to the preparation of Divisional Statistical Handbooks
- g) Assist to the preparation of District Statistical Handbooks
- h) Provincial Annual Capital Needs -2024
- i) Annual Implementation Programme -2023

❖ **Successfully Conducted the Meetings by the Office of the Deputy Chief Secretary Planning**

▪ Provincial Planning Committee Meetings (No 01)

The Provincial Planning Committee Meeting (PPC) was held once in the year 2023 last year in the province. even though the official activities were limited due to the economic crisis in the country. Northern Province conducted a PPC meeting Successfully, under the chairmanship of the Chief Secretary with the participation of Secretaries to the Ministries, Heads of Departments, District Secretaries of the respective Districts, and other relevant officers. The objective of the meeting is to review the Progress of the Annual Implementation Programme and the issues raised at the District Coordination Committee and give proper guidance for them to solve such constraints.

▪ Sectoral Meetings (No 05)

There are 05 Sectoral Committees for each ministry under the Northern Province.

▪ Progress Review Meetings for Field Development (No 01)

Progress review meeting to discuss with all field development officers regarding development projects and challenges if any they faced last year only one meeting was held.

❖ **Facilitated and furnished Reports and PowerPoint Presentation to the Chief Secretary's Meetings, Honorable Governor's Meetings, Discussions, Visits of foreign Delegates, Visits of UN Agencies, World Bank**

S.NO	Name of the Meetings / Discussions are held	Reports / PowerPoint Presentation furnished
1	Foreign Delegates	01
2	Investment Opportunities with Japan	01
3	Discussion with UNDP	03
4	Discussion with UNICEF	02
5	World Bank Team	03
6	Discussion with Un Residents	01
7	Discussion with JICA	01
8	Investment Opportunities BOI	01
9	Honorable Governor	
9.1	Urgently Priority Needs	05
9.2	Investment Opportunities	
9.3	Development Needs	
9.4	Housing Needs	

2.2 Challenges

- ❖ Cadre Vacancies to be filled for
 - ✓ Class II/III SLPS - 02 Nos Officers
 - ✓ Statician - 01
 - ✓ Developments Officers - 07
 - ✓ Office Employee Service - 01
 - ✓ Management Service Officers - 02
- ❖ Lack of Space for Mini-conference, Library, and documentation.

2.3 Future Goals

The Way Forward is a roadmap for sustainability and growth for Northern Province. An approach focused on efficiency in the Provincial public sector especially the Office of the DCS-Planning involves a stronger monitoring system, coordination, and capacity building of human resources to improve the future. The following targets have already been set to incorporate the above. Specifically Design Mechanism is leads for online progress Monitoring decision-making and guide the project in the proper way.

- ❖ Better coordination with the development project activities in the Districts and Sector agencies of the province.
- ❖ Better assessment and ensuring the Training Needs with the coordination of MDTU in order to enhance the ability of the officers attached to this office.
- ❖ To confirm the Good Governance practices in the office and utilize the 5'S' concepts in order to make a conducive environment for the delivery of services and a target to achieve 1stplace in the productivity competition.
- ❖ Ensure and enhance the knowledge through training, workshop, and exposure visits for all officers. In order to achieve future goals, all stakeholders are expected to join hands and work together with a common purpose to realize our potential and reap the prosperity of the province. Immediate quick start with steady progress over the coming years, to attain sustainable development outcomes are needed to reach them.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1. Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		73,727,277	75,155,841	ACA-3
	Deposits		2,105,649	1,691,907	ACA-4
	Advance Accounts		5,636,448	5,914,585	ACA-5/5(a)
	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		81,469,374	82,762,333	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		81,469,374	82,762,333	
	Remittance to the Treasury (D)		910,880	1,869,135	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		80,558,493	80,893,198	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	67,512,721	69,502,635	ACA-2(ii)
	Other Goods & Services	6	8,330,803	7,992,534	
	Subsidies, Grants and Transfers	7	445,037	545,087	
	Interest Payments	8			
	Other Recurrent Expenditure	9	99,115	103,195	
	Total Recurrent Expenditure (F)		76,387,676	78,143,451	
	Capital Expenditure				
	Rehabilitation Improvement of Capital Assets	10			ACA-2(ii)
	Acquisition of Capital Assets	11	489,440	-	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
	Other Capital Expenditure	15			
	Total Capital Expenditure (G)		489,440	-	
	Deposit Payments		1,813,635	1,691,907	ACA-4
	Advance Payments		6,144,052	4,563,799	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		7,957,687	6,255,706	
	Total Expenditure I=(F+G+H)		84,834,803	84,399,157	



	Balance as at 31stDecember J=(E-I)		4,276,310	3,505,959	
	Balance as per the Imprest Adjustment Statement		4,276,310	3,505,959	ACA-7
	Imprest Balance as at 31 st December		4,276,310	3,505,959	

3.2 Statement of Financial Position ACA-P

As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs. 2023)	Previous Year (Rs. 2022)
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	23,595,340	25,399,013
Financial Assets			
Advance Accounts	ACA-5/5(a)	10,297,863	9,790,259
Cash & Cash Equivalents	ACA-3		
Total Asset		33,893,203	37,521,295
Net Assets / Equity			
Net Worth to Treasury		10,297,863	9,790,259
Property, Plant & Equipment Reserve			
Rent and Work Advance Reserve	ACA-5(b)	23,303,326	25,399,013
Current Liabilities			
Deposits Accounts	ACA-4	292,014	
Imprest Balance	ACA-3		
Total Liabilities		33,893,203	37,521,295

3.3 Statement of Cash Flows ACA-C

for the Period ended 31st December, 2023

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	20,778	102,467
Imprest Received	73,727,277	75,155,841
Recoveries from Advance	1,303,250	942,776
Deposit Received	2,075,949	1,661,931
Total Cash generated from Operations (A)	77,127,254	77,863,015
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	69,567,076	71,007,392
Subsidies & Transfer Payments	445,037	648,282
Expenditure incurred on behalf of Other Heads		
Imprest Settlement to Treasury	910,880	1,869,135
Advance Payments	3,935,855	2,718,800

Deposit Payments	1,813,635	1,691,906
Total Cash disbursed for Operations (B)	73,672,484	77,935,515
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	454,770	72,500
<u>Cash Flows from Investing Activities</u>		
Interest		
Dividends		
Divestiture Proceeds & Sale of Physical Assets	34,670	72,500
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	34,670	72,500
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	489,440	-
Total Cash disbursed for Investing Activities (E)	489,440	-
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	454,770	72,500
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
<u>Cash Flows from Financing Activities</u>		
Local Borrowings		
Foreign Borrowings		
Grants Received		
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

1. Reporting Period

The reporting period for these Financial Statement is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statement have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statement are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period but not consider the taxable period.

4. Recognition and Measurement of Property, Plant and Equipment (PP & E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and cost of the assets can be reliably measured.

PP & E are measured at a cost and a revaluation model is applied when the cost model is not applicable.

5. Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of PP & E

6. Cash and Cash Equivalents

Cash & Cash Equivalents include local currency notes and coins on hand as at 31st December 2023



Rs. ,000

3.5 Performance of the Revenue Collection-N/A

3.6 Performance of the Utilization of Allocation

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilizations a % of Final Allocation
	Original	Final		
Recurrent	82,011,000	82,011,000	76,387,676	93%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.8 Performance of the Reporting of Non-Financial Assets - Not Applicable

3.9 Auditor General's Report**

The Final Audit Report has not been received yet

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
1	Prepared Provincial Needs Documents	✓		
2	Prepared Provincial Annual Implementation Plan (PSDG)	✓		
3	Prepared Provincial Annual Implementation Plan (CBG)	✓		
4	Prepared Monthly/Quarterly Expenditure Reports	✓		
5	No. of PPC Meeting Conducted	✓		
6	No. of Secretaries Committee Meeting Assisted (9 Nos)	✓		
7	Submitted to No. of Memorandums to PPC Meeting for Approval (1 Nos)	✓		
8	No of Progress Review Meeting with Field officers by Quarterly Conducted	✓		
9	Conducted No. of Progress Review Meeting with Sector Agencies by Quarterly-PSDG and CBG	✓		
10	Conducted No. of Progress Review Meeting for Special Projects by Quarterly	✓		
11	Coordinated to Published Divisional Statistical Hand Book	✓		
12	Coordinated to Publish Divisional Hand Book	✓		
13	Coordinated to Publish District Statistical Hand Book	✓		
14	Compiled and Published Provincial Vital Statistics Report twice a year	✓		
15	Prepared and Published Provincial Statistical Hand Book	✓		
16	Prepared and Published Provincial Performance Report	✓		
17	Established Integrated Management Information System (iProMIS)	✓		
18	Provided Tablet to field officers at regional level for efficient monitoring of projects		✓	
19	Conducted Workshop to install (iProMIS) System at Ministries and Departments levels	✓		
20	No. of Information given under Right to information act	✓		
21	Conducted Training Programme on online monitoring of projects for field officers	✓		
22	Foreign Assisted Projects and major Development projects have been well coordinated	✓		
Financial Matters				
23	Prepared Annual Budget	✓		
24	Prepared Annual Financial Report	✓		
25	Prepared Annual Financial Statement	✓		
26	Attended Audit Management committee meeting	✓		
27	Conduct Annual Board of Survey	✓		
28	Payment of salary, other overtime claim, traveling claims etc. to officers paid on time.	✓		
29	Preparation of Budget Estimates	✓		
Administration Matters				

30	Maintenance of Registers: Attendance, Leave, Vehicle Movement etc.	✓		
31	Supplied of stationaries	✓		
32	Updated Personal Files of the staff	✓		
33	Approved Annual Salary increments of staff and field officers and leave etc.	✓		
34	No of the Advance programme and Diary extracts approved for field officers	✓		
35	Conducted monthly staff meeting	✓		
36	Maintained of stores register and Assets Register	✓		
37	Cadre Position updated quarterly	✓		
38	Audit observation /decisions carried out on time	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

Goal No.	Target	Indicators	Progress of the Achievement to Date		
			0 % - 49%	50% - 74%	75 %-100%
Partnerships for the Goals	Technology Fully operationalize the technology and innovation capacity building mechanism for the province developed and enhance the enabling technology in particular information and communication technology	17.8.1. Officers equipped with desktop/laptop and other ICT facilities			✓
		17.8.2. Local area network system established and utilized by officers			✓
		17.8.3 Developing projects monitoring system updated and reported through iPromis online system by sector agencies and field officers periodically			✓
		17.8.4. All correspondence communicated with stakeholders by E-mail and meetings were conducted via Zoom			✓
	Policy and Institutional Coherence Enhance National macroeconomic stability, including through policy coordination and policy coherence	17.13.1. Implemented National policies and strategies			✓
		17.13.2. Implemented Finance Commission guidelines and circulars.			✓
		17.13.3. Implemented National Programmes.			✓
	Enhance policy coherence for sustainable development	17.14.1. Adopted sustainable development goals in Provincial Annual Implementation Programmes and Projects.			✓
		17.14.2. Implemented and monitored sustainable and Development goals in the project activities.		✓	
		17.18.2. Published Provincial statistical handbook.			✓
		17.18.3. District / Divisional Statistical Handbook.			✓
		17.18.4. Divisional Profile Report			✓
		17.18.5. Online Progress Monitoring Reports			✓
		17.18.6. Published Provincial Performance report			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

5.2.1 Achievement

- ❖ Avoid unnecessary delays in communicating with sector agencies and obtained the reports in time to help the proper decision-making on time by utilizing available ICT facilities.
- ❖ The Books and Reports published by the Office of the Deputy Chief Secretary – Planning for easy access to researchers and stakeholders.

- ❖ Specifically Design Mechanism will be providing pictorial evidence and report versions for high-level authorities and heads of the sector agencies for the required purpose at one stop.

5.2.2 Challengers

- ❖ Staff grade cadre to be filled immediately. Out of 4 Numbers of Deputy Directors of Planning / Assistant Directors of Planning, only 02 Deputy Directors of Planning are available, with other vacancies in this position to be filled.
- ❖ The officers expected to be more familiar with the implementation of sustainable development goals in the future.
- ❖ More facilities to be provided for the Monitoring System.

Chapter 06 - Human Resource Profile

6.1 Cadre Management as at 31.12.2023

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	7	5	2
2	Territory	-	-	-
3	Secondary	97	88	09
4	Primary	7	6	1

6.2 Briefly state how the shortage or excess in human resources has affected to the performance of the institute.

- ❖ There were 11 vacancies in the Office of the Deputy Chief Secretary Planning. These situations severely affect the Provincial Planning Process and Development Programmes and Projects in this province. Therefore, immediate action is to be taken to fill these vacancies.

6.3 Human Resource Development

S.No	Name of the Programme	No. of staff	Duration of the programme	Total Investment (Rs.'000)		Nature of the Programme	Output/ Knowledge Gained
				Local	Foreign		
01	Training on Result-based Management for Inclusive Social Development	60	20.03.2023 (04 days)			Local	Better Performance
02	Training on official letter & Minute writing in English	02	29.03.2023 (02 days)			Local	Better Performance
03	Training on Project Proposal Writing	05	20.04.2023 (8 half days)			Local	Better Performance
04	Database Management System	02	10.05.2023 (05 days)			Local	Better Performance
05	Training on Maintenance of Personal File (online)	03	24.05.2023 (02 half days)			Local	Better Performance
06	Training on Anticorruption	03	23.05.2023 (02 days)			Local	Better Performance
07	Training on Salary conversion	01	23.05.2023 (03 days)			Local	Better Performance
08.	Internal Audit Techniques	02	25.05.2023			local	Better



			(04 half days)				Performance
09.	Training on effective communication in English	02	29.05.2023 (02 days)			Local	Better Performance
10	Training on Project Planning, Preparation, Monitoring & Evaluation	07	30.05.2023 (02 days)			Local	Better Performance
11.	Training on Disciplinary Procedure	01	06.06.2023 (04 half days)			Local	Better Performance
12.	Training on Graphic Design	01	13.06.2023 (02 days)			Local	Better Performance
13.	Power and functions of provincial council system	01	20.06.2023 (04 half days)			Local	Better Performance
14.	Office system & procedure	02	30.06.2023 (01 day)			Local	Better Performance
15.	PC Maintenance	04	10.07.2023 (04 days)			Local	Better Performance
16.	Training on Right to Information Act	02	12.07.2023 (02 days)			Local	Better Performance
17.	Training on CIGAS	01	17.07.2023 (05 days)			Local	Better Performance
18.	Training on 5S	01	05.09.2023 (01 day)			Local	Better Performance
19.	Techniques in MS. Office	01	12.09.2023 (08 half days)			Local	Better Performance
20.	Training on Power and Functions of Provincial Council System	03	18.09.2023 (03 days)			Local	Better Performance
21.	Training on Sinhala Language as 2 nd Language (Level)	02	19.09.2023 (Every Tuesday and Thursday)			Local	Better Performance
22.	Workshop Validations for Procurement Guidelines on Goods, Works, Services and Information System	01	29.09.2023 (01 day)			Local	Better Performance
23.	Training on Maintenance of Personal File	01	10.10.2023 (02 half days)			Local	Better Performance
24.	Web-based applications	02	(03 half days)			Local	Better Performance
25.	Training on E-code 1 & Procedural Rules	01	13.10.2023 (03 days)			Local	Better Performance

***Briefly state how the training program contributed to the performance of the institution**

After receiving the training, the officers were shown their efficient and effective performance in their routine service delivery within the time frame.

Chapter 07 -Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid on-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Relevant		
1.4	Stores Advance Accounts	NA		
1.5	Special Advance Accounts	Complied		
1.6	Others	NA		
2.0	Maintenance of books and registers (FR445)/			
2.1	The fixed assets register has been maintained and updated in terms of Public Administration Circular267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	The Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such a manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		

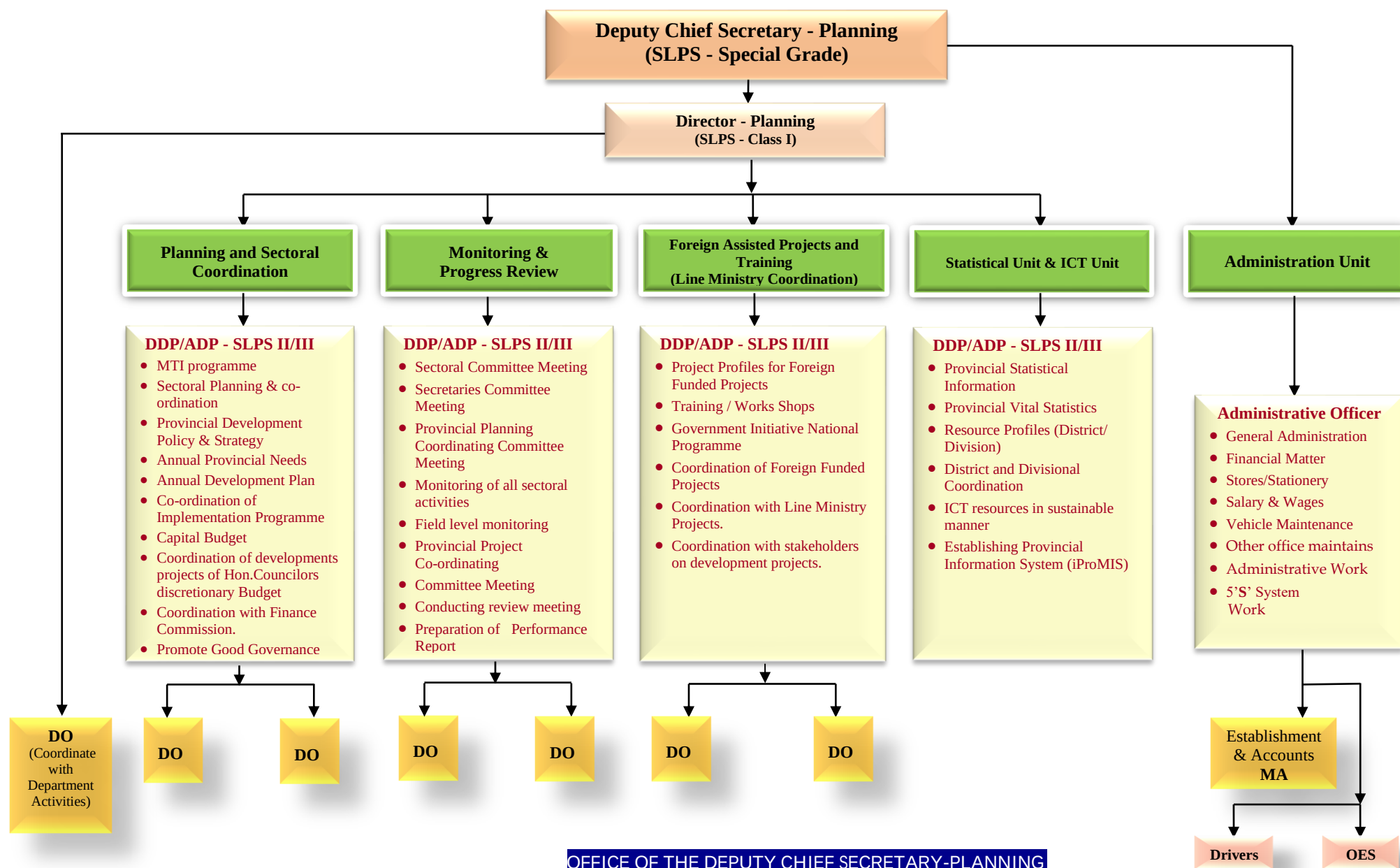


6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the auditor General on the due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued asper F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved per F.R. 371	Complied		



14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	NA		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	NA		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of 176	NA		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi-Annual and Annual reports have been submitted as per sections 08 and 10 of the RTI Act	Yes		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's-charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Yes		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Yes		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs, and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.4 Annexure I – Organization Chart



3.5 Deputy Chief Secretary-Engineering Services, Northern Province

Expenditure Head No: 423

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Office of the Deputy Chief Secretary – Engineering Service was established under the Northern Provincial Council as one of the cluster departments under the purview of Chief Secretary to provide leadership to provincial institutions to attain sustainable infrastructure development, which involves developing roads, buildings and irrigation infrastructure with due consideration to economic, social and environmental implications.

1.2 Vision, Mission, and Objectives of the Institution

a) Vision

Sustainably developed Northern Province for sustainably developed Sri Lanka

b) Mission

Provide leadership to provincial institutions to strengthen the means of implementation to build resilient infrastructure & water resources development in Northern Province through sustainable public procurement practices”.

c) Objectives

- ❖ Provide leadership to provincial institutions to build resilient infrastructure and promote sustainable foster innovation.
- ❖ Promote public procurement practices that are sustainable, in accordance with national policies & provincial priorities.
- ❖ Strengthen the means of implementation of provincial institutions for sustainable development

1.3 Key Functions

- ❖ Providing leadership to provincial institutions to build resilient infrastructure and promote sustainable foster innovation
- ❖ Assisting the provincial institutions in quality assurance in development activities.
- ❖ Assisting the irrigation department in promoting foster innovation in water resources development activities
- ❖ Assisting the provincial institutions in assuring the economy in development activities
- ❖ Assisting the provincial institutions in timely implementation of development activities
- ❖ Publishing a compiled Schedule of Rates comprising rates for works related to Buildings, Irrigation and Roads construction and rates for quality control laboratories for the Northern Province.
- ❖ Promote public procurement practices that are sustainable, in accordance with national policies & provincial priorities
- ❖ Assisting the provincial institutions to build their capacity to carryout procurements and contract management
- ❖ Assisting the provincial institutions to ensure uniformity in adopting systems and procedures in procurements & contract management
- ❖ Providing advisory service to provincial institutions to handle procurement & contract management issues
- ❖ Assisting Chief Secretary in handling procurement & contract management
- ❖ Strengthen the means of implementation of provincial institutions for sustainable development
- ❖ Assisting the provincial institution in maintaining the vehicles & machinery
- ❖ Assisting the Department of Buildings in performing its functions
- ❖ Assisting PPA, PPSC & Technical departments in the administration matters of technical staff

1.3 Organizational Chart - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department

- a) Administration Unit.
- b) Planning & Works Unit.
- c) Accounts Unit.
- d) Mechanical Engineering Unit.

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

Consolidated fund (CBG) coming through the Provincial Treasury

1.7. Details of the Foreign Funded Projects (if any) - Nil

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements

- ❖ Received a golden award from His Excellency the President of Sri Lanka on 18th July 2023 in the recognition of best performance achieved in the Evaluation Programme of the Committee on Public Accounts for the financial year 2019 & 2020.
- ❖ Initiated and published schedule of rates for the year 2023 to be used in Northern Province for buildings, irrigation, road works and material testing.
- ❖ Being the key resource partner and member of the organizing committee, contributed for the successful implementation of certificate program on Procurement Procedure and Contract Administration conducted by MDTU during the year 2022 - 2023.
- ❖ Technical training was given to Technical Officers of provincial institutions to ensure quality assurance and quality control.
- ❖ Contribute to WASPAR symposium research University of Jaffna
- ❖ Being the nominated member of the National Water Policy from Northern Province, contributed towards the formation of National Water Policy
- ❖ Successful monitoring the mechanism of the maintenance for the public buildings in NP &, if necessary, given guidance

2.2 Challenges

- ❖ Due to the import restriction and economic crises escalated owed to the prevailing situation there is a shortage of supply of material in the open market.
- ❖ Due to a shortage of imprest, tremendous hardships were experienced in goods procurement civil works execution and contract administration.
- ❖ There is an unforeseeable tremendous price fluctuation of construction materials used in construction due to economic crises escalated owed to the prevailing situation.
- ❖ As a result of the current country's situation, technical professionals have migrated to foreign countries in search of jobs. Consequently, there is a shortage of experienced and fresh technical personnel, leading to a disruption in work balance.

2.3 Future Goals

- ❖ Continued to carry out the functions of the department under each subject formulated as per the objectives to attain the mission and vision of the institution as spelt under Chapter 1
- ❖ To assist the provincial Irrigation Department, priorities water resources development projects such as Lower Paliaru project, for the effective utilization for water resource.
- ❖ To assist MDTU to expand the Procurement & Contract administration training to diploma level to uplift the standard and recognition of this course equivalent to similar trainings conducted by the National Institutions.
- ❖ To assist the Provincial Council to formulate a water policy for the province.
- ❖ To prepare a mechanism for maintenance of vehicles in the province

- ❖ To assist the Irrigation Department to formulate a water resource management plan and implement water management including strengthening the flood control systems and drought management capacity

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
-	Revenue Receipts				
-	Income Tax	1			ACA-1
-	Taxes on Domestic Goods & Services	2			
-	Taxes on International Trade	3			
-	Non-Tax Revenue & Others	4			
-	Total Revenue Receipts (A)				
-	Non-Revenue Receipts				
-	Treasury Imprests		16,042,127	16,941,072	ACA-3
-	Deposits		47,336	5,950	ACA-4
-	Advance Accounts		1,060,701	871,873	ACA-5/5(a)
-	Other Main ledger Receipts		-	-	
-	Total Non-Revenue Receipts (B)		17,150,164	17,818,895	
-	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		17,150,164	17,818,895	
-	Remittance to the Treasury (D)		110,090	22	
-	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		17,040,074	17,818,873	
-	Less: Expenditure				
-	Recurrent Expenditure				
14,132,000.00	Wages, Salaries & Other Employment Benefits	5	14,018,799	14,821,704	ACA-2(ii)
3,400,000.00	Other Goods & Services	6	2,667,736	1,966,524	
88,000.00	Subsidies, Grants and Transfers	7	85,078	85,975	
-	Interest Payments	8	-	-	
45,000.00	Other Recurrent Expenditure	9	40,065	5,770	
17,665,000.00	Total Recurrent Expenditure (F)		16,811,678	16,879,973	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	95,000	ACA-2(ii)
137,400.00	Acquisition of Capital Assets	11	137,400	286,342	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
-	Other Capital Expenditure	15	-	-	
1,37,400.00	Total Capital Expenditure (G)		137,400	381,342	
	Deposit Payments		47,336	5,950	ACA-4
	Advance Payments		789,600	1,000,000	ACA5/5(a)
	Other Main Ledger Payments		-	-	

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Total Main Ledger Expenditure (H)		836,936	1,005,950	
	Total Expenditure I=(F+G+H)		17,786,014	18,267,265	
	Balance as at 31 st December J=(E-I)		745,940	(448,392)	
	Balance as per the Imprest Adjustment Statement		745,940	(448,392)	ACA-7
	Imprest Balance as at 31 st December		(745,940)	(448,392)	ACA -3

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	13,016,513	13,119,113
Financial Assets			
Advance Accounts	ACA-5/5(a)	2,225,621	2,496,722
Cash & Cash Equivalents	ACA-3		
Total Asset		15,242,134	15,615,835
Net Assets / Equity			
Net Worth to Treasury		2,225,621	2,496,722
Property, Plant & Equipment Reserve		13,016,513	13,119,113
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	-	-
Imprest Balance	ACA-3	-	-
Total Liabilities		15,242,134	15,615,835

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
Cash Flows from Operating Activities	-	-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	255,239	106,190
Imprest Received	16,042,127	16,941,072
Recoveries from Advance	227,562	-
Deposit Received	41,736	-
Total Cash generated from Operations (A)	16,566,663	17,047,262
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	15,396,683	15,577,503
Subsidies & Transfer Payments	125,143	91,745
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	110,090	22
Advance Payments	750,000	1,000,000

Deposit Payments	47,348	5,950
Total Cash disbursed for Operations (B)	16,429,263	16,675,220
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	137,400	372,042
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	9,300
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	9,300
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	137,400	381,342
Total Cash disbursed for Investing Activities (E)	137,400	381,342
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(137,400)	(372,042)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>	-	-
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

Basis of Reporting

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2 Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3 Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.

4 Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5 Property, Plant and Equipment Reserve

This reserve account is the corresponding account of Property Plant and Equipment.

6 Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2023.

3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	20,465,000	17,665,000	16,811,678	95%
Capital	500,000	137,400	137,400	100%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments – Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as At 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6112	Machinery and Equipment	13,016,512.80	13,016,512.80		100%

3.9 Auditor General's Report**

The final audit report has not received yet.

Chapter 04 - Performance Indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
1	Assist provincial institutions in quality assurance in development activities.	✓		
2	Assisting the provincial institutions in assuring economy in development activities.	✓		
3	Assisting the provincial institutions in timely implementation of development activities.	✓		
4	Assisting the provincial institutions to build their capacity to carryout procurements & contract management.			✓
5	Assisting the provincial institutions to ensure uniformity in adopting systems and procedures in procurements & contract management.	✓		
6	Providing advisory services to provincial institutions to handle procurement & contract management issues.	✓		
7	Assisting the Chief Secretary (CS) in handling procurement & contract management.	✓		
8	Assist irrigation department to promote foster innovation in water resources development activities.	✓		
9	Assisting provincial institutions in maintaining the vehicles & machinery.	✓		
10	Assisting Department of Buildings in performing its functions.	✓		
11	Assisting PPA, PPSC & Technical departments in the administration of Technical Staff.			✓
12	Assisting PPSC in conducting exams to Technical Staff.	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.N o	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	1 End poverty in all its forms everywhere	1.a: 1.a.2	Assist provincial institutions in quality assurance in development activities.			✓
			Assisting the provincial institutions in assuring economy in development activities.			✓
			Assisting the provincial institutions in timely implementation of development activities.			✓
2	12. Ensure sustainable consumption and production patterns	12.7: 12.7.1	Assisting the provincial institutions to build their capacity to carryout procurements & contract management.	✓		
			Assisting the provincial institutions to ensure uniformity in adopting systems and procedures in procurements & contract management.			✓
			Providing advisory services to provincial institutions to handle procurement & contract management issues.			✓
			Assisting the Chief Secretary (CS) in handling procurement & contract management.			✓
3	. Ensure availability and sustainable management of water and sanitation for all	6.4	Assist irrigation department to promote foster innovation in water resources development activities.			✓
4	. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels.	16.6 16.6.1	Assisting provincial institutions in maintaining the vehicles & machinery.	✓		
			Assisting Department of Buildings in performing its functions.	✓		
			Assisting PPA, PPSC & Technical departments in the administration of Technical Staff.			✓
			Assisting PPSC in conducting exams to Technical Staff.	✓		

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals Achievements

- ❖ The action plan for the year 2023 developed to achieve the following objectives were successfully implemented as detailed under chapter 4 performance indicators to achieve the identified SDG goals
- ❖ Provide leadership to provincial institutions to build resilient infrastructure, promote, inclusive & sustainable industrialization & foster innovation. (As per SDG goal number 1.a, 6.4 and 6.5)
- ❖ Promote public procurement practices that are sustainable, in accordance with national policies & provincial priorities. (As per SDG goal number 12.7)
- ❖ Strengthen the means of implementation of provincial institutions & revitalize the global partnership for sustainable development. (As per SDG goal number 16.6)

Challenges

- ❖ Due to the import restriction and economic crises escalated owed to the prevailing situation t shortage of supply of material in the open market
- ❖ Due to shortage of imprest, tremendous hardships were experienced in goods procurement civ execution and contract administration

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	04	03	01
2	Territory	01	01	-
3	Secondary	15	11	04
4	Primary	08	04	04

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Since the existing officials shared the work load of vacant cadre positions, in addition to their regular work load, the performance was not affected significantly, but for the long-term sustainability of the institution, it is essential to fill the vacant cadre.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*		
				Local	Foreign				
01	Sinhala Language	02	200 hrs	Program was conducted by Department of Official Language, Trilingual Learning Centre & MDTU, NP		Local	All trained officers improved their knowledge & skill and capable of easy handling matters		
		04	150 hrs						
		01	100 hrs						
02	Productivity	14	2 hrs	Program was conducted by DCS – Personnel and Training, NP					
03	CIPPCA	01	33 days	Program was conducted by MDTU, NP					
04	Vehicle Management Techniques	01	01 day						
05	Accrual Basis Accounting	02	01 day						
06	Internal Audit Techniques	01	02 days						
07	Personal File Maintenance	01	01 day						
08	Price Escalation	01	02 days						
09	Work Life Balance	01	01 day						
10	Emotional Well Beings & Managing Stress	01	01 day						
11	Leadership & Team Building	01	01 day						
12	SBD – 01	01	03 days						
13	Contract Administration (SBD-3)	01	02 days						
14	Productivity Concept	01	01 day						
15	RTI	02	01 day						
16	Contract Administration (SBD-2)	01	06 days						
17	Productivity Tools	01	01 day						
18	Advance Techniques in Ms Word & Excel	02	03 days						

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained *
				Local	Foreign		
19	Quality Assurance	01	03 days				
20	EB Class for MSO Grade I	01	10 days				
21	Work Life Balance	05	01 day	Program was conducted by Ministry of Woman Affairs, NP			
22	Knowledge Sharing Programme	14	31 hrs	Program was conducted by DCS – Personnel and Training, NP			

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		

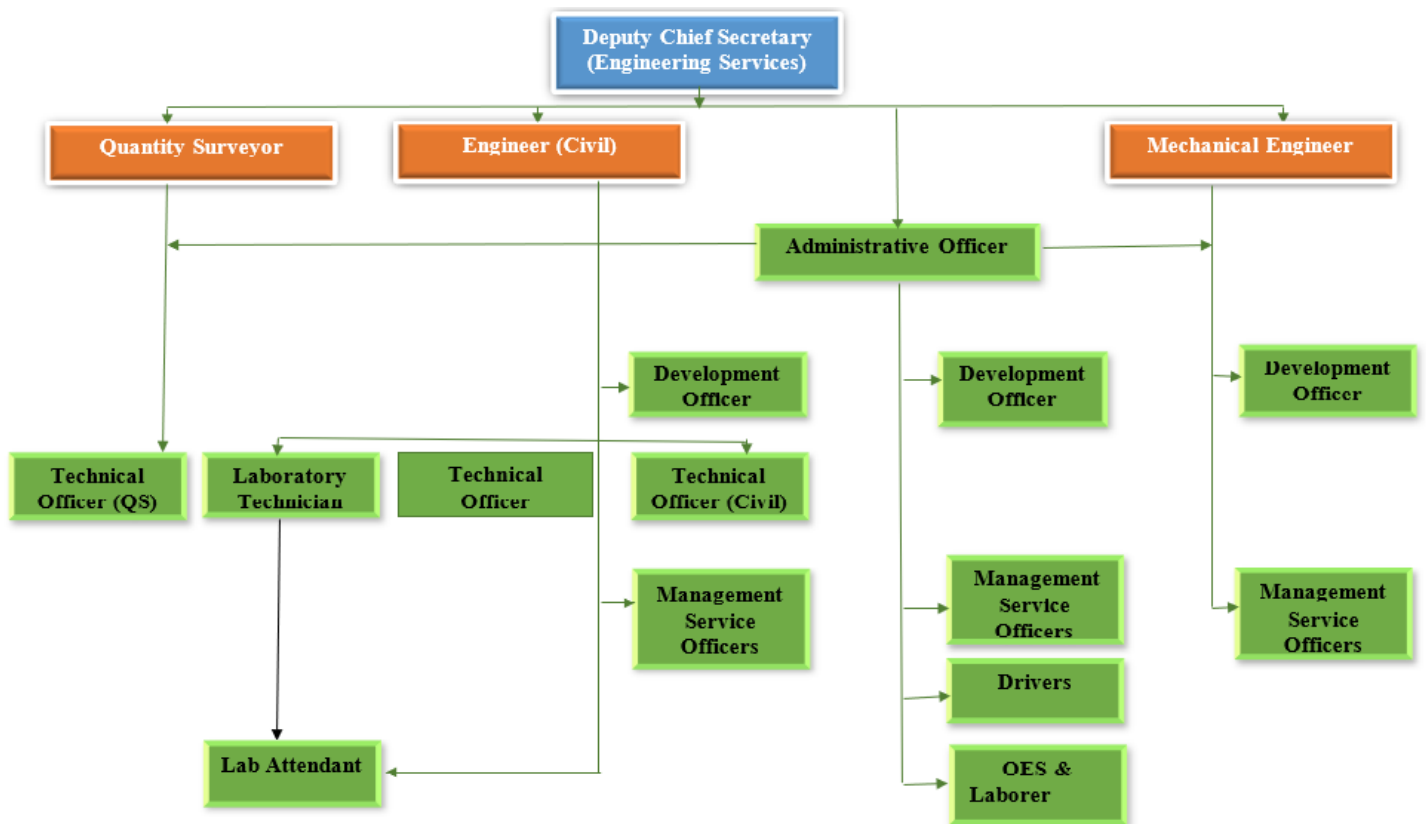
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	N/A		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		

10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N/A		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	N/A		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		



19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.5 Annexure I – Organization Chart



3.6 Office of the Deputy Chief Secretary-Personnel & Training, Northern Provincial Council

Expenditure Head No: 424

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Mr.A.Umamaheswaran as the Deputy Chief Secretary – Personnel & Training from 10.10.2022 to 31.01.2023
Mrs S.Theivendram as the Deputy Chief Secretary - Personnel & Training from 01.02.2023. With the establishment of the Northern Provincial Council in October 2013, this subject which falls under the portfolio – of provincial administration and has become one of the subjects of the Chief Minister of the province and a Deputy Chief Secretary of personnel & Training was appointed to manage the subject of Personnel & Training. The management of MDTU which is coming under the Personnel & Training section is done by a Director. The office of the Deputy Chief Secretary – Personnel & Training is one of the institutions under the Chief Secretary's Cluster.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

Sustainable development of Northern Province through excellent public service for sustainable development of Sri Lanka

b) Mission

Enhancing provincial public service competence by providing capacity building and institutional development, enriching the ability of the provincial public service through institutional development along with cadre management and potential improvisation by using modern technological strategies of Provincial Public Service.

c) Objective

Strengthening the capacity of Government Officers through proper training and better management of cadre.

1.3. Key Functions

1. Coordinate HRD Scholarship process of the provincial public service
2. Coordinate foreign training programs of the Northern provincial staff
3. Ensure excellent cadre management among institutions in the Provincial Council
4. Monitor and Supervise the MDTU functions

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

Management Development Training Unit, NPC

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

Funds are from the Chief Secretary's Secretariat Cluster, Northern Provincial Council; under a separate head 424 with two projects as the office of the DCS-P&T and the MDTU

1.7. Details of the Foreign Funded Projects (if any)

- a) Name of the Project : The Capacity Development for Local Government Project
- b) Donor Agency : UNDP ,UNICEF -Participatory Community Appraisal
- c) Estimated Cost of the Project: UNDP Rs. Mn 14 , UNICEF Rs Mn 4.84
- d) Project Duration : 2020 - 2023

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievements, Challenges, and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

Our activities and performance helped to reach our objectives in 2023

- HRD payments were given to 6 Northern Provincial Staff that amount to Rs.1,217,000.00
- 26 staff got foreign training Programme in 2023.

2.2 Challenges

- Lack of store facilities in our office

2.3 Future Goals

- Distribute competent cadre for Ministries and Departments in the Northern Provincial Council
- Enhance the skills and knowledge based on future needs

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2022 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		54,351,800	39,54,847	ACA-3
	Deposits		46,431,431	42,865,752	ACA-4
	Advance Accounts		1,740,632	2,148,023	ACA-5
	Other Receipts				
	Total Non-Revenue Receipts (B)		102,523,863	84,518,623	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		102,523,863	84,518,623	
	Remittance to Treasury (D)		5,018,670	1,260,244	
	Net Revenue Receipts & Non Revenue E=(C)-(D)		97,505,193	83,258,279	
	Less: Expenditure				
	Recurrent Expenditure				
28,600,000	Wages, Salaries & Other Employment Benefits	5	22,399,037	22,634,976	ACA-2(ii)
11,299,000	Other Goods & Services	6	9,906,001	7,113,757	
138,700	Subsidies, Grants and Transfers	7	136,912	117,989	
	Interest Payments Other Recurrent	8	-	-	
90,000	Other Expenditure	9	77,805	100,120	
40,127,700	Total Recurrent Expenditure (F)		34,519,754	29,966,842	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10			ACA-2(ii)
30,373,225	Acquisition of Capital Assets	11	27,421,270	19,212,860	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
14,000,000	Capacity Building	14	9,603,040	10,356,145	
	Other Capital Expenditure	15			
29,615,300	Total Capital Expenditure (G)		37,024,310	29,569,005	



	Deposit Payments		42,928,440	42,291,278	ACA-4
	Advance Payments		2,287,419	2,331,657	ACA-5/5(a)
	Other Main Ledger Payment				
	Total Main Ledger Expenditure (H)		45,215,859	44,622,934	
	Total Expenditure I=(F+G+H)		116,759,923	104,158,781	
	Balance as at 31st December J=(E-I)		(19,254,729)	(20,900,402)	
	Balance as per the Imprest Adjustment Statement		(19,254,729)	(20,900,402)	ACA-7
	Imprest Balance as at 31st December				ACA-3

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	268,921,526	235,752,477
Financial Assets			
Advance Accounts	ACA-5/5(a)	3,541,052	2,994,266
Cash & Cash Equivalents	ACA-3		
Total Asset		272,462,578	238,746,743
Net Assets / Equity			
Net Worth to Treasury		(536,413)	2,419,791
Property, Plant & Equipment Reserve		268,921,526	235,752,477
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	4,077,465	574,474
Imprest Balance	ACA-3		
Total Liabilities		272,998,991	238,746,743

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended 31st December, 2022

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Revenue Collected on behalf of other revenue heads	604,670	145,695
Imprest Receives	54,351,800	39,504,847
Recoveries from Advance	152,225	376,856
Deposit Received	46,420,756	42,829,187
Total Cash generated from Operations (a)	101,529,451	82,856,585
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	30,782,115	26,178,925
Subsidies & Transfer Payments	136,912	117,989
Expenditure incorrect on behalf of other heads	393,757	685,150



Imprest Settlement to Treasury	5,018,670	1,260,244
Advance Payment	2,000,000	1,440,000
Deposit Payment	42,928,440	42,291,278
Total Cash disbursed for Operations (b)	81,259,893	71,973,585
NET CASH FLOW FROM OPERATING ACTIVITIES (c)=(a)-(b)	20,269,558	10,882,999
Cash Flows from Investing Activities		
Interest	1,031	6,005
Dividends	10,500	
Divestiture Proceeds & Sale of Physical Assets		
Recoveries from On Lending		
Total Cash generated from Investing Activities (d)	11,531	6,005
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	20,281,090	10,889,005
Total Cash disbursed for Investing Activities (e)	20,281,090	10,889,005
NET CASH FLOW FROM INVESTING ACTIVITIES (f)=(d)-(e)	(20,269,558)	(10,882,999)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c)+(f)		
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (h)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Change in Deposit Accounts and Other Liabilities		
Total Cash disbursed for Financing Activities (i)		
NET CASH FLOW FROM FINANCING ACTIVITIES (j)=(h)-(i)		
Net Movement in Cash (k)=(g)-(j)		
Opening Cash Balance as at 01st January		
Closing Cash Balance as at 31st December		

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	40,109,000	40,127,700	34,519,154	86%
Capital	27,000,000	44,373,225	37,024,310	84%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Progress of the Achievement to date		
		100% - 90%	75% - 89%	50% - 74%
1	Cadre creation and updating cadre information. (Data base management)	✓		
2	Monitoring & Supervising the MDTU.			
3	Facilitating for the foreign funded trainings	✓		
4	HRD assistance to provincial public servants to enhance the competencies.			
5	Functioning as Accounting Officer to Personnel and Training division.			
6	Assets Management			
7	Responding to the Audit Quarries			
8	Activity of procurement procedure	✓		
9	Prepare Of Salary & Report			
10	Prepare annual budget & other Supporting Activities			

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	08 Decent Work and Economic Growth Cadre Management	8.3	Generate 4 Quarterly Report Prepare Central bank Census report Prepare annual report for public administration Submit Updated approved Cadre for Budget Preparation			✓ ✓ ✓ ✓
02	17 Partnership for the goals Capacity building and Training Supervising of MDTU function	17.9,17.06	16 CDLG –UNDP trainings conducted; 640 officers benefitted. 83 MDTU trainings conducted; 3866 officers benefitted Got rates of payments w.e.f 03/05/2023 approved			✓ ✓
03	16 Peace Justice and storing Institutions Foreign Training Human Resource Development	16.8,16.10.b	53 application processed; 8 officers got financial assistance 26 staff got foreign trainings Programme in 2023			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievements

1. The cadre data base has been fully digitized as evidence by the departments under the Provincial Council,
2. Regarding training, complete trainings have been provided to the provincial councils officers from district wise.

Challenges

1. It is difficult to obtain approval from the department of management services and the finance commission for requesting vacancies across departments.

2. Lack of sufficient staff in the field of management development training unit makes it difficult to provide training.

Chapter 06 - Human Resource Profile

Performance Report 2023 Details Office of the Deputy Chief Secretary – Personnel & Training, NPC

6.1 Cadre Management

Office of the Deputy Chief Secretary – Personnel & Training, NPC

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / Excess)**
1	Senior	01	01	-
2	Territory	01	01	
3	Secondary	09	12	03**
4	Primary	04	02	02

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- Duties given to this excess of Development Officer.
- The shortage of OES is affecting the quick response and deliver letters to the Ministries and Departments on time.

Management Development Training Unit, NP

Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- Warden post is vacant. Hostel building is yet to be completed

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / Excess)**
1	Senior	01	01	-
2	Territory	01	01	-
3	Secondary	14	16	02**
4	Primary	04	03	01

- Audio Visual Operator Vacant post is vacant

6.3 Human Resource Development

MDTU Conducted Training 2023

S.No	Training Title	Category	Duration (days)	Actual No of Pts	Actual
1	Establishment Code I, II & Procedural Rules	Administration	3	49	36,275.00
2	Preliminary Inquiry & Disciplinary Procedures	Administration	2	11	23,210.00
3	Pension Procedure	Administration	2	32	44,612.86
4	Disciplinary Procedure	Administration	4	96	20,900.00
5	Benefits and Privileges of Public Officers	Administration	2	78	8,350.00
6	Maintenance of Personal File	Administration	2	98	6,950.00
7	Salary Conversion	Administration	6	105	26,825.00
8	Vehicle Management Techniques	Administration	1	34	10,450.00



9	Office System and Procedures	Administration	1	33	16,599.20
10	Disciplinary Procedure	Administration	3	34	39,460.35
11	Effective Office Assistance	Administration	1	34	14,020.35
12	Salary Conversion	Administration	3	36	36,855.00
13	Maintenance of Personal File	Administration	2	170	7,650.00
14	Establishment Code I, II & Procedural Rules	Administration	3	40	39,345.00
15	Emotional Wellbeings & Managing Stress	Soft Skills	1	23	14,225.00
16	Worklife Balance	Soft Skills	1	33	17,375.00
17	Positive Thinking & Personality Development	Soft Skills	1	31	14,795.00
18	Anticorruption	Soft Skills	2	23	10,125.00
19	Leadership & Team Building	Soft Skills	1	39	9,465.00
20	Good Governance	Soft Skills	2	47	8,350.00
21	Conflict Management & Negotiation Skill	Soft Skills	1	29	9,064.60
22	Positive Thinking & Personality Development	Soft Skills	1	46	17,624.15
23	Managing Disputes in Work Place	Soft Skills	1	15	17,418.50
24	Improving leadership & cultural diversity	Soft Skills	2	27	32,450.00
25	CIGAS	Finance	5	45	81,739.20
26	Internal Audit Techniques and Guidelines	Finance	4	38	31,340.00
27	Government Payroll System	Finance	5	45	93,366.60
28	Accrual Basis Accounting	Finance	2	40	10,450.00
29	Board of Survey, Losses & Write-off	Finance	2	149	10,450.00
30	Accounting Systems for Schools	Finance	2	24	29,216.80
31	CIGAS	Finance	5	46	74,772.90
32	Internal Audit Techniques and Guidelines	Finance	2	56	27,376.25
33	Stores Management	Finance	1	43	16,483.75
34	Stores Management	Finance	1	39	33,375.00
35	Stores Management	Finance	1	53	33,375.00
36	Government Payroll System	Finance	5	36	92,593.75
37	Techniques in MS Office	ICT	4	45	43,300.00
38	Database Management System	ICT	5	29	69,931.40
39	Graphics Designing	ICT	2	40	29,925.54
40	PC Maintenance & Troubleshooting	ICT	4	36	58,667.65
41	Advanced Techniques in MS Word & MS Excel	ICT	6	50	33,125.00
42	Techniques in MS Office	ICT	8	55	43,625.00
43	Web based applications	ICT	6	37	35,225.00
44	Cloud computing	ICT	2	28	21,700.00
45	Introduction of RTI Act	Legal	2	80	20,250.00
46	Introduction to National Audit Act	Legal	2	16	19,925.00
47	Introduction of RTI Act	Legal	1	165	10,450.00
48	Powers and Functions of the Provincial Council System	Legal	2	94	9,050.00
49	Project Proposal Writing	Planning	4	29	40,500.00
50	Introduction to Project Management	Planning	4	27	20,250.00
51	Project Planning, Preparation, Monitoring & Evaluation	Planning	2	20	27,198.00



Performance Report - 2023, Northern Province

52	Project Proposal Writing	Planning	2	24	27,610.00
53	Variations	Technology	2	52	44,778.85
54	Price Escalation	Technology	2	41	45,790.40
55	Price Escalation	Technology	2	29	7,850.00
56	Leveling Theory	Technology	3	31	56,856.25
57	Total Station	Technology	1	43	17,902.50
58	procurement procedure	Technology		39	102,021.10
59	Contract Administration (SBD3 Based)	Technology	2	58	50,491.50
60	Contract Administration (SBD1 Based)	Technology		54	65,718.35
61	AutoCAD (2D & 3D Design)	Technology	5	39	116,504.85
62	Contract Administration (SBD2 Based)	Technology	6	24	113,125.20
63	Quality Assurance in Civil Works	Technology	6	44	47,825.00
64	Method of Measurement	Technology	3	41	60,700.00
65	Introduction to Electrical wiring & Plumbing	Technology	2	55	22,900.00
66	Official Letter & Minute writing in English	Language	2	39	46,664.00
67	Effective Communication in English	Language	2	33	49,114.00
68	Report Writing in English	Language	2	34	36,850.00
69	Language (Sinhala) level-II	Language		60	208,470.00
70	Language (Sinhala) level-II	Language		61	215,240.00
71	Language (Sinhala) level-II	Language		64	435.00
72	Productivity Concepts	productivity	1	37	41,640.55
73	Basic Productivity Tools	productivity	1	31	25,481.60
74	5s	productivity	1	42	15,096.25
75	Quality circles & Kaizen	productivity	1	29	13,777.50
76	Green productivity	productivity	1	38	12,150.00
77	MSO Class-I	Special	10	59	181,998.75
78	Induction Training -Jaffna	Special	10	48	218,469.00
79	Induction Training -Kilinochchi	Special	10	32	134,468.75
80	Induction Training-Vavuniya	Special	10	44	286,360.00
81	Induction Training -Jaffna	Special	10	58	117,189.00
82	CIPPCA	Certificate	32	55	750,651.80
83	ICT (Selection exam)	Certificate			37,325.00
Total			3866		4,888,52.05

Performance Report - 2023 Training conducted for other Institutions

S.No	Training Title	Category	Dur (days)	Actual No of Pts	Actual
1	Result based management for Inclusive social development	planning	4	23	537,140.00
2	Result based management for Inclusive social development	planning	4	23	373,142.50
3	Result based management for Inclusive social development	planning	4	30	518,717.50
4	Participatory community Appraisal	planning	3	42	431,776.00
5	Participatory community Appraisal	planning	3	39	401,864.00
6	Participatory community Appraisal	planning	3	32	388,830.00
7	Participatory community Appraisal	planning	3	38	410,585.00
8	Participatory community Appraisal	planning	3	33	157,594.84



9	Office procedures & Positive attitude	Soft skill	1	18	24,508.50
10	Sinhala language Level-III for Building department	Language	25	69	54,683.00
11	Sinhala language Level III for survey department	Language	25	70	167,850.00
12	Sinhala language Level-III Department of Agriculture, Vavuniya	Language	25	29	171,700.00
13	Sinhala language Level-III for Divisional Secretariat, Vavuniya	Language	25	66	171,700.00
14	Office procedures & Positive attitude	Soft skill	1	15	46,430.00
15	Office procedures & Positive attitude	Soft skill	1	14	47,755.00
16	Office procedures & Positive attitude	Soft skill	1	12	35,380.00
17	Office procedures & Positive attitude	Soft skill	1	14	21,450.00
18	Office procedures & Positive attitude	Soft skill	1	12	35,260.00
19	TOT on participatory community Appraisal	planning	1	29	498,275.00
20	Procurement procedure	Technology	2	48	147,203.50
21	Graphics Designing	ICT	3	21	135,635.00
22	Internet & Email	ICT	1	19	39,664.00
23	Sign Language	Language	5	9	82,945.00
24	office procedures solid waste management	Soft skill	1	21	35,445.00
25	office procedures solid waste management	Soft skill	1	20	34,360.00
26	office procedures solid waste management	Soft skill	1	25	37,785.00
27	Ms office	ICT	5	27	136,295.00
28	work-life balance	Soft skill	1	28	48,095.00
29	UDA regulations	Administration	1	25	33,311.00
30	improvement of work skills	Soft skill	1	13	22,511.00
31	positive attitude & Work-life balance	Soft skill	1	44	21,545.00
32	broken Software	Technology	4	5	54,595.00
Total			161	913	5,424,030.84

Training Conducted CDLG

S.No	Training Title	Category	Dur (days)	Actual No of Pts	Actual
1	Addressing gender as a cross-cutting in line with SDG including training on reporting mechanisms for officials in PS.	Administration	2	35	1,939,292.50
2	Capacity Building of Preschool teachers/ youth on preschool education and enhance the performance of the teachers/preschool under Las –	Soft skills	6	35	732,352.88
3	Capacity Building of Preschool teachers/ youth on preschool education and enhance the performance of the teachers/preschool under Las –	Soft skills	6	36	635,166.25
4	Training programme on Project cycle management and RBM- result-based management	Planning	2	27	85,050.00
5	HR and Administration-related Training Aspects: - Relevance for Benevolence: E. Code Provisions	Administration	2	48	158,470.20
6	procurement procedure	Technology	2	33	116,267.00
7	Exposure visit & Outbound training	Soft skills	3	22	480,013.00
8	CICT	ICT	32	35	1,492,805.00
9	Digital Content Creation	ICT	4	16	164,200.00
10	Writing Skills for Public Servants -Kilinochchi – Batch -VI	Language	20	17	61,785.00



11	Sinhala Language Level-II	Language	25	49	1,490,370.00
12	Sinhala Language Level-II	Language	25	71	342,270.32
13	Sinhala Language level-I	Language	34	60	556,686.00
14	Sinhala Language level -I	Language	34	57	810,549.00
15	Sinhala Language Level-III	Language	17	62	734,092.00
16	Advanced course in English for Professional Communication & Management	Language	15	37	902,253.00
Total				640	10,701,622.15

6.3 Human Resource Development 2023

S.No	Name of the Program	No. of staff trained	Duration of the program	Total investment (Rs'000')		Nature of the Program (Abroad /Local)	Output/Knowledge Gained
				Local	Foreign		
1	Master in Public Administration and Management 2023/2024	2	1 Year	360,000.00		Local	Better Performance
2	Master of Regional Planning	1	1 Year	180,000.00		Local	Better Performance
3	M.A in Social Work Programme	1	2 Year	227,000.00		Local	Better Performance
4	Master in Public Administration and Management	2	2 Year	450,000.00		Local	Better Performance

* Briefly state how the training program contributed to the performance of the institution

- Expose to contemporary public service-related matters
- Enhance the capacity of officers and provide better service to the public
- Better interpersonal relationship and team work
- Provide good maintenance of the office systems
- Encourage further career advancement

3 Human Resource Development 31.12.2023 – Foreign Training

- Briefly State how the training program contributed to the performance of the institute

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		

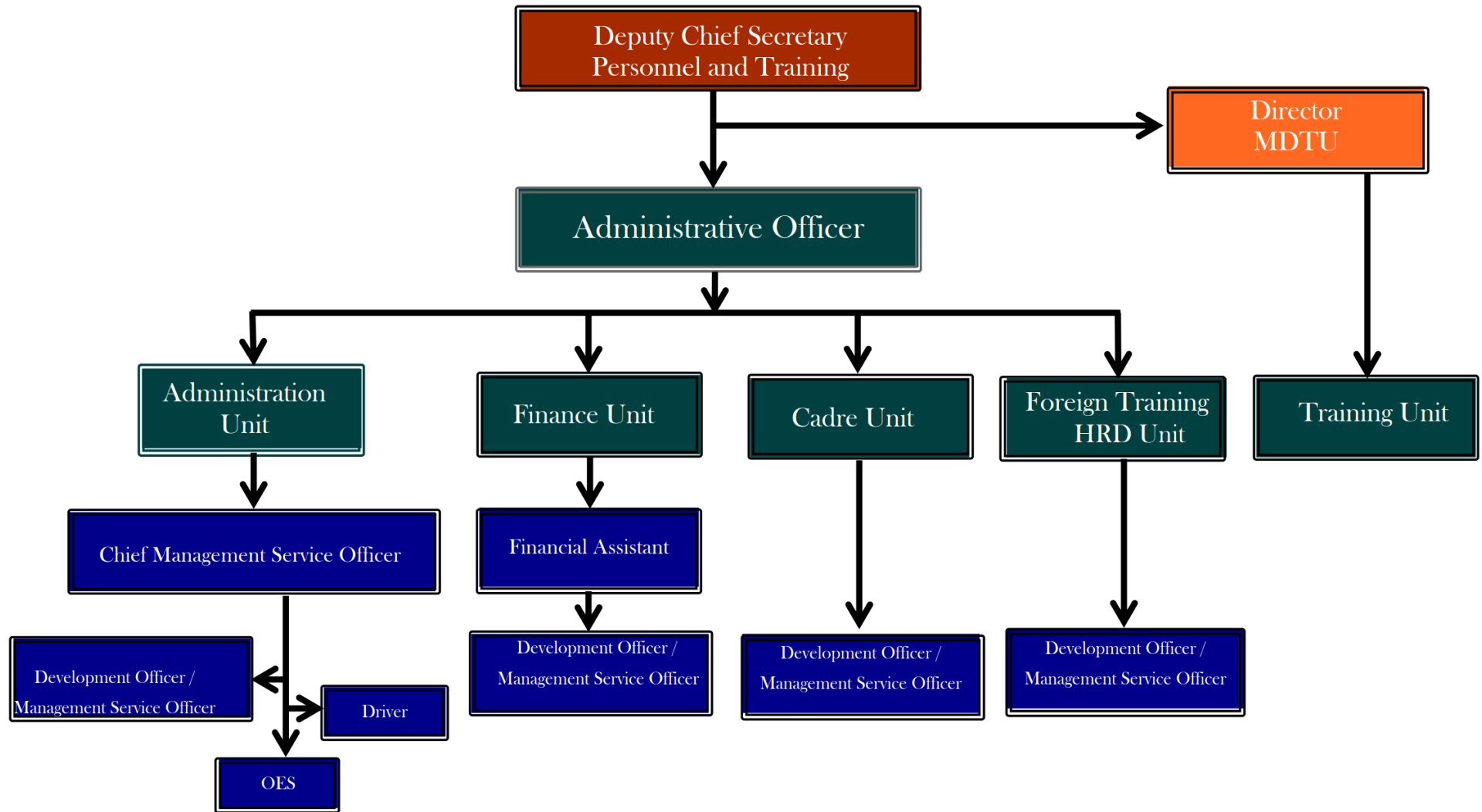
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	N/A		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	N/A		
5.0	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		

8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	N/A		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	N/A		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	N/A		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	N/A		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N/A		



15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.6 Annexure I – Organization Chart



OFFICE OF THE DEPUTY CHIEF SECRETARY-PERSONNEL TRAINING

3.7 Department of Revenue, Northern Province

Expenditure Head No: 425

Chapter 01 - Institutional Profile/Executive Summary

1.1. Introduction

The Department of Provincial Revenue of Northern Province was established by the Finance Statute of this Northern Provincial Council No 01 of 2014.

This Statute is inconsistent with certain provisions of the Turnover Tax Act, No. 69 of 1981 as amended, the Stamp Duty Act No. 43 of 1982 as amended, the Excise Ordinance, No. 08 of 1912 as amended, the Prize Competition Act No. 37 of 1957 as amended, the Municipal Councils Ordinance, No. 29 of 1947 as amended, the Urban Councils Ordinance, No. 61 of 1939 as amended, the Pradeshiya Sabhas Act, No. 15 of 1987 as amended. This is brought into focus in terms of the relevant provisions of the Constitution of Sri Lanka.

The above Statute and its provisions and parts came into 8th July 2015 by the minister by order published in the gazette. There established a department known as the Northern Provincial Revenue Department which shall administer the Provider of the state with diligence and efficiency.

The Department of Provincial Revenue Commissioner its functions with effect from 8th July 2015 and the Commissioner of Northern Provincial Revenue who was a head of the department was appointed under the section 2 of Northern Provincial Revenue statute 01 of 2014 and other Deputy Commissioner and Assessors were appointed under the same section of the statute and called as Provincial Revenue Service in Northern Province.

The Revenue Department shall be responsible and answerable through the board of ministries of the Northern Province to the Northern Provincial Council for due efficient administration of the provisions of the statute and any other statutory instruments made under it.

Presently 27 officers are working in the Department. In order to improve the delivery of its services, the department has envisaged the Citizens Charter. The Charter is the declaration of our Vision, Mission, Objectives and Key functions and achieves the excellence in the implementation of tax policies in the Northern Province.

We administrate the following taxes and levies under financial statute No:01 of 2014 and 2017, Mineral Tax statute No:03 of 2017, Pawn Brokers statute No:06 of 2017 & Business Name Registration Fees statute No:01 of 2018 of the Northern Province.

- ❖ Stamp Duty
- ❖ Court Stamp Duty
- ❖ Court Fines and Fees
- ❖ Excise Revenue
- ❖ Mineral Tax
- ❖ Pawn Brokers
- ❖ Business Name Registration Fees

1.2. Vision, Mission, Objectives of the Institution

a) Vision

To be the excellent Provincial Revenue Department through efficient tax administration with the focus on transparency, fairness and good Governance by 2030.

b) Mission

Improve the living standard of the general public in the Northern Province by ensuring collection of revenue in accordance with the legislated sources of revenue of the province, with transparency, justifiable and equitable manner.

c) Objectives

The objectives derived from its vision and mission statements are:

- ❖ Revenue mobilization.
- ❖ Collecting revenue efficiently and cost effectively.
- ❖ Introducing new sources of revenue within the constituted legal frame.
- ❖ Ensure greater accountability to province for the professional management of tax administration.
- ❖ Upgrading data base system.
- ❖ Capacity building within the organization.
- ❖ Building a good image for the Department.
- ❖ More efficient delivery of services to the tax payers.
- ❖ Transparency in the personnel policies.
- ❖ Awareness of the Northern Provincial tax system.

1.3. Key Functions

In order to achieve the above objectives, the department has been charged to perform the following functions and responsibilities.

- ❖ Assess and collect taxes and levies to the province with optimum efficiency.
- ❖ Pay the amounts of collected revenue in to the Provincial Fund.
- ❖ Release the revenue collected from Stamp duty on immovable property and court fine to the Local Government Authorities for the development activities.
- ❖ Promote tax compliance and tax education and awareness.
- ❖ Effective deterrence and prevent against tax evasion.
- ❖ Make recommendations to relevant higher authority on tax policy and
Perform any other function in relation to revenue as directed by the higher authority.

1.4. Organizational Chart

1.5. Departments under the Ministry/ Main Divisions of the Department

- ❖ Registration & Information Unit
- ❖ Assessing Unit
- ❖ Collection & Legal Unit
- ❖ Administration Unit
- ❖ Accounts & Finance Unit

1.6 Institutions/Funds coming under the Ministry/ Department/ Provincial Council - Provincial Treasury

1.7. Details of the Foreign Funded Projects (if any) - Not Applicable

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

1. Revenue Performance

The Estimated Revenue 2023 **Rs 1,397,850,000.00**

The Revenue Collection 2023 **Rs 2,305,509,275.53**

Revenue Details

Amount

• Stamp duty	Rs	1,633,638,178.00
• Courts Stamp duty	Rs	5,602,178.68
• Courts fine	Rs	565,687,719.97
• Excise Revenue	Rs	33,339,578.48
• Business Registration	Rs	4,165,777.00
• Pawing	Rs	93,000.00
• Penalty	Rs	12,801,146.90

• Others	Rs	181,696.50
Total Revenue	Rs	2,305,509,275.53

Collected Additional Revenue - **Rs 907,659,275.53**

Increase Percentage – **65 %**

2.2 Challenges

1. Strengthening of stamp duty investigation / Auditing

We have commenced inspection to collect additional revenue on value of immovable properties by the field inspection as fields audits and desk audits in 2022 is Rs 54740726.28 we have introduced new system for collecting more revenue increased 75.36% compare under 2022. The to detect tax evaders and collect additional revenue on the under-value property by the field inspection in 2022. It shows 70% of increase compared with 2021

2. Gold Medals for Outstanding Performance

For the Outstanding Performance, we have received three gold medals at the National Level Evaluation Programme, which was conducted by the Committee on Public Accounts for the Financial Years 2017, 2018 & 2019. The last award was presented to our department by His Excellency the President of Sri Lanka at the Parliament of Sri Lanka on 28th February 2020

2.3 Future Goals

1. Review of Performance

- ❖ A monthly progress report will be given to each staff of the department.
- ❖ A monthly and quarterly reports will be prepared for the collection of revenue for each of the local government authorities.
- ❖ We collected revenue in terms of the Statutes established by Northern Provincial Council as Stamp Duty, Mineral Tax, Business Name Registration, Courts fine and courts Stamp duty and Excise registration fee.
- ❖ We also attend knowledge sharing programs in other Provincial Revenue Departments.
- ❖ We established revenue monitoring system, stamp duty committee and progress review meeting to ensure the revenue collection.
- ❖ We also look for recurring themes or trends that reveal knowledge or skills that we have gained or need to develop, projects we enjoyed working on and challenging situations we solved.
 - Measures to reach out revenue collection in the unexpected situations.
 - Coping with the technological development.
 - Finding measures to value properties.

2. Areas for Improvement

i. Tax System

- ❖ Correspondence with Banks, Leasing Companies, Local government authorities, District Secretaries and Pradeshiya Sabah's for collect stamp duty on time.
- ❖ Introduce new tax system for transfer of motor cars.
- ❖
- ❖ Introducing new tax computer-based system.
- ❖ Knowledge sharing from other provincial councils.
- ❖ Improve the desk audit system.
- ❖ Continuing of Revenue monitoring system for Business Name Registration and Excise Revenue.

ii. Physical Improvement

- ❖ Getting a new vehicle to increase the number of field inspection and thereby to increase the revenue.
- ❖ Establishing Sub office at Vavuniya

3. Expected Performance for 2023

Create a plan or a list of goals to work toward. These goals should fit in with the mission or goals, showing that they align in growth with the growth of the organization.

- iii. Methods to collect data from ADR in an accurate and timely manner. (Getting a copy of documents and entering it to the system by a staff)
 - iv. Providing targets for each staff to be accomplished monthly.
 - v. Implementing monthly progress review to each staff.
 - vi. Conducting monthly progress meetings and instruct and staff.
 - vii. It is expected to increase the collection of Mineral Tax than the budgeted amount.
- Furthermore, as a follow-up to the strategic plan, the new unit is to be begun a comprehensive development of performance indicators at the local, provincial and national level.

4. Continuous Skill Improvement Plans

A commitment to learning and improving is much essential for a department dealing with general public and the revenue to the government.

- Over the next few years, we will radically change the way we deliver our services to customers.
- There will be an increased emphasis on self-service, using expanded digital services, to deliver services, using more highly-skilled and professional workforce.
- A system that dedicates less resource to low value, routine work and secures more revenues from our compliance activities.
- By investing in our digital offering, our staff's capabilities and improving employee engagement we will:
 - stabilize and improve our customers' experience
 - improve revenues by promoting voluntary compliance and addressing non-compliance
 - Maintain sustainable cost reductions.
 - Testing new ideas and process.
 - Identifying opportunities for growth and improvements.

Professional skills - We will continue to invest in top-end tax professional skills. This includes giving training to revenue staff and facilitating higher studies.

Performance management - Our intention is to create a culture that empowers our staff, trusts them to deliver and holds them to account for successful delivery. We are currently rolling-out the tasks for every six (6) months to each staff.

5. Facilitating compliance

- i. Taxpayers must be found
 - Efficient data collection methods
 - Ensure entering correct and accurate data to the software system
 - Induce the tax payers to take valuation reports
 - Promote voluntary submission of documents for assessment
- ii. Taxes must be collected
 - collection through the banking system
 - direct payment system
 - payments using debit and credit cards
 - payments using an official online portal
- iii. Determine tax liabilities
 - Ensure the collection of revenue in accordance to statutes
 - Introduce tax to the transfer of motor cars
 - Introduce new ways of collecting revenue. E.g.- Pawn brokers, Pharmaceuticals etc.
- iv. Provide adequate taxpayer services

- In the form of information, pamphlets, forms, awareness programs, payment facilities, telephonic and electronic filing, and so on, to make taxpayer compliance as easy as possible.
- v. Keep it simple
 - Simplify the procedures so that the tax administration can then concentrate on its main tasks: facilitating compliance, monitoring compliance, and dealing with noncompliance.
- vi. The taxpayer as client
 - Providing services to taxpayers by providing them clear instructions, understandable forms, and assistance and information as necessary.
- vii. The IT solution
 - No modern tax administration can perform its tasks efficiently without using modern information technology (IT).
 - Among the areas that may be computerized are:
 - (1) Tax payer records and tax collection
 - (2) Internal management and control over resources
 - (3) Legal structure and procedures
 - (4) Systems to non-tax payer compliance costs.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
36,650,000	Taxes on Domestic Goods & Services	2	39,034,757	30,331,359	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	17,160,140	14,616,908	
	Total Revenue Receipts (A)		56,194,898	44,948,267	
	Non-Revenue Receipts				
	Treasury Imprests		31,149,355	29,184,533	ACA-3
	Deposits		2,251,744,382	1,754,057,003	ACA-4
	Advance Accounts		1,626,650	1,806,919	ACA-5/5(a)
	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		2,284,520,387	1,785,048,454	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		2,340,715,285	1,829,996,721	
	Remittance to the Treasury (D)		56,514,970	45,503,747	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		2,284,200,315	1,784,492,974	
	Less: Expenditure				
	Recurrent Expenditure				
23,254,786	Wages, Salaries & Other Employment Benefits	5	22,644,944	26,793,957	ACA-2(ii)
4,468,000	Other Goods & Services	6	4,444,805	3,367,445	
4,307,214	Subsidies, Grants and Transfers	7	4,074,041	164,960	
	Interest Payments	8			

20,000	Other Recurrent Expenditure	9	19,443	48,960	
32,050,000	Total Recurrent Expenditure (F)		31,183,232	30,375,322	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10			ACA-2(ii)
735,000	Acquisition of Capital Assets	11	733,160		
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
	Other Capital Expenditure	15			
735,000	Total Capital Expenditure (G)		733,160		
	Deposit Payments		2,251,744,382	1,754,040,150	ACA-4
	Advance Payments		1,101,236	1,391,700	ACA-5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		2,252,845,618	1,755,431,850	
	Total Expenditure I=(F+G+H)		2,284,762,010	1,785,807,172	
	Balance as at 31st December J=(E-I)		(561,695)	(1,314,198)	
	Balance as per the Imprest Adjustment Statement		(561,695)	(1,314,198)	ACA-7
	Imprest Balance as at 31st December		(561,695)	(1,314,198)	ACA-3

3.2 Statement of Financial Position

Statement of Financial Position As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	15,637,556	14,662,271
Financial Assets			
Advance Accounts	ACA-5/5(a)	3,148,999	3,674,413
Cash & Cash Equivalents	ACA-3		
Total Asset		18,786,555	18,336,684
Net Assets / Equity			
Net Worth to Treasury		3,132,146	3,657,560
Property, Plant & Equipment Reserve		15,637,556	14,662,271
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	16,853	16,853
Imprest Balance	ACA-3		
Total Liabilities		18,786,555	18,336,684

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	39,034,757	30,551,359
Fees, Fines, Penalties and Licenses	17,176,053	14,875,908
Profit		
Non-Revenue Receipts		



Revenue Collected on behalf of Other Revenue Heads		
Imprest Received	31,149,355	29,184,533
Recoveries from Advance	117,500	480,335
Deposit Received	2,251,734,557	1,754,036,559
Total Cash generated from Operations (A)	2,339,212,222	1,829,128,694
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	24,924,757	28,008,837
Subsidies & Transfer Payments	4,074,041	164,960
Expenditure incurred on behalf of Other Heads	205,000	
Revenue Refund	15,913	479,000
Revenue Imprest Settlement to Treasury	56,194,898	44,947,366
Advance Payments	1,000,000	932,500
Deposit Payments	2,251,744,382	1,754,039,650
Total Cash disbursed for Operations (B)	2,338,479,062	1,829,128,694
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	733,160	
Cash Flows from Investing Activities		
Interest		
Dividends		
Divestiture Proceeds & Sale of Physical Assets		
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)		
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	733,160	
Total Cash disbursed for Investing Activities (E)	733,160	
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(733,160)	
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
1002.04.02	Local LiguorThaveren Rent	30,000	30,000	33,339.5	111%

1002.07.02	Stamp Duty on Court Document	6,500	6,500	5,602.1	86%
1003.07.10	Charge From Pawn Brokers	150	150	93	62%
2003.02.29	Registration of Business Name	3,000	3,000	4,165.7	138%
2003.02.30	Taxes on Mineral Products	150	150	129.4	86%
2003.03.06	Other Fine	8000	8000	12,812.6	160%
2003.99.00	Other Receipts	50	50	52.2	104%

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	31,768	32,050	31,183	97%
Capital	500	735	733	100%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6112101	Passenger Vehicle	6,390	6,390		
6112109	Motor Cycles	136	136		
6112201	Office Equipment	1,087	1,087		
6112202	Computer Equipment	3,878	3,878		
6112203	Electrical Equipment	139	139		
6112204	Communication Equipment	459	459		
6112205	Furniture	3,091	3,091		
6112208	Sports Equipment	1.5	1.5		
6112210	Books Periodical & Journals	0.3	0.3		
6112212	Industrial Manufacturing Equipment	1.4	1.4		
6113301	Computer Software	454	454		

3.9 Auditor General's Report**

Auditor General's Report has not been received yet

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
01	Living stranded of the people has been increased	✓		
02	Infrastructure of the Local Authorise areas developed by step by step	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01.	1. No poverty	1.1 – 1.5-	1.Our department collects the Revenue and transfer to Local authorise which are utilized to develop the infrastructure in rural areas			
02.	16. Peace, Justice and strong institutions	16.1	1. Take action immediately against the compliant of Public. 2. Receiving ideas from specialist and take action to eliminate all level bribery or corruption. 3. Implementation facilities of public.			✓
03.	17. Partnerships for the goals	17.1-	1. Conduct awareness program to Public about tax system in our province. 2. Take action to create new statutes to introduce new taxes and system 3.Implement office producer related to computer system. 4. Extend our service through established new regional office and mobile service			

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

- Conducted awareness for
 - General Public
 - Government Servants
 - Lawyers Notary Public
- Implementation of new tax system with Hon.Governors' approval under the section 154 of constitution of Sri Lanka.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	8	7	1
2	Territory	6	5	1
3	Secondary	13	13	2/2
4	Primary	4	3	1

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- Shortage of qualified human resources has been affected the total revenue collection. We have only 04 Assessors for five districts in Northern Province.
- There arrears cannot be covering all arrears of Northern Province. At least another 04 Assessors must be recruited for the province can be achieve the revenue goals.

6.3 Human Resource Development

*Briefly state how the training program contributed to the performance of the institution

- ❖ Increase the revenue through efficient and effectively.

- ❖ Improve the knowledge of Officer and work with transparency justifiable and equates manner.

Chapter 07 -Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Noncompliance	Corrective actions proposed to avoid on-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied	Not Applicable	
1.4	Stores Advance Accounts	Not Complied	Not Applicable	
1.5	Special Advance Accounts	Not Complied	Not Applicable	
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has-been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Not Complied	Not Applicable	
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has-been prepared	Complied		
4.3	The annual Internal Audit plan has-been prepared	Complied		

4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General's terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee have been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provision of the circular and the details of the nominated officer were sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemned articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Complied	Not Applicable	

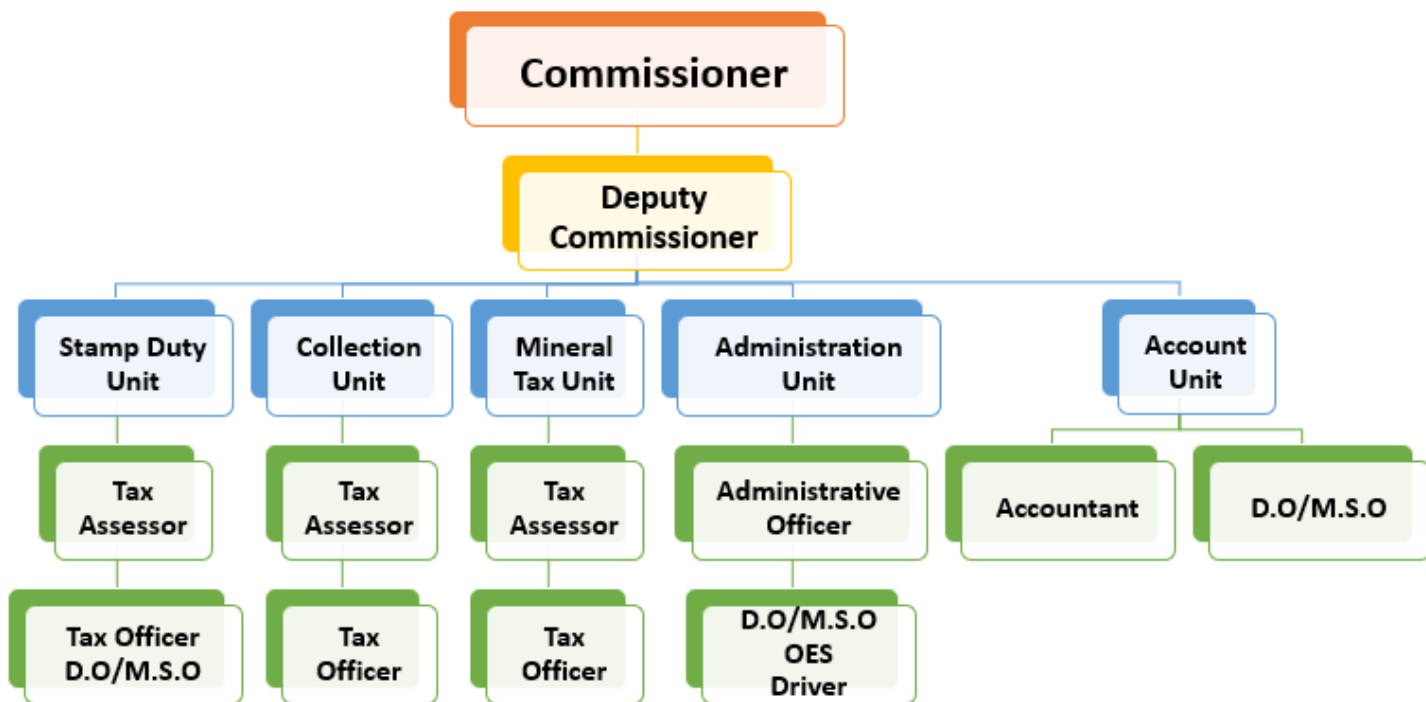


10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for overdone year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account	Complied		
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Complied	Not Applicable	
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Not Complied	Not Applicable	
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Not Complied	Not Applicable	
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			



19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Not Complied	Not Applicable	

3.7 Annexure I – Organization Chart



3.8 Department of Buildings, Northern Province

Expenditure Head No: 430

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Department of Buildings, Northern Province was established in 2007. It is functioning under the Provincial Director, Department of Buildings, Northern Province. The office of the Provincial Director of Buildings, Northern Province is situated at Jaffna. There are five District Offices and four Regional Offices functioning in the Northern Province under the administration of the Department. The Regional Offices and the District Offices are functioning under the Chief Engineers and the Executive Engineers respectively.

The Department undertakes Construction of New Buildings, Renovation and Reconstruction of damaged buildings, Maintenance of Buildings which come under the Provincial Council of the Northern Province and other Government Departments of the Central Government and executes the works to the entire satisfaction of the clients. The Department also undertakes Construction works for Provincial Institution and Central Government Institution funded by various foreign funding agencies.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

To be the most competent institution to provide safer, faster, cleaner and more economic built environment in Northern Province.

b) Mission

To provide expertise services in building construction engineering, procurement and contract administration to government institutions in Northern Province to create well planned, properly designed, environment friendly, cost effective and qualitative infrastructure.

c) Objectives

- i. Ensuring safety aspects and environmentally conducive measures in building construction.
- ii. Maximizing economy, time lines and quality in procurement & construction management resulting in least cost together with the high quality.
- iii. Adhering to prescribed standards and specifications.
- iv. Providing fair, equal and maximum opportunity for eligible interested parties who involve in construction activities.
- v. Expeditionary execution of Works and delivery of Services.
- vi. Compliance with laws, rules, and regulations to ensure good governance.
- vii. Adaptation of advanced technologies to cope up with current and future trends.

1.3. Key Functions

Design	i. Carryout stakeholder consultation and identify the client's needs. ii. Conduct investigation, designs and prepare drawings, bills of quantities, specifications, rate analysis and estimates.
Procurement	i. Prepare Bidding Documents & carryout Procurement.
Supervision	i. Carryout Contract Administration ii. Carryout quality control and quality assurance iii. Introduce modern techniques wherever appropriate. iv. Arrange or training/ exposure programs to technical staff v. Carryout general administration of Buildings Department

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

Chief Secretary's Secretariat, Northern Province

Provincial Directors' Office (Consist of Design, Contract, Admin, & Accounts branches)

Main Divisions are

- Chief Engineers Office – Jaffna, Kilinochchi, Mannar & Vavuniya
- Executive Engineers Office – Jaffna, Kilinochchi, Mannar, Vavuniya & Mullaitivu

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

- ❖ Criteria Based Grant (CBG)
- ❖ Provincial Specific Development Grant (PSDG)
- ❖ Recurrent Imprest
- ❖ Deposit work Fund
 - Nearest School is the Best School Project (Provincial School)
 - Nearest School is the Best School Project (National School)
 - Nearest School is the Best School Project (Provincial School) PMU
 - Line Ministry of Education other funds (CF, CF-1000)
 - Line Ministry-Ministry of Provincial Council, Local Government & Sports works
 - President fund work
 - Department of Animal Production & Health
 - Department of Fisheries and Aquatic Resources
 - Kachcheri works
 - Budget proposal – IM
 - MRC Special fund
 - MJF
 - University Fund

1.3 Details of the Foreign Funded Projects (if any) –

Name of the Project	Donor Agency	Estimated Cost of the Project	Project Duration
Construction work of Language and IT room 40x25 at J/Jaffna Hindu Ladies College.	GEMP	14,145,000.00	2023 (Terminated)
Renovation of Provincial Development center 140x40 at Kantharmadam saivapragasa vidyalayam.	GEMP	14,950,000.00	2023-2024 (Extended)
Special Education Resource Unit at J/Pandatharippu Hindu college.	GEMP	-	2023-2024 (Extended)
Construction of Maths lab at Mu/Vattapalai Maha Vidyalayam.	GEMP	17,185,400.00	2023(Completed)
Construction work of maths lab (40x25) at MA/Vaddakandal G.T.M.S.	GEMP	15,000,000.00	2023-2024 (Extended)
Construction of Three Storied Technological Faculty at J/Kokuvil Hindu College.	TEDP	78,500,000.00	2023 (Completed)
Construction of three storied Technological faculty at Kn/Mulankavil M.V.	TEDP	99,618,750.00	2023 (Completed)
Completion of Balance work for Construction of Three storied Technological faculty at Mu/Mallawi Central College.	TEDP	100.6 Mn	2024
Completion of Balance work for Construction of Three storied Technological faculty at Ma/Adampan MMV	TEDP	86.94 Mn	2024
Completion of Balance work to Accident & Emergency unit Building at Base Hospital Chavakachcheri, Jaffna.	PSSP	19,412,000.00	2023 (Completed)



Completion of Male & Female Ward Complex at DH Illavalai.	PSSP	30,590,000.00	023(Completed)
Electrical Work for Store for Modifying as RDHS office at Haealth Village, Pannai.	PSSP	20,145,700.00	2023 (Completed)
Completion of MO Quarters at Divisional Hospital Varany.	PSSP	12,650,000.00	023(Completed)
Completion of the Repair of the Ward Block 02 at Base Hospital , Kayts.	PSSP	7,245,000.00	2023 (Completed)
Completion of the Repair of the Ward Block 04 at Base Hospital , Kayts.	PSSP	7,015,000.00	2023(Completed)
Construction of Gramodaya Health Care Center at Ariyalai.	PSSP	18,400,000.00	023(Completed)
Construction of Gramodaya Health Care Center at Alvai.	PSSP	17,997,000.00	023(Completed)
Construction of OPD Block at DH Veravil, Kilinochchi.	PSSP	56,790,000.00	023(Completed)
Construction of Staff Quarters at DH, Pallai.	PSSP	39,240,000.00	2023(Completed)
Renovation of Chest clinic at DGH Kilinochchi.	PSSP	18,000,000.00	023(Completed)
Construction of Nurses Quarters at DH, Poonakary.	PSSP	34,080,000.00	2023-2024 (Extended)
Construction of Medical officers' Quarters at Akkarayankulam.	PSSP	23,220,000.00	2023-2024 (Extended)
Construction of Primary Medical caring unit at Vannerikulam.	PSSP	32,890,000.00	2023-2024 (Extended)
Construction of Staff & nursing officers' quarters at Divisional Hospital Naddankandal.	PSSP	32,800,000.00	2023 (Completed)
Construction of staff & nursing officers' quarters at Divisional Hospital Kokkilai.	PSSP	37,700,000.00	2023 (Completed)
Construction of Accident & Emergency Unit (Balance work of third floor slab concreting on left wing)	PSSP	54,120,000.00	2023 (Completed)
Construction of Accident & Emergency Unit (Completion of Finishing work in first floor on left wing)	PSSP	91,050,000.00	2023-2024 (Extended)
Construction of Accident & Emergency Unit (Completion of Finishing work in first floor on right wing)	PSSP	69,890,000.00	2023 (Completed)
Construction of Accident & Emergency Unit (Balance work of third floor slab concreting on right wing)	PSSP	55,720,000.00	2023 (Completed)
Renovation and Extension of OPD Building at Sithamparapuram	PSSP	20,000,000.00	Completed
Establishment of Lift Elevator to the Medical Ward Complex at District General Hospital, Mannar	PSSP	30,000,000.00	2023-2024 (Extended)
Construction of Family Medical officer's Quarters at PMCU Kunchukulam, Mannar	PSSP	11,500,000.00	2023 (Completed)
Construction of Medical Laboratory Building in DGH, Mullaitivu.	ISRC		2023-2024 (Extended)
Construction of Two Storied Hospital Building, Pavatkulam DH, Vavuniya.	ISRC		2023-2024 (Extended)
Repair of Ward No.05 & 06 and Labour Room at DGH, Mannar.	Mannar Welfare association, UK	22,159,711.81	2023-2024 (Extended)
Construction of Granary Ware House (200'x60') at Koolamurippu in Mullaitivu District.	CSAIP	137,182,000.00	2023 (Terminated)

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

- ❖ Our department has mainly handled other institutions' building constructions, and repair/ renovate existing buildings works with limited resources and it needs improvement in many ways. But it provides services for construction of new buildings, and repairs/ renovates existing buildings of 112 works. The total works handled about Rs.985.43 Mn. So, I would like to place on utmost my thankfulness of assistance extended to all Chief Engineers and Executive Engineers, and staffs attached to our Institutions in the course of my administration during the Year 2023. While thanking them sincerely I look forward for their unstinted supports and dedication in future.
- ❖ The achievements of the Department during the year 2023 are reviewed against constraints and setbacks together with comments and suggestions for future improvement of the Department. Further improvements can be achieved by adapting the followings;
 - Improving quality control by improving laboratory facilities.
 - Prepare detail Architecture drawings and Structural designs with modern and environment friendly features.
 - Ensure safe and comfort access to the buildings by considering special needs public.
 - Maintain material sustainability and eco-friendly construction by accommodating green building concepts.
 - Improve office buildings and welfare with modern facilities by considering comfort level of staff.
 - Update skill level of staff by motivating officials and conducting capacity development in an effective way.
 - Improve service delivery system of human resources by sharing the workloads and restructure for easy work handling.

Also looking forward to improve in many ways to achieve our goals by motivate our staff and ease our bottlenecks and restraints to improve capacity of the department to accommodate future needs.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance For the period ended 31st December 2023

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts(A)				
	Non-Revenue Receipts				
	Treasury Imprests		272,872,367	279,502,068	ACA-3
	Deposits		189,375,219	259,846,168	ACA-4
	Advance Accounts		6,737,936	7,780,468	ACA5/5(a)



	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		468,985,522	547,128,704	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) =(A)+(B)		468,985,522	547,128,704	
	Remittance to the Treasury (D)		7,719,746	20,566,283	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		461,265,776	526,562,421	
	Less: Expenditure				
	Recurrent Expenditure				
138,000,000	Wages, Salaries & Other Employment Benefits	5	127,869,952	133,313,889	ACA-2(ii)
35,164,000	Other Goods & Services	6	32,679,290	25,154,849	
750,000	Subsidies, Grants and Transfers	7	717,218	731,979	
	Interest Payments	8			
300,000	Other Recurrent Expenditure	9	295,627	199,197	
174,214,000	Total Recurrent Expenditure (F)		161,562,087	159,399,915	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10		2,040,780	ACA-2(ii)
28,569,361	Acquisition of Capital Assets	11	28,566,560	2,903,569	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
	Other Capital Expenditure	15			
28,569,361	Total Capital Expenditure (G)		28,566,560	4,944,349	
	Deposit Payments		230,645,932	325,733,557	ACA-4
	Advance Payments		4,612,154	6,619,201	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		235,258,086	332,352,758	
202,783,361	Total Expenditure I=(F+G+H)		425,386,733	496,697,021	
	Balance as at 31st December J=(E-I)		35,879,043	29,865,400	
	Balance as per the Imprest Adjustment Statement		35,879,043	29,865,400	ACA-7
	Imprest Balance as at 31st December		-	-	

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	313,240,998	280,125,889
Financial Assets			
Advance Accounts	ACA-5/5(a)	10,740,785	12,866,567
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		323,981,783	292,992,456
Net Assets / Equity			
Net Worth to Treasury		(49,948,387)	(89,093,319)
Property, Plant & Equipment Reserve		313,240,998	280,125,889
Rent and Work Advance Reserve	ACA-5(b)		



Current Liabilities			
Deposits Accounts	ACA-4	60,689,172	101,959,886
Imprest Balance	ACA-3		
Total Liabilities		323,981,783	292,992,456

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended 31st December, 2023

Details	Actual	
	Current Year 2023(Rs.)	Previous Year 2022(Rs.)
<u>Cash Flows from Operating Activities</u>	-	-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	36,254	-
Non-Revenue Receipts	1,089,148	(6,211,330)
Revenue Collected on behalf of other revenue Heads	272,872,367	279,502,068
Imprest Received	1,257,716	1,182,358
Recovery's from Advance	164,285,351	200,301,236
Deposit Received	439,540,837	474,774,332
Total Cash generated from Operations (a)		
<u>Less – Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	149,814,067	146,614,695
Subsidies & Transfer Payments	717,219	731,979
Expenditure incurred on behalf of other Heads	59,234	98,162
Imprest Settlement to Treasury	7,719,746	20,566,283
Advanced Payments	3,710,000	4,950,000
Deposit Payments	194,990,303	244,827,970
Refund Revenue	14,488,925	
Total Cash disbursed for Operations (b)	371,499,495	417,789,089
NET CASH FLOW FROM OPERATING ACTIVITIES ©=(a)-(b)	68,041,342	56,985,243
<u>Cash Flows from Investing Activities</u>		
Interest	5,708	8,860
Divestiture Proceeds & Sale of Physical Assets	45,780	427,160
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (d)	51,488	436,020
<u>Less – Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	28,566,559	2,590,651
Expenditure incurred on behalf of other Heads	39526,271	54,830,612
Total Cash disbursed for Investing Activities (e)	68,092,830	57,421,263
NET CASH FLOW FROM INVESTING ACTIVITIES (f)=(d)-(e)	(68,041,342)	(56,985,243)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c)+(f)	-	-
<u>Cash Flows from Financing Activities</u>	-	-
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received (Deposit)	-	-



Total Cash generated from Financing Activities (h)	-	-
Less - Cash disbursed for:	-	-
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Change in Deposit Accounts and Other Liabilities	-	-
Total Cash disbursed for Financing Activities (i)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (j)=(h)-(i)	-	-
Net Movement in Cash (k)=(g)-(j)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

3.4 Notes to the Financial Statements

1. Reporting Period

The reporting period for these Financial Statement is from 01st January to 31st December 2023.

Basis of Measurement

The Financial Statement have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statement are presented in Sri Lankan rupees rounded to the nearest rupee.

2. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period but not consider the taxable period.

3. Recognition and Measurement of Property, Plant and Equipment (PP & E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and cost of the assets can be reliably measured. PP & E are measured at a cost and revaluation model is applied when cost model is not applicable.

4. Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of PP & E

5. Cash and Cash Equivalents

Cash & Cash Equivalents include local currency notes and coins on hand as at 31st December 2023

3.5 Performance of the Revenue Collection

Rs.,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.01.01	Rent on Government building & Housing	-	-	1,056,796.76	
2002.02.02	Interest on Loan APO	-	-	454,056.73	
2003.99.00	Miscellaneous Income	-	-	5,325,006.71	
2006.02.02	Sales of Capital Assets	-	-	45,780.00	



3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	174,214,000	174,214,000	161,562,087	93%
Capital	28,569,361	28,569,361	28,566,560	100%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

Rs. ,000

S. No	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original Final	Original Final		
01	Chief Secretary's Office and Training Centre Northern Province	ORE				
02	Co - Op Employees Commission	ORE	75,6	75.6	75.5	100%
03	Hon. Governor Office	CBG				
04	Council Secretariat	CBG				
05	Chief Secretary's Office and Training Centre Northern Province	CBG	15,118	15,118	15,118	100%
06	PPA Circuit Bungalow Repair	CBG				
07	Department of MDTU	CBG	16,743	16,743	16,743	100%
08	Department of Social Service NP	PSDG	6,953	6,953	6,953	100%
09	Department of Motor Traffic					
10	Department of Health	PSDG	3,003	3,003	3,003	100%
11	Department of Education	PSDG	1,000	1,000	1,000	100%
12	Department of Sports	PSDG	5,410	5,410	5,410	100%
13	Dept CO-OP Development NP	Deposit	4,209	4,209	4,209	100%
14	Department of Fisheries	Deposit				
15	University of Jaffna	Deposit				
16	Auditor's General Office	Deposit				

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9151	Buildings & Structures	225,083	225,083	225,083	100%
9152	Machinery & Equipment	71,513	71,513	71,513	100%
9153	Land	16,644	16,644	16,644	100%
9160	Work in Progress				-

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
01	No of Drawings Issued			46.3%
02	No of BOQs with estimate prepared	100%		
03	Total amount of the Estimates prepared (in Mn)	100%		
04	No of Technical Trainings conducted		84.6%	
05	Total Number of Procurements executed and assisted	100%		
06	Total worth of Procurements executed and assisted	89.1%		
07	No. of Progress review meetings held / Participated			10%
08	Overall physical progress of works in %		99.5%	
09	Overall financial progress of works in %		59.3%*	
10	No of Audit quarries answered	N/A		
11	No of AMC meetings held	100%		
12	No. of Dispute Resolution processes are being executed	N/A		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	2: End hunger, achieve food security and improved nutrition and promote sustainable agriculture	2.1-2.5	Worth of projects in Million LKR		56%*	
2	4. Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	4.1-4.5	Worth of projects in Million LKR		56.7%*	
3	9.: Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation.	9.1: 9.4	Worth of projects in Million LKR		65.7%*	
4	11. Make cities and human settlements inclusive, safe, resilient and sustainable	11.c.	Worth of projects in Million LKR		57.2%*	
5	12. Ensure sustainable consumption and production patterns	12.7:	Number of Procurements			100%

* The percentages reflect the ratio of certified amount with estimated project amount. If the certified amount compared with the released imprest the percentages will be higher than the elaborated. Since the imprest couldn't be realised timely due to the current crises we couldn't achieve the targets.

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievements

- The Department supervised 112 projects worth of 985.43 Mn rupees in the year through its regional and district offices.

Challenges:

- Due to finance management circular 03/2022 to suspend the work affected project performance.
- Delays in receiving imprest due to the economy crises slowdown the performance of the contractors and caused cash flow issues to them. this made the progress far behind the schedule.
- Human Resource issues as elaborated in chapter 06 cause challenges to achieve targets.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies/ (Excess) ***
01	Senior	22	20	02
02	Tertiary	16	05	11
03	Secondary	113	106	08
04	Primary	44	26	18

6.2 ***Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- ❖ Seniority level vacancy as per approved cadre is 01 Deputy Director and 01 Engineer in Provincial Director's Office and Chief Engineer's Office in Mannar District. No one is appointed to full fill this carder. Therefore, we are facing difficulties to manage whole office system.
- ❖ Tertiary level out of 11 approved cadres of Technical Officers (Special grade), 02 cadres is available at the department. Hence, Head offices and regional offices are executing their works with the less experienced / newly recruited grade III Technical Officers, causing unnecessary delays. At this level, 05 Administrative Officer cadres were approved. But 03 cadres were filled out of 05. Two regional offices are functioning without qualified Administrative Officers. Cause of that we are facing difficulties in the administration.
- ❖ Secondary level Technical Officer (Civil) 06 cadre, Laboratory Technician 02 cadre, Management Service Officer 03 cadre and Work supervisor 02 cadre not filled and due to that we are unable to manage the works with quality assurance procedure.
- ❖ At Primary level Drivers 03 cadre, Office employee Service 01 cadre and Department Labourer 14 cadre are not filled due to that we are facing difficulties in the office management and operating procedures.

6.3 Human Resource Development

S.No	Name of the Program	No. of staff trained	Duration of the Program	Total Investment (Rs.'000)		Nature of the Program (Abroad/ Local)	Output/ Knowledge Gained★
				Local	Foreign		
01	2 nd language in Sinhala	44	25Days			Local	Knowledge gained
02	Store Management	01	01 Day			Local	
03	English Conversation	01	01 Day			Local	
04	Internal audit guidelines	03	02 Day			Local	
05	Effective office assistance	03	02 Day			Local	
06	Induction training	01	10 Days			Local	
07	RTI Act	08	02 Days			Local	
08	Report writing English	01	02 Days			Local	
09	Vehicle administration and maintenance	01	02 Days			Local	Knowledge gained
10	Project proposal writing	02	02 Days			Local	Knowledge updated
11	Salary Conversion	05	03 Days			Local	Knowledge gained
12	Cloud computing	01	02 Days			Local	
13	Leadership and Team Building	02	01 Day			Local	Knowledge updated
14	Office System & Procedure	03	02 Days			Local	
15	CIGAS	01	03 Days			Local	
16	Disciplinary Procedure	08	02 Days			Local	



17	Maintenance of Personal File	11	02 Days		Local	Knowledge gained
18	Contract Management SBD- I	12	03 Days		Local	Knowledge updated
19	Contract Management SBD- II	07	06 Days		Local	
20	Contract Management SBD- III	09	02 Days		Local	
21	Total Station	10	01 Day		Local	Knowledge gained
22	CIPPCA	03	30 Days		Local	
23	Variations	18	02 Days		Local	
24	Quality Assurance in Civil Works	11	05 Days		Local	
25	Auto CAD (2D & 3D Design)	10	05 Days		Local	
26	Method of Measurement	12	01 Day		Local	Knowledge updated
27	Price Escalation	19	02 Days		Local	
28	Board of Survey Loss & Write Off	05	02 Days		Local	Knowledge gained
29	Levelling Theory	07	02 Days		Local	Knowledge updated
30	Good Governance	03	02 Days		Local	Knowledge gained
31	Conflict Management & Negotiation	03	01 Day		Local	
32	Advance Techniques in M.S Word & Excel	15	04 Days		Local	Knowledge updated
33	Productivity Concepts	02	01 Day		Local	
34	Data base management system	01	05 Days		Local	Knowledge gained
35	Power & Functions of Provincial Council System	03	03 Days		Local	Knowledge updated
36	PC Maintenance	05	04 Days		Local	Knowledge gained
37	Basic Electrical Installation & Plumbing	07	02 Days		Local	
38	Positive Thinking	03	01 Day		Local	

*Contribution to the institution/ public from the capacity building program/ Changes taken after training. Capacity building programs enhances their knowledge, update themselves and facilitate to carry out their official duties.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/ accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		



2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	N/A		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	N/A		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		

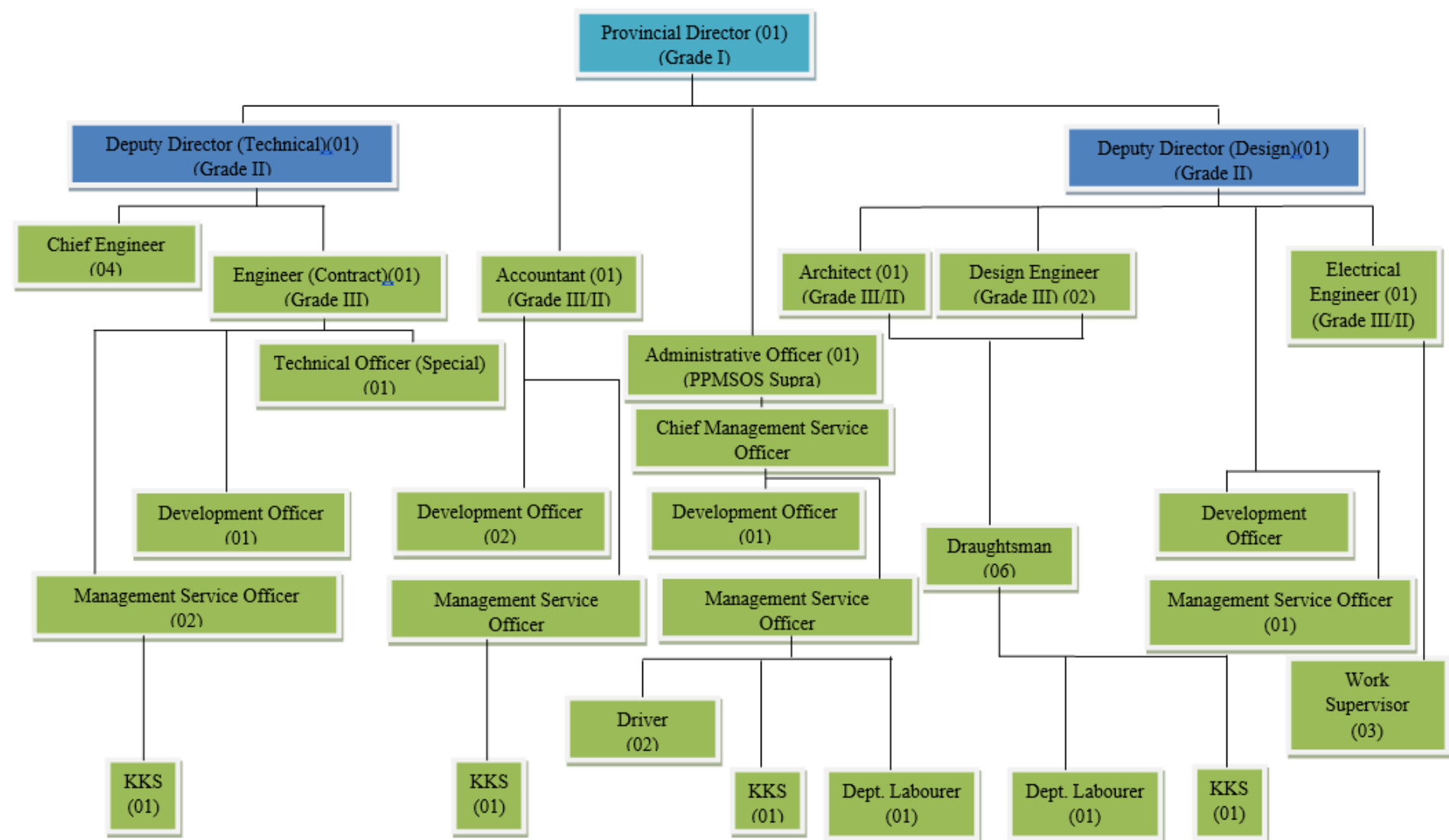


8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	N/A		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	N/A		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub Imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub Imprests had been issued exceeding the limit approved as per F.R. 371	N/A		
14.4	The balance of the Imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		



16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

3.8 Annexure I – Organization Chart



DEPARTMENT OF BUILDING

3.9 Provincial Internal Audit Unit

Expenditure Head No: 420 – 3 - 6

Chapter 01 - Institutional Profile/Executive Summary

1.1. Introduction

This office had been established consequent to the devolution of powers similar to the Comptroller and Chief Auditor established in the State Government of India under the Indo-Sri Lanka pact of 1987. The head of this institution was designated as Comptroller and Chief Auditor up to 2000. This designation was changed later as Deputy Chief Secretary- Audit and it was in force up to September 2007. At present the Head of the institution is designated as 'Chief Internal Auditor'.

The Northern Province demerged from North East Province in December 2006 and started functioning separately from 1st January 2007.

The Hon. Governor under the provisions in Section 32 of the Provincial Councils Act No.42 of 1987 appoints the Chief Internal Auditor of Provincial Internal Audit office as a Head of the Institution.

Moreover, Northern Provincial Council had established the Provincial Internal Audit to assist the Hon. Governor and the Chief Secretary in the discharge of accountability responsibility of the Northern Provincial Council by way of reviewing the systems and controls and documentation in order to ensure the proper accounting of Public Funds Economically, Efficiently and Effectively.

The head office and sub-offices of the office of the Provincial Internal Audit is engaged in the audit of NPC Institutions under the Northern Provincial Ministries, Departments and Local Government bodies under the supervision of Chief Internal Auditor. There are also five Regional Audit units at Jaffna, Killinochchi, Mullaitivu, Vavuniya and Mannar districts. Five District Audit Officers are appointed as Officers In-Charge of those five district audit sub offices and are responsible for the audit of the departments and Local Government bodies in the respective regions where they are located. This decentralization has helped to ensure an effective audit investigation and reduce the delay in audit functions.

The objective of the Provincial Internal Audit is to assist the Chief Accounting Officer to discharge the accountability responsibility thrust upon him by the Provincial Councils Act.42 of 1987 in a proper manner within the policies, objectives, rules and regulations designed and adopted by the Government, Provincial Council, Hon. Governor and Chief Secretary to ensure Economy, Efficiency and Effectiveness in the usage of resources by the Provincial Ministries and Departments and other relevant Institutions for the benefit of the public of Northern Province.

To achieve the results of the objectives of the Provincial Ministries and Departments of the Northern Provincial Council, efficient systems and controls are required and to ensure implementation of these aspects, the Provincial Internal Audit reviews the systems and controls designed for the Administrative and Financial transactions of the Provincial Ministries, Departments, and Local Government bodies under the purview of the Northern Provincial Council.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

Aim to achieve prosperity with sustainable development through proper implementation of good governance to fulfill the aspiration of the Northern people.

a) Mission

Contribution to the Development of the Province by evaluating the efficiency and effectiveness of the economic transactions, safeguarding the assets created, and assessing the adequacy of the Procedures and systems.

b) Objectives

- ❖ To ensure better Financial Management to achieve the planned activities of the Northern Provincial Ministries, Departments, and Local Authorities.
- ❖ Assisting to ensure the achievement of the objective of the Northern Provincial Ministries and Departments within the resources made available.
- ❖ Assisting in the establishment of better systems and controls in the Provincial Ministries and Departments to enable to prevent frauds, manipulation, wastage of resources and mismanagement of funds of the Northern Provincial Council.
- ❖ Advice all Northern Provincial Ministries, Departments and Local Authorities to adopt a formal system of internal control over the financial operation and carry out a continuous review of the system of internal check designed to ensure better internal control and ascertain whether those systems and controls are adequate and effective to prevent the occurrence of errors and frauds.
- ❖ Ensure that all the physical and financial resources of NPC are utilized for optimum results in terms of the budget and standards prescribed and thereby to obtain "Value for Money " being expended.

1.3. Key Functions

- ❖ Assist the management to perform the financial management and to make the financial policy by following the existing laws and regulations.
- ❖ Reviewing the systems and controls adopted and also the books, records and documents maintained in respect of administrative and financial functions of the Provincial Ministries, Departments, and Other Institutions.
- ❖ Ensure maximum utilization of the Resources.
- ❖ Ensure that all payments made by the Departments are supported by vouchers prepared accurately and completely, and that all expenditures incurred are properly authorized, approved, and certified by appropriate authorities and paid to the appropriate parties.
- ❖ Ascertain that the monthly and annual accounts required to be rendered by the Provincial Ministries and Departments in terms of regulations are prepared regularly and rendered on the due dates.
- ❖ Ascertain the effectiveness of the system of internal control adopted in preventing as well as detecting fraud, waste, idle capacity and extravagance.
- ❖ Ascertain whether reciprocal value had been received for money expended.
- ❖ To verify that assets acquired have the specified quality and the performance of those assets are comparable and not below the standards prescribed.
- ❖ Verify the existence, ownership, valuation and usage of assets acquired.

1.4. Organizational Chart – Annexed

1.5. Departments under the Ministry/ Main Divisions of the Department

- ❖ Head Office
- ❖ Provincial Internal Audit sub office – Jaffna
- ❖ Provincial Internal Audit sub office - Vavuniya
- ❖ Provincial Internal Audit sub office - Killinochchi
- ❖ Provincial Internal Audit sub office - Mullaitivu
- ❖ Provincial Internal Audit sub office - Mannar

1.6. Institutions/Funds coming under the Ministry/Department/Provincial Council - Nil

1.7. Details of the Foreign Funded Projects (if any) - Nil

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements

- ❖ 130 routine audit reports had been issued during the year 2023 in regard to the auditee institutions i.e. Governor's Secretariat, Provincial Public Service Commission, Council Secretariat, Chief Secretary's

Cluster, Provincial Ministries, Departments and Local Authorities.

- ❖ Audit & Management Committee meetings are now being quarterly conducted satisfactorily for the Governor's Secretariat, Provincial Public Service Commission, Provincial Council Secretariat, Chief Secretary's Cluster, Provincial Ministries, Departments and Local Government Bodies in terms of Management Audit circular No.DMA/01-2019 issued by the Management Audit Department of General Treasury.
- ❖ Necessary guidance and support were provided to establish Internal Audit Units in Governor's Secretariat, Provincial Public Service Commission, Council Secretariat, Provincial Ministries, Departments and all Local Government bodies.
- ❖ Four Provincial level Audit & Management Committee meetings for the year 2023 had been conducted successfully by this office in terms of National Audit Act, No.19 of 2018.
- ❖ Necessary follow up actions have been taken in connection with the issues discussed at Committee on Public Accounts with regard to the matters of Northern Provincial Council which are pointed out by the National Audit office
- ❖ Statement indicates the progress of Provincial audit observations with relevant to the auditee institutions which are coming under the purview of Northern Provincial Council administration is prepared and submitted quarterly to the Office of the Deputy Chief Secretary (Finance) in order to submit to Ministry of Provincial Councils & Local Government for the year 2023.
- ❖ During the year under review, as ordered by Hon.Governor of Northern Province and Chief Secretary of Northern Provincial Council, 09 special audit reports were prepared and submitted to the relevant officials.
- ❖ Ensure follow up actions are being taken satisfactorily by the Governor's Secretariat, Provincial Public Service Commission, Council Secretariat, Provincial Ministries, Departments and Local Authorities in regard to the matters pointed out in the Auditor General Department's routine audit reports and audit queries and also in regard to the matters pointed out in Committee on Public Accounts.
- ❖ 32 evaluation (status) reports (including Northern Provincial Council fund account) for Governor's Secretariat, Provincial Public Service Commission, Council Secretariat, Provincial Ministries, Departments and Local Authorities were submitted with the co-ordination and supervision of our office during the evaluation of the financial control and performance in respect of State institutions, Provincial Councils and Local Government Authorities by the computer based Management Information System (Key Performance Indicators (KPI)) for the year 2021 introduced by the Committee on Public Accounts of Parliament of Sri Lanka.
- ❖ In terms of Right to Information Act and Regulations, three requests had been submitted to this office and all four had been attended satisfactorily during the year under review.
- ❖ As per the guidelines given by the National Productivity Secretariat and as per the instructions given by the Chief Secretary of Northern Provincial Council, for the betterment of effective and efficient office system, following key tools were proposed and satisfactorily implemented to vitalize the office management system in accordance with the productivity and 5s techniques.
 - Develop the Strategic Plan.
 - Preparation job description.
 - Preparation of job manual.
 - Preparation of skills diagram.
 - Appointment of Ombudsman.
 - Implementation of Suggestion box.
 - Periodically proceed the monthly staff meetings.
 - Implement the mobile technology called "viber group" for the officers of this office via mobile phones for sharing the necessary official matters and information.

- Ensure the participation as a member in Union of green productivity and Knowledge Sharing Committee of Chief Secretary's Cluster of Northern Provincial Council.
- ❖ Vehicle Maintenance, expedites the process of the registration of vehicles of Ministries & Departments of Provincial Council under the name of Chief Secretary.
- ❖ Expedite the process of action of idle Vehicles, Process of Claiming insurance of accident vehicles, fuel test Process of Vehicle of Provincial Department & Ministries.
- ❖ Assisting to record the Motorcycles issued to PHI, PHM and other Officers under the RDHS under the purview of Northern Province.
- ❖ Identifying the defects of the Maintenance Road Works and new Construction works of the Department of Road Development and finding Solutions to rectify the defects.
- ❖ Over payment for the not doing activities of Road works recovered and reduced the overpayment in future.
- ❖ Reports (draft, final, management and financial) prepared and submitted to **General** Audit in time.

7. Outputs & outcomes gained

- ❖ Errors, negligence, fraud or manipulation of records, extravagance and mismanagement of funds had been brought under control.
- ❖ Certain negligence, fraudulent payments and inadequate procurement procedures had been reduced.
- ❖ Considerable amount of money had been recovered on account of irregular, over payments and non-receivable revenues.
- ❖ Money kept in current accounts were transferred to term deposits and obtain interest in this regard.
- ❖ The irregularities pointed out in capital works had also been brought under control.
- ❖ Audit & Management Committee meetings which were not existed earlier are now being quarterly conducted satisfactorily.
- ❖ Meaningful actions had been taken by the authorities concerned to utilize the established assets for intended purposes i.e., quarters, sales shops, markets, etc. which were found as idled earlier.
- ❖ Quite number of improvements had been occurred in the departmental financial & administrative regulations and prevailing systems.
- ❖ Overall heavy burden of National Audit Office in regard to administrative and financial matters of Northern Provincial Council had been reduced.
- ❖ Overall noteworthy improvements have been adopted in the internal control systems in all auditee institutions functioning under Northern Provincial Council administration.
- ❖ Improvements were made in following ways regarding increasing income.
- ❖ To identify new income streams.
- ❖ To recover / reduce outstanding balance of revenue.
- ❖ To reassess already found sources of income.
 - Eg: Local authorities
 - Dept. of Land
- ❖ The system had been streamlined to utilize the large amount of idling money kept in the school development account of the schools all over the Northern Province. As a result, the idling money under the GEM project had been utilized effectively and enhanced quality & strengthened management of the General Education system during the year under review.

2.2 Challenges

1. Inadequacy of audit staff to carry out sufficient audit of all auditee institutions in all five districts of Northern Province.
2. Non-availability of Technical Officer Cadre to carry out the effective and efficient Technical Audit.
3. At present Provincial Audit sub offices (Except Jaffna sub office) are functioning in several

Government institutions' owned buildings with limited facilities. These facilities are not adequate enough for the smooth & effective functioning of these sub offices. As such if the permanent buildings are provided it would be much appreciated as it will improve the efficiency of the officers of these sub offices.

2.3 Future Goals

Function of this office is a continuous process of appraisal of an organization's operations and evaluation and monitoring of risk management, reporting, and control practices. It is an independent and objective oriented assurance and improve an organization's operations. It helps an organization accomplish its objectives by bringing in systematic and disciplined approach to evaluate and improve the effectiveness of the operations of an organization in totality.

The scope of internal auditing within a Provincial Council organization is broad and may involve topics such as the efficiency of operations, the reliability of financial reporting, deterring and investigating frauds and negligence, safeguarding assets, and compliance with laws, rules and regulations.

Furthermore, Provincial internal audit looks like a professional activity involved in helping governmental organizations to achieve their stated objectives. Subsequent to this Provincial internal audit unit carryout this by utilizing a systematic methodology for analyzing various processes, procedures and activities with the goal of highlighting organizational problems and recommending solutions.

Subsequent to this, several activities and audit techniques are being taken by this office to evaluate risk resources relating to the respective Provincial Council organizations' governance, operations, and information systems regarding the reliability and integrity of financial and operational information, effectiveness and efficiency operations and programs, safeguarding of assets and compliance with laws, rules, regulations, policies and procedures.

Strategic Plan of our office to achieve the future goals is as follows.

Strategic Goal	Strategic Objectives	Expected Outcomes
Ensure the good governance system is in practice within the Northern Provincial Council's Institutions.	01. Ensure the better administrative and financial control systems are in practice within the Provincial Council's Institutions by properly adopting the Financial Regulations, Establishment Code, Provincial Financial Rules and also other circular instructions issued time to time. 02. Assisting in establishment of better risk management control system, other internal control systems and governance processes.	Promoting 3"Es" – Efficiency, Economy and Effectiveness and also the transparency of public administration of Northern Provincial Council.
Assist the Northern Provincial Council Institutions to achieve their stated goals and objectives.	01. Ensure that all physical and financial resources of Northern Provincial Council are utilized for optimum results in terms of budget and standards prescribed and thereby to obtain "Value for Money" being expended. 02. Advice all Northern Provincial Council's institutions to adopt a formal system of internal control over the financial and administrative functions and carryout a continuous review of the system of internal check designed.	01. Make sure the reciprocal value has been received for money expended by the Provincial Council Institutions. 02. Ensure that the top-level management to prevent mismanagement and misuse of all types of resources, wastages, arrest errors, frauds and also corruption.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

- 3.1 Statement of Financial Performance - Not Applicable
- 3.2 Statement of Financial Position - Not Applicable
- 3.3 Statement of Cash Flows - Not Applicable
- 3.4 Notes to the Financial Statements - Not Applicable
- 3.5 Performance of the Revenue Collection - Not Applicable
- 3.6 Performance of the Utilization of Allocation - Not Applicable

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	47,131,000.00	46,581,000.00	43,355,138.00	93.07%
Capital - CBG	500,000.00	1,675,000.00	1,666,229.00	99.47%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as At 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
	Machinery and Equipment	23,799,777.25	23,799,777.25	-	100

3.9 Auditor General's Report: -Not Applicable

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan) -

N.B.:

Being part of the administration of Northern Provincial Council, the Provincial Internal Audit aligns with the strategies, Objectives, and Risks of the administration of Northern Provincial Council and is insightful, proactive, and future focused.

Performance Indicators of Provincial Internal Audit are seen as means of measuring the extent to which it meets its objectives. These objectives are focused on audit specific (i.e., internal) issues but also linked to organization wide (i.e., external) issues.

The Provincial Internal Audit focus on 3Es – Economy, Efficiency and Effectiveness – derived from the standard management framework for meeting objectives by using inputs (resources) to carry out activities that create outputs, outcomes, and effects / impacts.

As a result, the Provincial Internal Audit considers that there are five distinct steps or elements involved in creating a strong and effective KPI. These elements are outlined below:

- Objective** – A clear objective or set of objectives must be created. These indicators must be **Specific, Measurable, Achievable, Relevant, and Time-bound**.
- Indicator** – Indicator(s) that measure achievement of the objectives set. The indicator must be: **Relevant** (Capable of measuring the objective.)
Accepted (By those being measured and those who receive reports of measures.)
Credible (Unambiguous and not overly technical.)
Easy (To monitor)
Robust (Must monitor actual change).
- Data** – Show the extent to which the indicator is being met.

4. **Target** – A KPI without a target, the ultimate desired situations that is both quantified and timed, will do little to influence future performance. Milestones should be set for longer – term targets.
5. **Reporting** – This shows whether the indicator has been achieved or not.

Chapter 05 - Performance of achieving Sustainable Development Goals (SDG)

- Good Governance

N.B:

As per the agenda of United Nations (UN) for Sustainable Development for the period 2015 – 2030 and in terms of circular instructions and guidelines of the Ministry of National Policies and Economic Affairs, Ministry of Finance and Mass Media, National Budget Department and also in accordance with the decisions of cabinet of Ministers of Sri Lanka, for the betterment of people of Northern Province, necessary steps have been identified and action has been taken to examine the following key tools to evaluate the SDGs of respective provincial institution during our routine audit examinations in near future.

- ❖ Awareness of the Agenda - 2030 on Sustainable Development Goals of the United Nations Organization.
- ❖ Preparation of budget estimate based on the three new policy strategies introduced by the Circular No.BD/CBP/4/1/2/2018 of 31 July 2017 by the Department of National Budget.
- ❖ Policy strategies of the institute formulated to achieve the SDGs.
- ❖ Internal Guidelines and circulars issued in respect of implementation of SDGs.
- ❖ Poverty Alleviation Programmes (If Applicable).
- ❖ Responsibilities of provincial institutions in connection with the implementation programmes for SDGs.
- ❖ Implementation of proper monitoring system in reaching SDG targets of respective provincial institution.
- ❖ Management of physical resources presently available in provincial institution for the achievement of the sustainable development goals.
- ❖ Methodology for the involvement of the staff.
- ❖ Methodology for cooperating with other government / private institutions / civil societies.
- ❖ Implementation of system for risk of failure.
- ❖ Methodology implemented for the verification of the accuracy of data for achieving SDGs.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess) **
1	Senior	02	02	-
2	Territory	01	01	-
3	Secondary	47	52	(05)
4	Primary	09	04	05

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

As per cadre approval, out of six, at present there are only two office Employees are existing in our office. Out of this two, one is head office and other is deployed at Vavuniya sub office respectively. In this connection Jaffna, Kilinochchi, Mannar and Mullaitivu sub offices are functioning without any Office Employees. As a result of this the staffs attached to these offices are finding it difficult to carry out their day-to-day duties smoothly and efficiently. If this shortage was lessened, the overall day to day performance of this office would be increased.

6.3 Human Resource Development

S.	Name of	No. of	Duration	Total Investment	Nature of the	Output / Knowledge



No	the Program	staff trained	of the program	(Rs'000)		Program (Abroad/Loca l)	Gained*
				Local	Foreign		
01	CIGAS	01	05	Not Applicable. (Conducted by MDTU – N.P.)	Local	These programmes are very helpful to achieve the Mission, Vision and objectives of this office.	
02	Techniques in MS office	06	04				
03	Digital Content Creation	01	02				
04	Project Proposal Writing	03	3 1/2				
05	Introduction to Project Management	02	02				
06	Benefits & privileges of public officers	01	01				
07	Maintenance Personal File	07	01				
08	Salary conversion	07	02				
09	Vehicle Management Techniques	02	01				
10	Accrual Basic Accounting	01	01				
11	Board of Survey Losses and Write Off	11	01				
12	Price Escalation	07	02				
13	Graphics Designing	01	02				
14	Pension Procedure	01	03				
15	Conflict Management of Negotiation Skill	08	01				
16	Introduction of National Audit Act	07	02				
17	Good Governance	05	01				
18	Procurement Procedure	37	04				
19	Sinhala language	02	25				
20	Advance Techniques in Ms Word & Excel	02	2 1/2				
21	Government Payroll System	01	05				
22	Store Management	01	01				
23	5S	01	01				
24	Method of Measurement	01	03				
25	Establishment code 1 & Procedural Rules	03	03				
26	Induction Training -DO	01	10				
27	Quality Circles and Kaizen	02	01				
28	Family work Balance & Parental Skill	06	01				
29	Green Productivity	01	01				
30	CIPPCA	04	6Months				

Chapter 07 -Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Not Applicable		
1.2	Advance to public officers account	Not Applicable		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		



1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and up date	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Not Applicable		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Not Applicable		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation134(2)) DMA/1-2019	Complied		

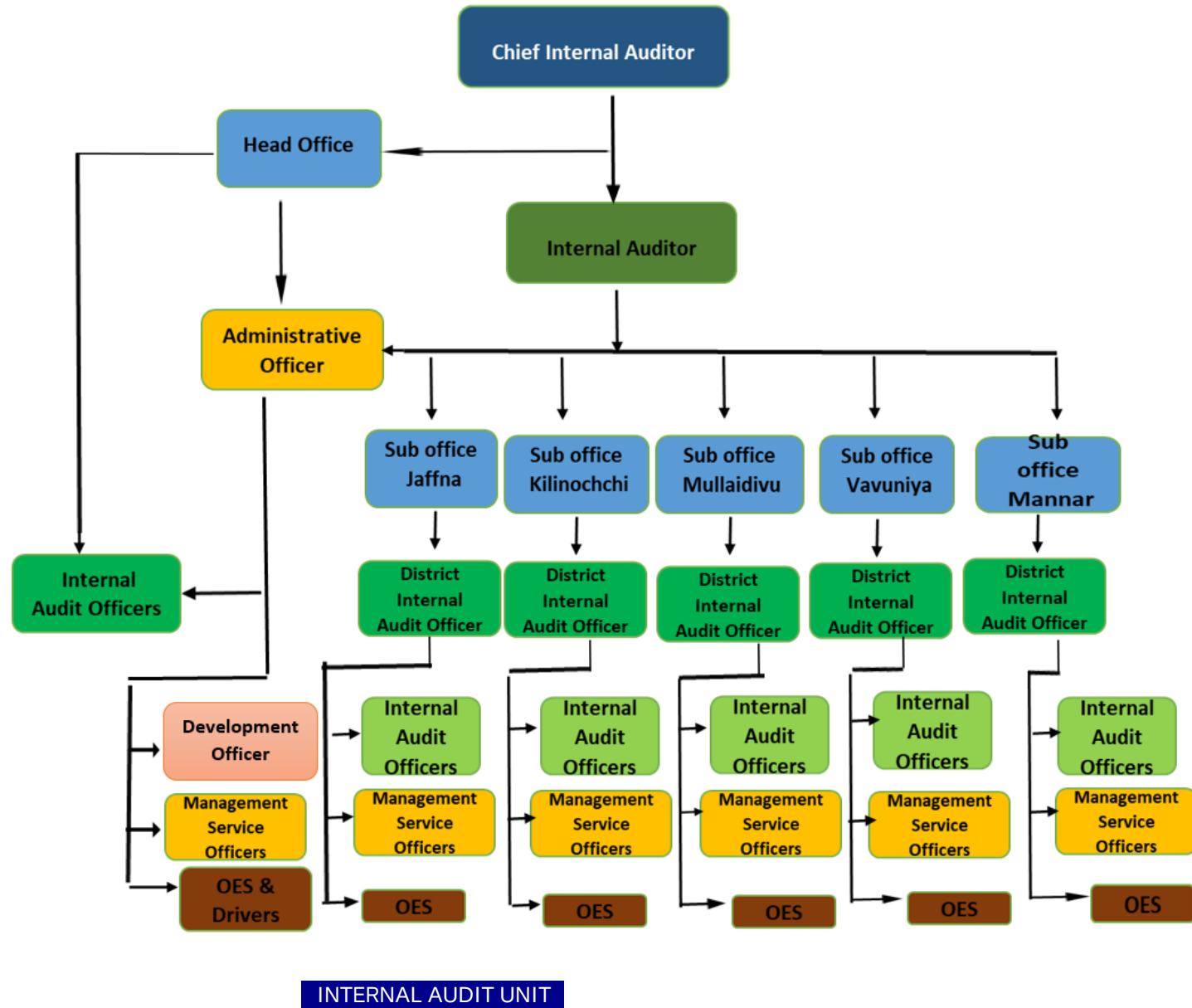
6.2	All the internal audit reports have been replied within one month	Not Applicable	Several relevant auditee institutions need more time to verify the physical balance / recoveries / other malpractices, etc. to provide the final answer.	Necessary instructions Have been issued at the time of Audit & Management Committee Meetings and / at the time of discussions with relevant officials.
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee hasbeen held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office interms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date interms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Not Applicable		



10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Not Applicable		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Not Applicable		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Applicable		
13.2	The control register for general deposits had been updated and maintained	Not Applicable		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Not Applicable		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Not Applicable		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Not Applicable		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Not Applicable		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Applicable		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section	Complied		

	08 and 10 of the RTI Act			
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Not Applicable		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Not Applicable		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		Necessary action has also been taken to implement P.A.Circular No.02/2018 & 02/2018(I) Necessary action has also been taken to implement P.A.Circular No.02/2018 & 02/2018(I)
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Not Applicable		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not Applicable		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Not Applicable		

3.9 Annexure I – Organization Chart





4.0

Ministry of Finance & Planning, Law & Order, Lands, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic & Transport

- 4.1 Ministry of Local Government
- 4.2 Department of Local Government
- 4.3 Department of Provincial Land Commissioner
- 4.4 Department of Rural Development
- 4.5 Department of Road Development
- 4.6 Department of Motor Traffic



4.1 Ministry of Finance, Planning & Local Government, Northern Province

Expenditure Head No: 410

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Northern Province embraces five districts namely Jaffna, Kilinochchi, Mannar, Mullaitivu and Vavuniya. It covers an area of 8,848.21 sq.km around 13.22% of the total land area of the island. This region has a forest cover of 1,981.30 sq.km. Inland water covers 302.90 sq.km.

The government is committed to reorient and enrich the local government system as the 3rd tier of the government structure of the country, and launched a multi-pronged strategy to implement local government reforms as well as relief, rehabilitation and reconstruction programs in line with the modern local government concept. Every effort will be made to realize the potential of the 13th amendment to the Constitution, Provincial Council Act and the Local Authorities Ordinances and Acts together with 7th schedule, which provide for more devolution and responsibilities to the local authorities.

It is expected to achieve people's aspirations and rural development through the unified administrative mechanism and process at the local level.

Active public participation and acceptance are very important in development activities, particularly women and youths play a very vital role in enhancing the capacity of the rural society. In order to improve the rural economy, the local bodies and industrial sectors and Community based Organizations' support livelihood activities.

Besides, the life condition of the vulnerable and needy people of the community is enhanced and up lifted by the Housing Projects, financial assistance and the moral support programmes, and which helps them getting care, acceptance and equal opportunities in the society.

The housing sector helps restoring sustainable living conditions at their native places through shelters for all vulnerable, war affected and low-income families in Northern Province. In addition, tourism sector provides the opportunities to improve the Living standards of the local community through tourism development.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

"Achievement of Prosperity with Sustainable Development through Good Governance"

b) Mission

Create and sustain a conducive and administrative environment, legal framework and Good Governance and Development to ensure norms and standards of social development of people of Northern Province.

c) Objectives

- ❖ Institutional capacity development and good governance.
- ❖ To provide best environment and opportunities for the people to achieve a standard of living and social status.
- ❖ Coordination and monitoring of the activities of the agencies under the ministry.
- ❖ Issuing guidelines and instructions to the agencies under the ministry.
- ❖ Strengthened institutions with physical and human resources.
- ❖ Improved small & medium scale infrastructure facilities and community development.

1.3. Key Functions

- ❖ Ensure efficient and effective office administration and effective financial management of the ministry.
- ❖ Ensure the establishment matters such as appointment, confirmation, transfer, disciplinary and retirement of departmental staff under purview of the ministry.
- ❖ Functioning as chief accounting officer for the departments under the ministry.

- ❖ Coordination and facilitation of Tourism Bureau and Road Passengers' Transport Authority of Northern Province.
- ❖ Preparation and implementation of PSDG, CBG & Line Agencies works of the ministry.
- ❖ Guiding to prepare the annual implementation plan for all source of funds under the institutions of the ministry and monitoring the implementation.
- ❖ Ensure the implementation of the provision under the national audit act.
- ❖ Coordinating the matters of local authorities referred by the commissioner of local government with Hon. Minister / Hon. Governor.

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

1.5.1 The ministry includes the following departments. They are,

- a) Department of Local Government
- b) Department of Provincial Land Commissioner
- c) Department of Motor Traffic
- d) Department of Rural Development
- e) Department of Road Development

1.5.2 The ministry includes the following statutory bodies too. They are,

- a) Northern Provincial Road Passengers' Transport Authority.
- b) Tourism Bureau of Northern Province.

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

Consolidated Fund (PSDG, CBG) coming through the Deputy Chief Secretary – Finance (Provincial Treasury)

1.7. Details of the Foreign Funded Projects (if any) - Not applicable

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievements, Challenges and Future Goals (To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

- ❖ Received the Commendation Certificate for Best Annual Reports and Accounts Awards for Public Sector for the year of 2023.
- ❖ Sound System has been purchased under the CBG.
- ❖ 18 Nos Housing Projects have been completed under PSDG

2.2 Challenges

- ❖ Economic Crisis
- ❖ Lack of fund allocations in the Provincial Council.
- ❖ Delay in getting imprest.
- ❖ Lack of Coordination & Support by beneficiaries / public in implementation of projects.
- ❖ Lack of Coordination & Support by the project constructors during the construction.
- ❖ Lack of proper transport & Communication facilities in implementation of projects at District level.
- ❖ Limited estimates of funds are the main obstacles to maintain the office.
- ❖ Delay in getting information in the fields.
- ❖ Hindrance in accessibility of project sites.
- ❖ Unexpected price fluctuation.
- ❖ Lack of vehicle facilities for field supervision

2.3 Future Goals

- ❖ Providing continuous guidance and supervisions to the institutions, which come under the ministry.

- ❖ Maximum Completion of Continuation/follow-up works.
- ❖ Increasing the Capacity building of the officers through local and foreign trainings.
- ❖ Making sure the efficient and effective office administration.
- ❖ Assisting the effective financial management of the ministry.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
-	Income Tax	1	-	-	ACA-1
-	Taxes on Domestic Goods & Services	2	-	-	
-	Taxes on International Trade	3	-	-	
-	Non-Tax Revenue & Others	4	-	-	
-	Total Revenue Receipts (A)		-	-	
	Non-Revenue Receipts		-	-	
-	Treasury Imprests		135,113,383.00	108,755,548.00	ACA-3
-	Deposits		2,649,346.00	2,714,276.00	ACA-4
-	Advance Accounts		4,395,324	5,968,801.00	ACA-5
-	Other Main Ledger Receipts		-	-	
-	Total Non-Revenue Receipts (B)		142,158,053.00	117,438,625.00	
-	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		142,158,053.00	117,438,625.00	
-	Remittance to the Treasury (D)		1,842,000.00	2,581,867.00	
-	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		140,316,053.00	114,856,758.00	
	Less: Expenditure				
	Recurrent Expenditure				
48,500,000.00	Wages, Salaries & Other Employment Benefits	5	43,560,120.00	44,884,173.00	ACA-2(ii)
11,420,000.00	Other Goods & Services	6	8,299,579.00	7,057,991.00	
13,600,000.00	Subsidies, Grants and Transfers	7	13,066,595.00	11,518,745.00	
-	Interest Payments	8	-	-	
750,000.00	Other Recurrent Expenditure	9	585,121.00	320,944.00	
74,270,000.00	Total Recurrent Expenditure (F)		65,511,414.00	63,781,853.00	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
500,000.00	Acquisition of Capital Assets	11	498,518.00	571,200.00	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
97,000,000.00	Other Capital Expenditure	15	69,816,647.00	45,834,164.00	
97,500,000.00	Total Capital Expenditure (G)		70,315,165.00	46,405,364.00	
	Deposit Payments		3,470,082.00	306,183.00	ACA-4

	Advance Payments		3,190,278.00	5,208,087.00	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		6,660,360.00	5,514,270.00	
	Total Expenditure I=(F+G+H)		142,486,940.00	115,701,487.00	
	Balance as at 31stDeccember J=(E-I)		(2,170,887.00)	(844,729.00)	
	Balance as per the Imprest Adjustment Statement		(2,170,887.00)	(844,729.00)	ACA-7
	Imprest Balance as at 31st December		(2,170,887.00)	(844,729.00)	ACA-3

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	43,761,728.00	42,500,905.00
Financial Assets			
Advance Accounts	ACA-5/5(a)	7,660,629.00	8,865,675.00
Cash & Cash Equivalents	ACA-3		
Total Asset		51,422,357.00	51,366,580.00
Net Assets / Equity			
Net Worth to Treasury		5,129,302.00	5,513,611.00
Property, Plant & Equipment Reserve		43,761,728.00	42,500,905.00
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	2,531,327.00	3,352,064.00
Imprest Balance	ACA-3		
Total Liabilities		51,422,357.00	51,366,580.00

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended 31st December, 2023

Details	Actual	
	Current Year 2023 (Rs.)	Previous Year 2022 (Rs.)
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	11,058.00	-
Revenue Collected on behalf of Other Revenue Heads	329,522.00	63,601.00
Imprest Received	135,113,383.00	108,755,548.00
Recoveries from Advance	1,364,362.00	324,300.00
Deposit Received	120,660.00	52,069
Total Cash generated from Operations (A)	136,938,985.00	109,195,518.00
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	48,062,751.00	47,275,434.00
Subsidies & Transfer Payments	13,066,595.00	11,518,745.00
Expenditure incurred on behalf of Other Heads	56,540.00	403,200.00

Imprest Settlement to Treasury	1,842,000.00	2,581,867.00
Advance Payments	3,025,934.00	3,899,997.00
Deposit Payments	3,470,082.00	164,640.00
Total Cash disbursed for Operations (B)	69,523,903.00	65,843,883.00
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	67,415,082.00	43,351,635.00
Cash Flows from Investing Activities		
Interest	5,391.00	2,305.00
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	3,770.00	148,685.00
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	9,161.00	150,990.00
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	67,424,244.00	43,502,625.00
Total Cash disbursed for Investing Activities (E)	67,424,244.00	43,502,625.00
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(67,415,082.00)	43,351,651
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

1. Reporting Period:

The reporting period for the Financial Statement is from 1st January to 31st December 2023.

2. Basis Measurement:

The Financial Statement has been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis unless specified.

The figures of the Financial Statement are presented in Sri Lankan rupees rounded to the nearest rupees.

3. Recognition of Revenue:

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of taxable period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E):

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and a revaluation model is applied when cost model is not applicable.

5. Property, Plant and Equipment Reserve:

This revaluation reserve account is the corresponding account of PP&E.

6. Cash and Cash Equivalent Reserve:

Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2023.

3.5 Performance of the Revenue Collection - **Not Applicable**

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	74,270,000.00	74,270,000.00	65,511,414.32	88
Capital	97,500,000.00	97,500,000.00	70,315,164.00	72

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Department - **Nil**

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9152	Transport & Equipments	-	25,188,000.00	-	-
9152	Machinery & Equipments	-	18,573,727.53	-	-

3.9 Auditor General's Report**

The final Audit Report has not been received yet

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No.	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
1.	Housing Sector	✓	-	-
2.	Tourism Sector	✓	-	-
3.	Transport Sector	-	-	✓

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal /Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1.	11. Sustainable Cities and Communities	11.1- 11.10	• Make cities and human settlements inclusive, safe, resilient and sustainable.	-	-	✓
2.	4. Education 8. Decent work And economic Growth	4.1-4.7 8.9	• Participation rate of youth and adults in formal and non-formal education and training in the previous 12 months by sex. • Tourism direct GDP as a proportion of total GDP and in growth rate. The proportion of jobs in sustainable tourism industries out of total tourism jobs.	-	-	✓
3.	9. Industry, Innovation and Infrastructure	9.1	• Passenger and freight volume, by mode of transport.	-	✓	-

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

- 18 nos. of Houses (including 03 repair houses) for 28 Mn, were given to woman-headed / war-affected / low-income families in 2023. (Under SDG No. 11)
- Completion work of Skills Development Centre and Extension of Office Building at Tourism Bureau and Renovation & Landscaping work at Ammachchi Traditional Food Centre at Kaithady, were completed for 27.60 Mn. (Under SDG No. 4)
- Balance Work of Two Stories Office Building at Passengers' Transport Authority at Kilinochchi, were completed for 35 Mn. (Under SDG No. 9)
- Promotional Campaigns for World Tourism Day National Level Celebration & Skills Development Training on Hospitality Management for Unemployed Staff were done for 3.50 Mn. (Under SDG No. 4)
- Supply of essential equipment and furniture for Skills Development Centre were done for 2.0 Mn. (Under SDG No. 8)

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	10	08	02
2	Territory	01	01	-
3	Secondary	45	40	05
4	Primary	13	12	01

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- Shortage of human resources influences field supervision.
- Shortage of human resources influences in smooth running the office administration
- According to these, they effect overall performance of the Ministry.

6.3 Human Resource Development

S. No.	Name of the Program	No. of Staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
1.	Introduction of RTI Act (Online)	03	04 Days	✓	-	Local	Knowledge gained of RTI Act. - It helps to solve RTI Requests.
2.	Maintenance of Personal File (Online)	05	02 Days	✓	-	Local	Knowledge gained. - It may help well maintenance the personal files.
3.	Salary Conversion (Online)	02	06 Days	✓	-	Local	Knowledge gained. - It may help in salary conversion.
4.	Efficiency Bar Exam exemption for Class I Officers	01	10 Days	✓	-	Local	Knowledge gained. - It may help to solve the administrative activities & issues.
5.	Second Language - Sinhala	03	150 Hrs.	✓	-	Local	Knowledge gained. - It may help to develop second language.

6.	Introduction Training Programme for Newly Recruited Development Officers - Jaffna	02	10 Days	✓	-	Local	Knowledge gained. - It may help to serve in public service.
7.	Family, Work Balance & Parental Skills	02	01 Day	✓	-	Local	Knowledge gained. - It may help to develop the parental skills & work balance.
8.	Awareness Programme on Corruption and Bribery	55	01 Day	✓	-	Local	Knowledge gained. - It may help to serve in public service honestly.
9.	Writing Skills for Public Servants I	02	20 Days	✓	-	Local	Knowledge gained. - It may help to develop writing Skill in English.
10	General English for Public Servants	03	20 Days	✓	-	Local	Knowledge gained. - It may help to develop the English language.

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

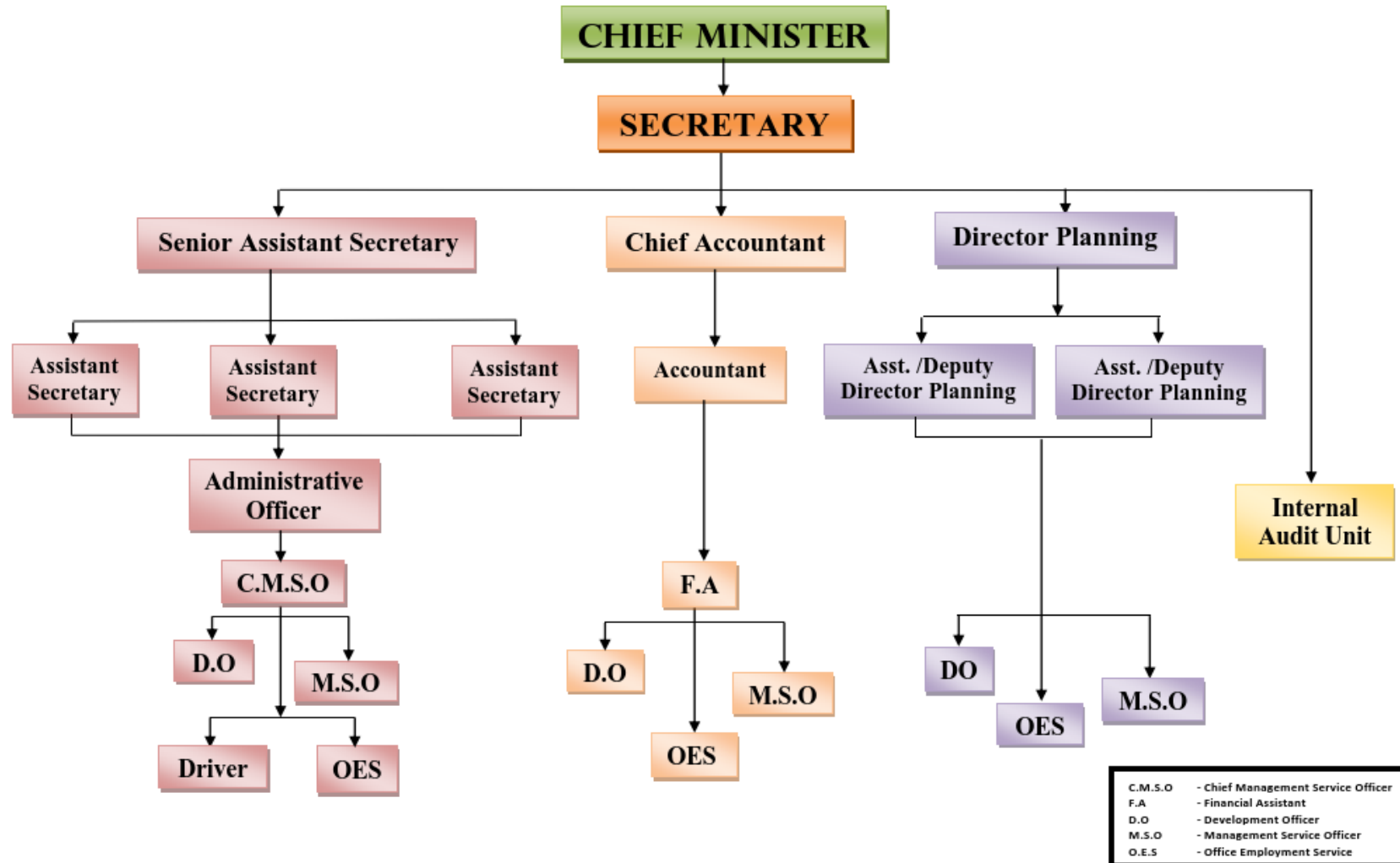
No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date	Complied		
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		

2.3	Register of Audit queries has been maintained and update	Compiled		
2.4	Register of Internal Audit reports has been maintained and update	Compiled		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Compiled		
2.6	Register for cheques and money orders has been maintained and update	Compiled		
2.7	Inventory register has been maintained and update	Compiled		
2.8	Stocks Register has been maintained and update	Compiled		
2.9	Register of Losses has been maintained and update	Compiled		
2.10	Commitment Register has been maintained and update	Compiled		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Compiled		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Compiled		
3.2	The delegation of financial authority has been communicated within the institute	Compiled		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Compiled		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Compiled		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Compiled		
4.2	The annual procurement plan has been prepared	Compiled		
4.3	The annual Internal Audit plan has been prepared	Compiled		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Compiled		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Compiled		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Compiled		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Compiled		
6.2	All the internal audit reports have been replied within one month	Compiled		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Compiled		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Compiled		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Compiled		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Compiled		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Compiled		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Compiled		

8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Compiled		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Compiled		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Compiled		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Compiled		
9.3	The vehicle logbooks had been maintained and updated	Compiled		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Compiled		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Compiled		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Compiled		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Compiled		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month.	Compiled		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Compiled		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Compiled		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Compiled		
12.2	A time analysis had been carried out on the loans in arrears	Compiled		
12.3	The loan balances in arrears for over one year had been settled	Compiled		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Compiled		
13.2	The control register for general deposits had been updated and maintained	Compiled		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Compiled		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Compiled		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Compiled		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Compiled		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Compiled		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Compiled		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Compiled		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Compiled		
16.2	All members of the staff have been issued a duty list in writing	Compiled		

16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Compiled		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Compiled		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate/allegation to public against the public authority by this website or alternative measures	Compiled		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Compiled		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Compiled		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Compiled		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Compiled		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Compiled		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Compiled		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Compiled		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Compiled		

4.1 Annexure I – Organization Chart



4.2 Department of Local Government, Northern Province

Expenditure Head No: 470

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Sri Lanka has three tiers of Government setup as National level, Provincial level, and Local Government level. There are 34 Local Authorities including 01 Municipal Council, 05 Urban Councils, and 28 Pradeshiya Sabhas under the Department of Local Government in the Northern Province. Local Authorities are monitored and supervised under the Department of Local Government through R/ACLGs.

Local Government Authorities have functioned close to the community and it has become the training ground for the politicians who represent both at national and Sub-National levels. On the other hand, the Department of Local Government monitors and assists in carrying on all the development works and day-to-day operations of Local Authorities. Basically, the LAs provide basic infrastructure facilities, waste management activities, public utility services and regulatory services to the public. Further, they also strengthen the democratic processes through the people's participation by community-based organizations especially by community centers. Mean times Local Authorities enhance the knowledge of the society by establishing and upgrading the library in their areas.

Financial resources are invested in infrastructure development such as roads, water supply, waste management, electricity supply and other local authority services to confirm the betterment of the society.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

“Dignify Local Government Services with people participation and rural development”

b) Mission

“To support and strengthen the process of democratic enhancement of Local Authorities in the Northern Province by developing capacity and empowerment of Local Authorities to improve the rural accessibility, public utility services and better environment service of local good manner”

c) Objectives

- ❖ Establishing Sustainable Infrastructure Development in Rural Areas.
- ❖ Ensuring efficient Public Utility Services in Local Authorities.
- ❖ Establishing Healthy Environment through proper Solid Waste Management System

1.3. Key Functions

- ❖ Ensure efficient and effective Local Government System.
- ❖ Provide assistance and guidance to execute the Development and Rehabilitation works.
- ❖ Ensure establishment and maintenance of management information system.
- ❖ Provide technical guidance and assistance to Local Authorities to execute the development works.
- ❖ Ensure efficient and effective administration and financial management.

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

- ❖ Establishment Division
- ❖ Planning Division
- ❖ Accounts Division
- ❖ Council Administration
- ❖ Internal Audit

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

Local Authorities are utilizing the outreach grant of the Government of Sri Lanka. These grants are derived under the categories of PSDG, CBG for Department, CBG for Councillors, Line Ministry Projects, Council funds and other special projects.

1.7. Details of the Foreign Funded Projects (if any)

Name of the Project	Donor Agency	Estimated Cost of the Project – Rs. Mn	Project Duration
Local Development Support Project -LDSP	World Bank EU GOSL	Rs 15,558MN 83.65MN US\$ For 4 Province	2019-2024
Capacity Development of Local Government (CDLG)	UNDP	138.919MN	2020-2024

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

- ❖ At present the whole world is affected by the Economic crisis entire, Sri Lanka is currently experiencing similar crisis situation. Local authorities have to play vital role to overcome from this economic crisis situation. There for, following actions have been taken by local authorities to handle these challenges.
- ❖ Control the over the crowding of customers in public places such as supermarkets and town areas –
- ❖ Separate entry and exit routes have been set up to reduce crowding in the public market.
- ❖ Market stall are divided into blocks.
- ❖ Pay attention to regular disinfection of surfaces in public places.
- ❖ Renovated Rural Roads by tarring, concrete & gravel.

Tarring	-	12.1 Km
Concrete	-	0.8Km
- ❖ Construction and renovation of segregation shed, solid waste tank, dumping ground, Compost Yard and access road.

Segregation Shed	-	01
Dumping Ground	-	01
Compost Yard	-	05
- ❖ Fixing street lights and solar lamp in Local authorities governing areas.

❖ District	❖ Street Light	❖ Solar Lamp
❖ Jaffna	❖ 88	❖ 05
❖ Kilinochchi	❖ 135	❖ 04
❖ Mullaithivu	❖ 178	❖ -
❖ Vavuniya	❖ 100	❖ 08
❖ Mannar	❖ 157	❖ -

- ❖ Established and renovated public amenities such as market, public libraries, and cemeteries, Community Centres, Ayurveda Dispensaries, Bus Stands and Shopping Complex.

Market	Cemeteries	Public libraries	Pre School	Children Park	Public toilet	Office Building	Vehicle Shed
03	08	02	02	02	03	03	01

- ❖ Established and maintained proper sanitation facilities to bus stands, public markets and public places regularly- Public markets -02
- ❖ Established and extended water supply scheme to villages and non-portable water areas.
- ❖ Construction and renovation of public dug well and tube well at common places.

Water Supply

1. Water Supply scheme – 06
 2. Bowser Repair - 05
 3. Open dug well - 08
- ❖ All the 34 local authorities in Northern Province have been equipped Citizen Charter for easy access to public services.
 - ❖ 18 Libraries under Local Authorities have been converted to E-Library system.
 - ❖ CAT 2020 system it has been implemented in 19 Local authorities in the Northern Province. Through the CAT 2020 system, local authorities can provide effective service to the general. Also report and summaries are easily accessible.
 - ❖ Web development websites have been created for easy access to information related to Local Authorities. Also forms for services can be easily obtained. In addition, People can get to know various types of information such as the activities and events of the local authorities.
 - ❖ Pointpedro Urban Council
 - ❖ Vavuniya Urban Council
 - ❖ Velanai Pradeshiya shaba
 - ❖ Delft Pradeshiya shaba
 - ❖ Nallur Pradeshiya shaba
 - ❖ Vadamaradchchi South west Pradeshiya shaba
 - ❖ Valikamam West Pradeshiya shaba
 - ❖ To prevent any child from becoming malnourished, 1032 pre-schools have been provided with 50 grams of nutritious flour between breakfast and lunch for 60 school days in 2023.

2.2 Challenges

- ❖ Inadequacy of funds for infrastructure development.
- ❖ Limited resources are available for department operation.
- ❖ Legal issues arising from Councils.
- ❖ Higher fuel prices affect the routine works.
- ❖ Higher material cost affects the development works.
- ❖ Limited number of labors are working in the local authorities.
- ❖ Source of funds are limited most of the works.

2.3 Future Goals

- ❖ Establishing sustainable infrastructure development and improving the Livelihood standard of people in Northern Province.
- ❖ Computerization of most of the operational activities in Local Authorities.
- ❖ Establishing a better environment for local authorities to provide quality services to the public
- ❖ Introducing websites to all Local authorities to provide better service to the citizens.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance

ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	No te	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				



	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	-
	Non-Revenue Receipts				
	Treasury Imprests		2,523,453,435	2,244,238,722	ACA-3
	Deposits		64,340,472	639,780,761	ACA-4
	Advance Accounts		11,678,524	10,535,014	ACA-5/5(a)
	Other Main Ledger receipts		-	-	
	Total Non-Revenue Receipts (B)		2,599,472,431	2,894,554,497	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		2,599,472,431	2,894,554,497	
	Remittance to the Treasury (D)		177,340	639,901	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		2,599,295,092	2,893,914,596	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	132,196,166	127,784,490	ACA-2(ii)
	Other Goods & Services	6	64,210,140	26,500,841	
	Subsidies, Grants and Transfers	7	2,136,379,408	2,070,614,753	
	Interest Payments	8	-	-	
	Other Recurrent Expenditure	9	490,037	337,600	
	Total Recurrent Expenditure (F)		2,333,275,750	2,225,237,684	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10	110,100	98,825	ACA-2(ii)
	Acquisition of Capital Assets	11	387,670	353,200	
	Capital Transfers	12	-	-	
	Acquisition of Financial Assets	13	-	-	
	Capacity Building	14	-	-	
	Other Capital Expenditure	15	194,512,321	23,464,039	
	Total Capital Expenditure (G)		195,010,091	23,916,065	
	Deposit Payments		65,911,772	643,907,994	ACA-4
	Advance Payments		7,144,744	8,346,189	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		73,056,516	652,254,182	
	Total Expenditure I=(F+G+H)		2,601,342,357	2,901,407,931	
	Balance as at 31st December J=(E-I)		(2,047,266)	(7,493,335)	
	Balance as per the Imprest Adjustment Statement		(2,047,266)	(7,493,334)	
	Imprest Balance as at 31* December		-	-	

3.2 Statement of Financial Position

ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	265,766,478	355,739,642
Financial Assets			



Advance Accounts	ACA-5/5(a)	16,746,650	21,280,430
Cash & Cash Equivalents	ACA-3	-	
Total Asset		282,513,128	357,020,072
Net Assets / Equity			
Net Worth to Treasury		16,590,917	19,553,397
Property, Plant & Equipment Reserve		265,766,478	335,739,642
Rent and Work Advance Reserve	ACA-5(b)	-	
Current Liabilities			
Deposits Accounts	ACA-4	155,733	1,727,033
Imprest Balance	ACA-3		
Total Liabilities		282,513,128	357,020,072

3.3 Statement of Cash Flows

For the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	760,650	1,018,711
Imprest Received	2,523,453,435	2,244,238,722
Recoveries from Advance	2,289,938	925,816
Deposit Received	640,340,972	639,703,801
Recoveries fire advance from Mannar UC	866,500	233,000
Total Cash generated from Operations (A)	2,591,710,995	2,886,120,051
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	188,235,962	140,086,004
Subsidies & Transfer Payments	2,136,379,408	2,070,614,753
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	177,340	639,901
Advance Payments	5,999,608	6,959,375
Deposit Payments	65,911,772	643,907,994
Total Cash disbursed for Operations (B)	2,396,704,096	2,862,208,026
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	195,006,905	23,912,025
<u>Cash Flows from Investing Activities</u>		
Interest	3,186	4,040
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	3,186	4,040
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	195,010,091	23,916,065
Total Cash disbursed for Investing Activities (E)	195,010,091	23,916,065
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(195,006,905)	(23,912,025)



NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	2,668,814,000	2,443,814,000	2,333,275,750	
Capital	261,551,000	277,618,000	195,010,091	

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
61112	Building	105,978,523.00	105,978,523.00		100%
61121	Passenger Vehicle	19,290,800.00	19,290,800.00		100%
61122	Machinery Equipment	42,422,570.45	42,422,570.45		100%

3.9 Auditor General's Report**

The final audit report has been not received yet.

Chapter 04 - Performance Indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Performance Indicators		
		100% - 90%	75% - 89%	50% - 74%
01	Construction and Renovation of Roads (Length of rural roads renovated in km, Culverts Renovated-Nos, Causeway renovated in Km, Reduced Travelling time reduction -Min/Km, Reduced Fuel Consumption - Km/l)	86.21	13.79	

02	Provision of Public Utility Services. (Public Toilets Constructed -Nos, Public Toilets Renovated – Nos, No of Cemeteries constructed / Renovated, Ayurveda hospital constructed- Nos Libraries constructed- Nos, No of Markets Renovated, No of Community centres renovated)	89.29		10.71
03	Enhancement of Local Authority Water Supply (Water Supply Stand Post Provided - Nos, Common Well Constructed - Nos, Elevated Water Tanks Constructed – Nos Water Bowsers Supplied - Nos	78.95		21.05
04	Rural Electricity Supply (No of Street Lights fitted, No of Solar Lights fitted)	77.27		22.23
05	Solid Waste Management (Compost Yards Renovated - Nos Collection of Organic Waste Tons/Day, Gully Bowsers Supplied - Nos Garbage Bins Supplied – Nos Frequency of Waste Collection- (Daily, Weekly), Produced Organic Composed (Ton)	83.33		16.67

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	9. Industry, innovation and infrastructure	9.1	Length of road Renovation, Length of road newly Construction			✓
02	6. Clean water and sanitation	6.3	Number of solid waste recycling centre renovated / Constructed, frequency of solid waste collection			✓
03	11. Sustainable cities and communities	11a	No of market renovated/ Construction, No of cemetery renovated, No of Ayurveda hospital renovated			✓
04	6. Clean water and sanitation	6.1	No of new water supply scheme, No of public well renovated / Construction, No of tube well construction			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Northern Province was heavily affected by civil war. Department of Local Government has main responsibility to rebuild the infrastructure facilities in Northern Province. For Last few years our department is trying to fulfil these needs with limited availability of fund. In future also Project will be identified in priority basis based on people needs. But deriving sufficient fund to full fill this need id key challenge to our department.

ICT Technologies are being introduced in administration and Financial Procedures of Local Authorities. In future priority will be given to this as well.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	04	02	02
2	Territory	06	02	04
3	Secondary	74	61	13
4	Primary	07	07	-

6.2 Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Above Vacancy position affects the performance of the institute in administrative & planning sector

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment(Rs '000)	Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
I	MDTU					
01	Training on Managing Disputes in Work Place	31	01 Day	63,640.00	Local	Reduce increase productivity, encourages works to be more dedicate toward working place
02	Government Payroll System	48	05 Days	389,395.00	Local	Maintain Standard accounts system in LA's
03	Training on Establishment Code I & Procedural Rules	40	03 Days	158,470.00	Local	Increase employee engagement and impress overall performance in Local Authorities
II	NATIONAL LIBRARY OF SRILANKA AND UNDP					
01	Training on KOHA Software for Digital Libraries	45	03Days		Local	Maintain Standard Computer System in Libraries

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		



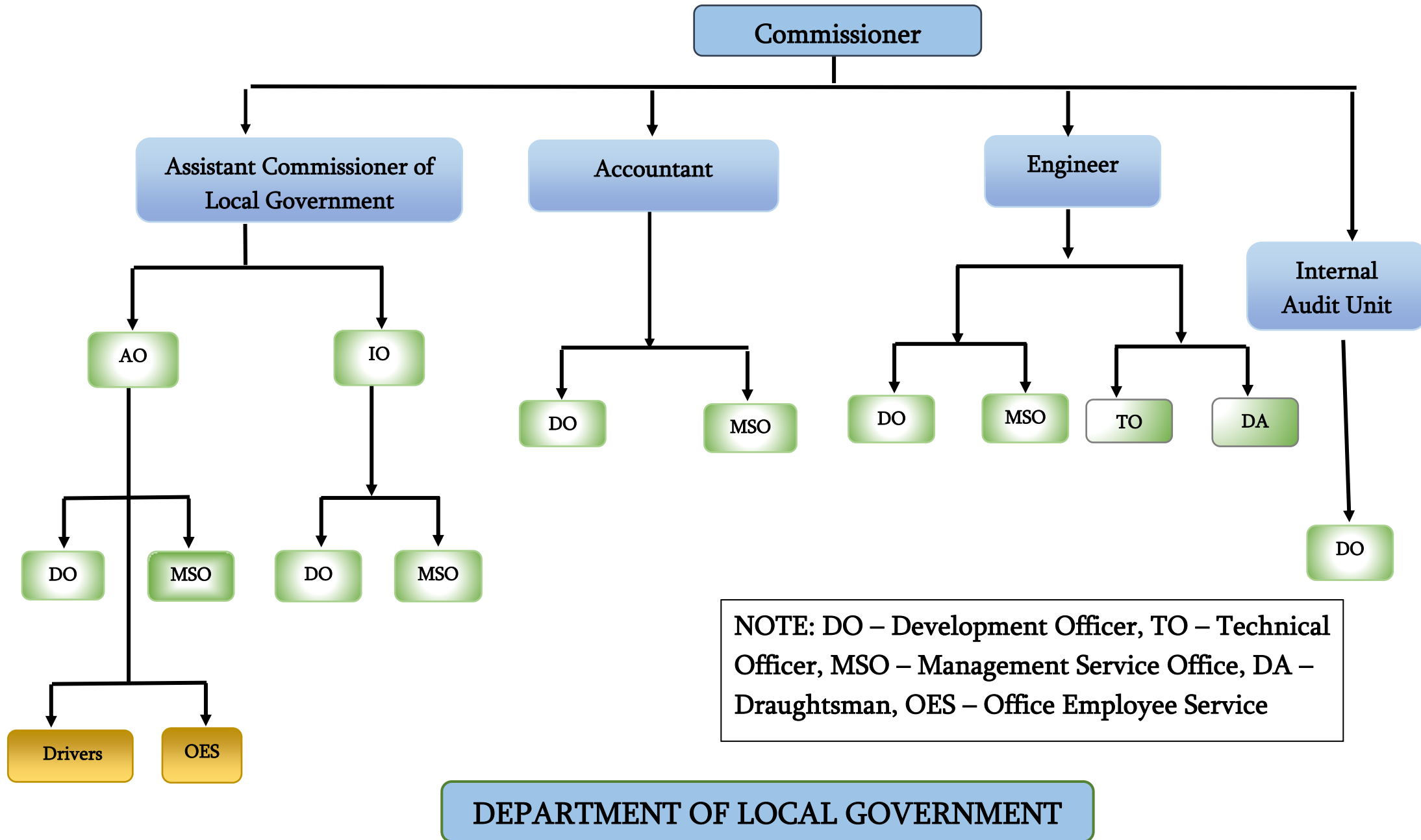
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports has been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		

8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	N/A		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	N/A		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	N/A		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		



17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of the Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	N/C	Circular Cancel	
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	N/A		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	N/A		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

4.2 Annexure I – Organization Chart



4.3 Department of Provincial Land Commissioner

Expenditure Head - 481

Chapter 01 - Institutional Profile

1. Introduction

Department of Land Administration was established in 1989 for North East Province with the devolution of powers to Provincial Councils under 13th Amendment to the Constitution. However, a separate Provincial Council and Provincial departments were established for Northern Province on 22.12.2006 after de-merger of Northern and Eastern Provinces on 16th October 2006.

The Provincial Council list, List No: I in the 9th schedule of the 13th Amendment to the Constitution, provides that land is a devolved subject. The extent of the powers of the Provincial Council in relation to the subject of lands as set out in item 18 of the List I specifically laid down in appendix II thereof.

The Provincial Land Commissioner is the head of department. His name is Mr.A.Sothinathan. His contact Number is 0773618499. He is empowered to give general or special directions to Divisional Secretaries or Land Officers on the performance of duties relating to land administration about to the province. Department of Provincial Land Commissioner is responsible for coordinating all activities related to land administration in the province.

The powers vested on the Govt. Agents in respect of land work was transferred to Divisional Secretaries in January 1993 in accordance to Transfer of Power (Divisional Secretaries) Act No: 58 of 1992. Divisional Secretaries are executives at divisional level regards to land administration. Land work is executed by Divisional Secretaries with the assistance of Development Officer, Land Officers, Colonization Officers, and Field Instructors of this department.

Executive Summary

Integrated development plans for the land sector involve a comprehensive approach to address various aspects. These plans aim to promote sustainable development, efficient land use, and socio-economic growth.

1.2 Vision, Mission, Objectives of the Institution

a) Vision

To achieve sustainable development goals and socio-economic development with self-sufficiency in food production.

b) Mission

Systematic alienation and development of state land in keeping with the norms of land utilization policy of the Government of Sri Lanka and environmental sustainability within Northern Province.

c) Objectives

- ❖ gather the data of state lands which can be distributed and then distribute the lands landless and to promote Economic development.
- ❖ By having land kachcheris regularizing settlement procedures of the people who encroached the state lands before 15.06.1995.
- ❖ Promoting sustainable production enhancement in LDO allotments.
- ❖ To provide state lands on long term lease and to increase the revenue of Northern Province Council.
- ❖ Speeding up Grant to allottees by improving State Land information Management System.
- ❖ To ensure the land ownership of the people who lost their documents due to the abnormally in the past, by issuing the documents again.
- ❖ Ensuring the land tenure transfer within family members in accordance with the Land Development Ordinance.

- ❖ Ensuring the holding being not sub divided less in extent than unit of subdivision permissible to enhance the productivity.
- ❖ Protection of state lands coming under the purview of the Northern Provincial Council for future generation & development and government requirement.
- ❖ Capacity development of the staff for efficient service delivery.

2. Key Functions

- ❖ Alienation of state lands coming under the purview of NPC.
- ❖ Administration and Management of settlement schemes.
- ❖ Providing infrastructure facilities to settlers in settlement schemes.
- ❖ Preparing and implementing development programmes under PSDG & CBG.
- ❖ Recovery of state lands from unauthorized occupants.
- ❖ Disposition of state lands under State Land Ordinance.
- ❖ Estimating expected revenue annually from alienated state lands and lease lands.
- ❖ Providing training to staff.
- ❖ Coordinating to prepare land Grants

3. Organizational Chart :- Annexed

4. Departments under the Ministry / Main Divisions of the Department

- ❖ Establishment Branch
- ❖ Finance Branch
- ❖ Planning & Land Development Branch

1. Institutions / Funds coming under the Ministry / Department / Provincial Council :- Nil

1.7. Details of the Foreign Funded Projects (if any)

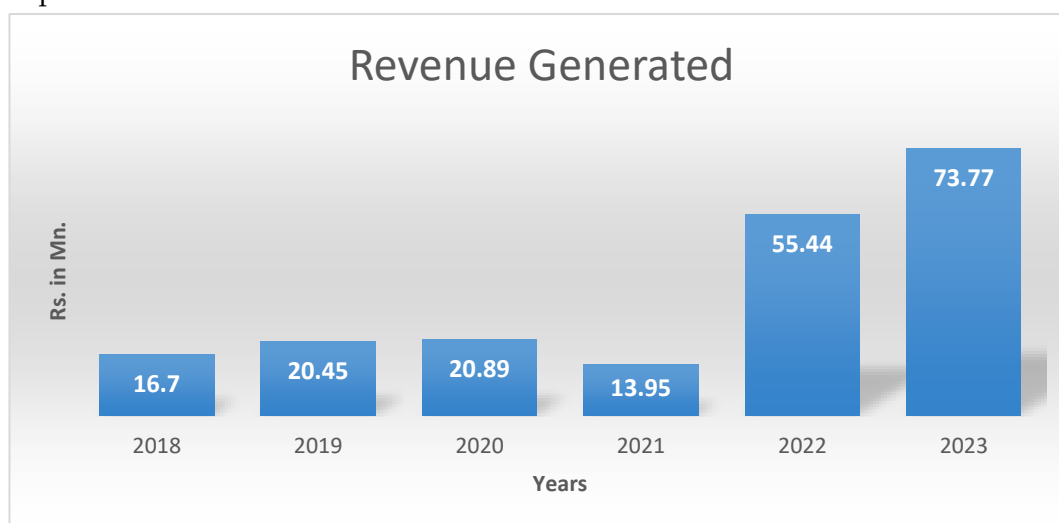
Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements

• Revenue Potentials

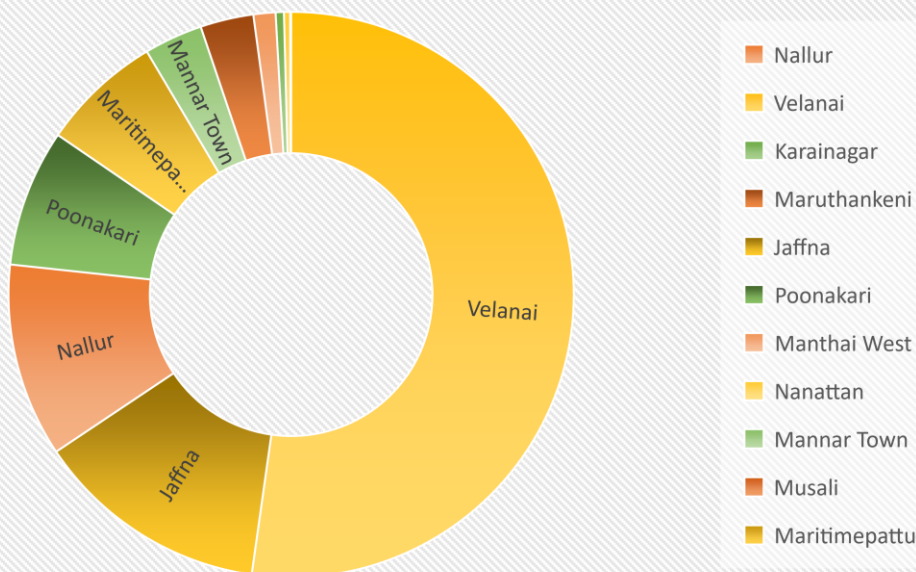
- In 2023, generated as revenue income is 73.77 Mn.

Compared to last five years the income generation was rapidly increased up to 73.77 Mn. The chart depicts revenue as follows

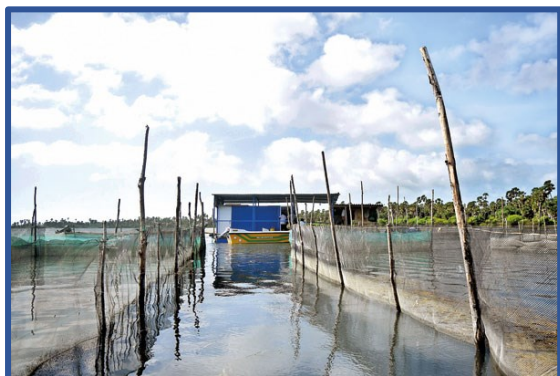


-
- New sources of revenues identified in 2022 such as annual permits for continues sea cucumber, madhal fishing and huts which generated the revenues by DS division as follows.

New sources of Revenue



Sea Cucumber farm – Northern Province



Sea Cucumber in process – Northern Province



- ❖ Land Development Ordinance works
 - 1,400 permits were targeted to issue and 2,559 permits issued in 2023.
 - LDO grants prepared through online, 1811 approved grants received from LCG and 2,419 grants forwarded to Land Commissioner General's Department under e-slims system in 2023.
- ❖ State Land Ordinance works:
 - Lease approvals from LCG is received as follows.

➤ Residential	-96 approvals
➤ Commercial/Agriculture /Industrial	- 68 approvals
➤ Handing over	- 40 approvals
➤ Vesting	- 04 approvals
- ❖ Lease documents forwarded to LCG as follows.

➤ Residential	- 23 approvals
➤ Commercial/Agriculture /Industrial	- 79 approvals
➤ Handing over	- 122 approvals
➤ Vesting	- 28 approvals
- Lease documents are started digitalized and processed in e-Slims platform. 205 lease documents processed up to now.

2.2 Challenges

- ❖ Restricted new appointments for Colonization Officers and Field Inspectors, since there are no appointments were done. There are 15 Colonization Officers and 15 Field Inspectors vacancies are existing.
- ❖ Delay in Surveying.
- ❖ Delay in Valuation.
- ❖ Field officers are working in out districts to long period and they are affected by economic crisis.
- ❖ Up to 2020 trainees were deployed for e-Slims which was funded by UNHCR. Now the department is facing staff shortage for e-Slims updating.

2.3 Future Goals

- ❖ Land for landless peoples.
- ❖ LDO permits to LDO grants.
- ❖ Land for investment purposes.
- ❖ Ensure the optimum State Land utilization.
- ❖ Increase the revenue collection.
- ❖ Online Land Kachcheries documents processing is scheduled in processing.
- ❖ Taking action to deliver training for department staffs.

Approved & received Grant Details - 2023

No	District	No of Grant PLC Approved to LCG	No of Received Grant
1	Kilinochchi	187	493
2	Mullaithivu	298	604
3	Mannar	321	164
4	Vavuniya	659	276
5	Jaffna	206	118
	Total	2,419	1,811

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4	73,777,347	55,449,209	
	Total Revenue Receipts (A)		73,777,347	55,449,209	
	Non-Revenue Receipts				
	Treasury Imprests		158,878,734	119,719,291	ACA-3
	Deposits		2,319,694	16,432,400	ACA-4
	Advance Accounts		6,740,906	6,419,377	ACA-5/5(a)
	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		167,939,334	142,571,067	



	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		241,716,681	198,020,277	
	Remittance to the Treasury (D)		75,322,732	64,403,307	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		166,393,949	133,616,969	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	113,950,606	114,584,348	ACA-2(ii)
	Other Goods & Services	6	10,751,518	9,037,345	
	Subsidies, Grants and Transfers	7	5,070,828	824,975	
	Interest Payments	8			
	Other Recurrent Expenditure	9	415,908	414,953	
	Total Recurrent Expenditure (F)		130,188,860	124,861,621	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10		-	ACA-2(ii)
	Acquisition of Capital Assets	11	31,677,352	728,479	
	Capital Transfers	12		-	
	Acquisition of Financial Assets	13		-	
	Capacity Building	14	883,410	-	
	Other Capital Expenditure	15		-	
	Total Capital Expenditure (G)		32,560,762	728,479	
	Deposit Payments		10,659,100	7,547,312	ACA-4
	Advance Payments		7,786,643	5,992,545	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		18,445,743	13,539,858	
	Total Expenditure I=(F+G+H)		181,195,365	139,129,958	
	Balance as at 31 st December J=(E-I)		(14,801,417)	(5,512,988)	
	Balance as per the Imprest Adjustment Statement		(14,801,417)	(5,512,988)	
	Imprest Balance as at 31 st December		(14,801,417)	(5,512,988)	

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	92,895,021	63,231,969
Financial Assets			
Advance Accounts	ACA-5/5(a)	16,533,014	15,487,276
Cash & Cash Equivalents	ACA-3		-
Total Asset		109,428,035	78,719,245
Net Assets / Equity			
Net Worth to Treasury		14,767,700	5,382,556
Property, Plant & Equipment Reserve		92,895,021	63,231,969
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	1,765,314	10,104,720
Imprest Balance	ACA-3		
Total Liabilities		109,428,035	78,719,245

3.3 Statement of Cash Flows



Performance Report - 2023, Northern Province

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses	73,777,347	55,449,209
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	166,866	53,584
Imprest Received	158,878,734	119,719,291
Recoveries from Advance	866,793	430,841
Deposit Received	2,266,544	16,276,422
Total Cash generated from Operations (A)	235,956,284	191,929,346
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	115,201,894	117,925,290
Subsidies & Transfer Payments	5,070,828	824,974
Expenditure incurred on behalf of Other Heads		
Imprest Settlement to Treasury	75,322,732	64,403,307
Advance Payments	7,000,000	5,000,000
Deposit Payments	918,548	3,589,271
Total Cash disbursed for Operations (B)	203,514,002	191,742,842
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	32,442,282	186,503
Cash Flows from Investing Activities		
Interest	1,680	4,656
Dividends		
Divestiture Proceeds & Sale of Physical Assets	116,800	537,320
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	118,480	541,976
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	32,560,762	728,479
Total Cash disbursed for Investing Activities (E)	32,560,762	728,479
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(32,442,282)	(186,503)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		0
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		0
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		0
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		0
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		0

3.4 Notes to the Financial Statements



3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.01.01	Rent on Government building	52	52	44	85%
2002.01.02	Lease Revenue	45,000	45,000	61,818	137%
2002.01.03	Grant and Land Purchasing Price	7,500	7,500	11,959	159%
2002.02.02	Interest on loan	456	456	602	132%
2003.09.00	Others	9,000	9,000	9,713	108 %
2006.02.01	Sales of Vehicles	90	90	97	108%
2006.02.02	Sales of Others	90	90	19	21 %

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	137,496	137,496	130,189	95%
Capital	36,500	39,500	32,561	82 %

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments: - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as At 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9151	Buildings and Structures	1,900	1,900	Yes	100 %
9152	Machinery and Equipment	36,186	36,186	Yes	100 %
9153	Land	3,125	3,125	Yes	100 %

3.9 Auditor General's Report**

The final Audit Report has not been received yet

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Performance Indicators		
		100% - 90%	75% - 89%	50% - 74%
1	Lease Collection	146 %		
2	Preparation of 2,559 Permits the Land Development Ordinance	182 %		
3	Preparation of 1,057 Grants under the Land Development Ordinance			43 %
4	Recommendation of 202 land lease recommendations under the State Lands Ordinance			40%
5	Preparation of 5 Lease Indenture			3 %
6	Received of 164 approvals from LCG	82 %		



	Handing Over for Government Department			
8	Vesting order			54 %
9	Handing Oder	206%		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

Ensure that all men and women, in particular the poor and the vulnerable, have equal rights to economic resources, as well as access to basic services, ownership and control over land and other forms of property, inheritance, natural resources, appropriate new technology and financial services, including microfinance.

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	By conducting Land Kachcheries regularizing settlement procedures of the people who encroached the state lands before 15.06.1995.	1,500	Preparation of Permits the Land Development Ordinance			✓
2	To provide state lands on long term lease and to increase the revenue of Northern Province Council	52.50 Mn estimated	Revenue generates			✓
3	Expediting the process of Grant to allottees by improving State Land Information Management System.	2,500	No of Grant through e-slides	✓		
4	Capacity development of the staff for efficient service delivery.	40	No of training delivered		✓	

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Further, 1,057 Grants have been prepared through the State Land Information Management System.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	13	5	8
2	Territory	8	4	4
3	Secondary	206	166	40
4	Primary	21	10	11

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

6.3 Human Resource Development

S. No	Name of the Program	No. of Staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Gender norms and Gender Budgeting for senior Decision-Making staff Grader Officers	01	12 Hrs	-	-	Local	Knowledge Gained
02	Introduction to RTI Act	36	24 Hrs	-	-	Local	Knowledge Gained
03	Board of Survey Losses and Write off (Zoom)	01	06 Hrs	-	-	Local	Knowledge Gained



Performance Report - 2023, Northern Province

04	Electrical Wiring & Plumbing	01	12 Hrs	-	-	Local	Knowledge Gained
05	Graphics Designing	01	12 Hrs	-	-	Local	Knowledge Gained
06	Price Escalation	01	12 Hrs	-	-	Local	Knowledge Gained
07	Variations	01	12 Hrs	-	-	Local	Knowledge Gained
08	Training on Work Life Balance	06	36 Hrs	-	-	Local	Knowledge Gained
09	Emotional well Beings & Managing Stress	07	42 Hrs	-	-	Local	Knowledge Gained
10	Sign Language training for government staffs	01	42 Hrs	-	-	Local	Knowledge Gained
11	Family work balance & Parental skills	05	30 Hrs	-	-	Local	Knowledge Gained
12	EB Exemption Training	01	18 Hrs	-	-	Local	Knowledge Gained
13	Lease applications apply through by e-slms	38	76 Hrs	-	-	Local	Knowledge Gained
14	Knowledge sharing programme	33	20 Hrs	-	-	Local	Knowledge Gained

The training programs have been conducted throughout the year to enhance the quality of the staff with improved knowledge and attitude, with the objective of providing an efficient and productive service to the public. The training programs and workshops were organized upon the requirements of the staff of the department and it paved the way to identify the issues arisen in duties and solve them accordingly; to discuss and find solutions for the practical issues pertaining to collection of land revenue and its progress; to find solutions for the issues arisen at the field by giving a proper understanding on surveying and mapping lands and to provide them with knowledge on rules and regulations which should be followed in affairs relevant to establishment and the office environment. Finally, knowledge and experience in all these areas have a great impact on the efficiency of their service and it further positively contributes to the performance of the department.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not complied		



1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others			
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		

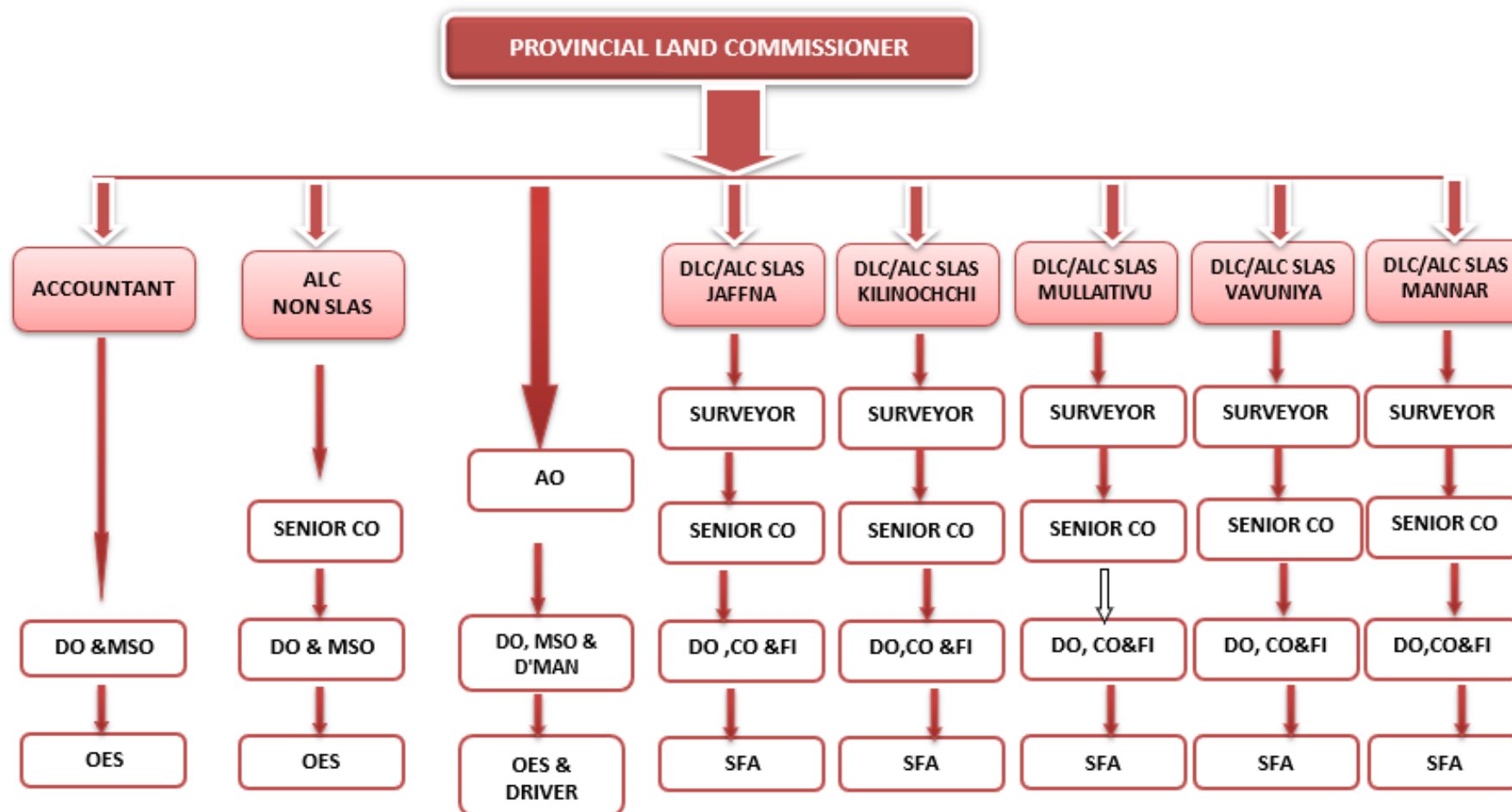


8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date			
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		



16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

4.3 Annexure I – Organization Chart



* ALC- Assistant Land Commissioner

* FI - Field Instructor

* D'MAN - Draughtsman

* DLC -Deputy Land Commissioner

* DO - Development Officer

* SFA-Surveyor Field Assistant

* Senior CO - Senior Colonization Officer

* MSO -Management Service Officer

4.4 Department of Rural Development, Northern Province

Expenditure Head No: 471

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Rural Development in this country has a long historical way in process of mobilizing and strengthening the village people to identify their needs with potential resources and implement the activities with their contribution and participation and to undertake the operation and maintenance of the assets have created transferring the ownership.

The Rural Development activity as a government-sponsored activity originated for the enlightenment of the rural masses of the country and it was in 1940 that a branch was created under the Department of Commerce and Industries for carrying on rural development work. Under this scheme about seventy Rural Service Centers were established in 1947. As it became evident that considerable economic and social reconstruction was necessary, a separate Rural Development Department was established in 1948 and steps were taken towards the formation of Rural Development Societies, which was formed as the focal department to coordinate all the development activities at the village level.

In 1952, the department initiated rural development activity for women with the formation of Women's Voluntary Societies called 'GhanthaSamithi'. In 1954, Government Agents were informed that all women's societies which conduct their activities in accordance with the principles of the rural development movement should be accorded for recognition for assistance from the funds of the department.

The Provincial Council has drawn its responsibility to the Rural Development by the devolution instrument, namely the 13th Amendment to the Constitution spelt the Rural Development in the first list of the 9th schedule. Under this Provincial list, the subject Rural Development is given as the 10th item. Therefore, the Provincial Department of Rural Development was established in 1989 in the North East Provincial Council. Initially this Department was grouped under the Chief Secretary, but with intermediary arrangement this was grouped together with the Local Government and head of the department was designated as the Director of Rural Development and Local Government. Later on, it brought under the Ministry of Provincial Public Administration. After the demerge of Northern and Eastern Provinces, the department brought under the Secretary Provincial Ministry of Local Government, Relief and Rehabilitation, Co-operative, Rural Development, Industries, Social Services and Probation & Child Care Services. After the formation of Northern Provincial Council in 2013 Department of Rural Development comes under the Ministry of Fisheries, Trade and Commerce, Transport, Rural Development, Road Development.

At the moment, Provincial Department of Rural Development is existing under the Ministry of Finance & Planning, Law & order, Lands, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport.

During and after the pandemic (Covid 19) and prolonging economic crisis, Rural Development sector have been involving some specific activities through Rural Societies (Rural Development Societies and Women Rural Development Societies) such as Fresh milk distribution for Pre- School children for nutrition improvement activities, awareness for improve the home garden activities

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Enhance the Rural development to actively contribute to the National Economic Growth

b) Mission

Facilitate, empower, mobilize of rural people for socio, cultural and economic development towards an improved quality standard of living at the Villages in line with the national development policy of Sri Lanka.

c) Objectives

- ❖ Mobilize the villagers and disadvantage people for self-reliance.
- ❖ Enhance the talents and efforts of rural people.
- ❖ Improve the Social, Economic, and cultural conditions of the villagers.
- ❖ Establish the village community based (RDS, WRDS) organizations by the people themselves.
- ❖ Bring village people close to the village organization /Institutions working in the village and coordinate other extension services.

1.3. Key Functions

- ❖ Facilitating to establish and updated strengthen rural development societies for men & women in villages of NP.
- ❖ Assisting to women empowerment and their participation in development activities through women development centres and women rural development societies.
- ❖ Monitoring and Reviewing income generating small scale projects carried out by societies.
- ❖ Conducting vocational training programmes in collaboration with other institutions.
- ❖ Providing leadership and other relevant training programmes for society members and officers respectively.
- ❖ Creating marketing facilities and networks.
- ❖ Oversee the overall general & financial management of the Provincial, District & Divisional offices.
- ❖ Providing Financial Assistance to the societies and Women Development Centres and ensure proper utilization through reporting & review.

1.6. Details of fund from provincial council

S. No	Details of Fund	Number of Activities	Allocation in Mn	Expenditure in Mn	Physical Progress
01	Provincial Specific Development Grant (PSDG)	14	27.81	25.75	100%
02	Criteria Based Grant (CBG)	02	0.50	0.49	100%

1.7. Details of the Foreign Funded Projects (if any)

- ❖ Name of the Project : - Assistance to enhance contemporary business knowledge / Skills and culture through capacitating the government officials in collaboration with the Department of Rural Development -NP
- ❖ Donor Agency : - International Labour Organization (ILO)
- ❖ Estimated Cost of the Project: - 2022 – 2023 Total Rs. Mn 8.802
- ❖ Project Duration : - 01.08.2022 to 31.03.2023

Progress and achievements in 2023

S.No	Name of Programme	Details of beneficiaries	No. of beneficiaries
01	Contemporary business and business Plan Training for selected rural entrepreneurs and society members	Selected rural entrepreneurs and society members	230
02	Contemporary business and business Plan Training for newly recruited graduate trainees and ward development officials	Newly recruited graduate trainees and ward development officials	102
03	Awareness of gender and disability inclusion training for newly recruited graduates	Newly recruited graduates	234

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1. Special Achievements of Rural Societies and Department of Rural Developments

Details of Rural Societies and Major functions of Department of Rural Development – Northern Province

Details regarding Rural Societies

Number of Registered Rural Development Society & Women Rural Development Society - 2023

No	District	No of DS Divisions	Registered RDSs		Registered WRDS	
			previously	Newly	previously	Newly
1	Jaffna	15	381	1	429	-
2	Kilinochchi	4	172	1	162	1
3	Mullaitivu	6	177	-	176	-
4	Mannar	5	248	4	228	2
5	Vavuniya	4	296	3	239	1
	Total	34	1274	09	1234	04

Divisional level Federation of Rural Development Societies and Women Rural Development Societies

District	No of Federation
Jaffna	15
Kilinochchi	3
Mullaitivu	3
Mannar	3
Vavuniya	5

Established / Created District Level Consortium of Women Rural Development Societies

- Jaffna District Consortium
- Killinochchi District Consortium
- Mullaitivu District Consortium
- Mannar District Consortium
- Vavuniya District Consortium

No of Non-functional Rural Development Society & Women Rural Development Society - 2023

No	District	No of DS Divisions	No of Non - functional RDS	No of Non -functional WRDS
1	Jaffna	15	68	44
2	Kilinochchi	4	11	3
3	Mullaitivu	6	8	14
4	Mannar	5	22	16
5	Vavuniya	4	30	58
6	Total	34	139	135

Challenges

Renewal of Rural Societies

- Difficulties in receiving the quorum to the General Meeting to elect new committee
- Defaulters of the livelihood support loan
- Lack of participation of the members of the society

Major Activities which are perform by Rural Societies (RDSs & WRDSs) at Village level – As per the By – Law.

1. Development Works
2. Hygienic & health activities
3. Education
4. Environmental protection
5. Women Development
6. Vocational Training
7. Rural Agricultural Development
8. Animal Husbandry
9. Cottage Industrial activities
10. Micro Credit Activities

11. Siramathana – cleaning activities
12. Religious – Traditional activities
13. Art and cultural activities
14. Sports and relaxation
15. Discipline and good governance development activities
16. Plan for special needs people
17. Prompt action during the Natural Disasters and other violence.

Highlights of Achievements of the Department in 2023

1. Poverty Alleviation Programme

Activities of the Poverty Alleviation & Employment creation Committee (PAECC) – 2023 provided Training Program for livelihood Development

No	District	Name of the DS Division	Name of the GS division	Aari Work (Plan)	Period	No of Students	Hours
1	Jaffna	Sandilipay	Kallundai Navali South	Saree Blouse Training	10.05.2023 - 10.06.2023	14	60
2	Jaffna	Sandilipay	Sahayapuram Mathagal East	Saree Blouse Training	05.06.2023 - 20.07.2023	10	60
3	Vavuniya	Vavuniya North	Kulavisuddan	Ladies Dress Training	24.05.2023 - 30.06.2023	12	80
4	Vavuniya	Vavuniya South	Nochchikkulam	Ladies Dress Training	22.05.2023 - 24.07.2023	4	80

2. Conducted NVQ Level - 4 Awarding Ceremony

In 2023 November, 396 rural-level passed-out students received NVQ Level – 4 qualifications from all divisions of all districts in Northern Province.

Further, 443 vulnerable village level Women have capacitated by one year diploma in Tailoring, Beauty-culture & Home Science. In 2023.

3. Revolving Loan Activities – 01.01.2023 – 31.12.2023

Villagers are involving the micro – Cottage level industrial activities for the Revolving loan opportunities and periodically, the department supports them for marketing opportunities. (Seasonal exhibition at Governor Office premises and Jaffna Cultural Centre)

4. Conducted Nutrition enhancement programme for selected preschool children in the NP area

As per the direction of Chief Secretary - of Northern Province, the Provincial Department of Rural Development had been initiated the malnutrition alleviation program among preschool children at remote rural areas of Northern Province.

No	Name of school	No of preschools	No of Society's support to Nutrition Floor	Ministry of Women Affairs supported by Nutrition Floor
1	Jaffna Municipal Council	9		
2	Chavakachcheri UC	11	-	-
3	Pointpedro UC	7	-	-
4	Valvetithurai UC	4	-	-
5	Chava PS	57	-	2
6	Karainagar	2	1	-
7	Kayts	2	-	-
8	Nallur	15	2	-
9	Vada. South west	4	1	-
10	Vali East	57	4	10
11	Vali North	17	-	-
12	Vali South West	29	4	-

13	Vali West	33	33	-
14	Velanai	11	11	-
15	Pointpedro PS	26	12	-
16	Vali South	25	8	-
17	Delft	0	-	-
	Sub Total	309	76	12
Vavuniya				
18	UC Vavuniya	24	6	-
19	PS Vavuniya South Tamil	88	22	-
20	PS Vavuniya South Sinhala	28	17	9
21	PS Vavuniya North	54	34	12
22	PS Vengalachcheddikulam	49	18	-
	Sub Total	243	97	21
Mullaitivu				
23	PS Maritimepattu	62	12	7
24	PS Puthukkudiyiruppu	83	52	14
25	PS Thunukkai	22	-	22
26	PS Manthai East	23	-	23
	Sub Total	190	64	66
Mannar				
27	UC Mannar	21	9	1
28	PS Mannar	40	14	6
29	PS Manthai West	44	32	2
30	PS Musali	29	24	-
31	PS Nanattan	30	23	-
	Sub Total	164	102	9
Kilinochchi				
32	PS Poonagari	54	-	54
33	PS Karachchi	72	-	72
34	PS Pachchilaippali	0	-	-
	Sub Total	126	-	126
	Grand Total	1032	339	234

5. Empowering Encourage in Home Gardening Activities through RDS and WRDS

To reduce the present food crisis, home gardening activities are encouraged through RDS and WRDS with the technical assistance and support of the Department of Agriculture.

The awareness program with seed distribution for the staff of the Department of Rural Development and the Department of Agriculture was held at the District Agriculture Training Centre and the village-level training, awareness program, and mobile service were held at each division.

6. Tree Planting activities to improve the environmental condition

The provincial Department of Rural Development initiated the tree planting activities at the departmental level as well as rural societies (RDSs & WRDSs) level in the NP area.

Following are the details of Tree planting programme which were conducted at society's level.

Tree Planting - 2023

No	District	No of Tree Planted
1	Jaffna	164
2	Kilinochchi	28
3	Mullaitivu	53
4	Mannar	85
5	Vavuniya	240
	Total	570

7. Coordination with IOM

Active Women Rural Development Societies were selected by International Organization of Migration (INGO – UN Migration) and initially two societies (Mathagal west WRDS and Iyanar kovil road WRDS, Vannarpannai) have received the equipment for Entrepreneurship activities in Jaffna District.

8. Collaboration with ILO

During the year, with the collaboration of ILO, 23 numbers of Trainings have been conducted by the Department under the following subjects.

Contemporary business and business plan preparation – guidelines for start-up a business, Gender mainstreaming and disability inclusion.

444 Numbers of Government Officials as well as 250 Numbers of Rural Society members and entrepreneurs were capacitated by the Programme.

9. Activities furnished by the Women's Development Centres

At present, there are 32 Women Development Centres are initiating one-year diploma courses with 13 Varieties of Modules

- ❖ Stitching specimen
- ❖ Machine tailoring & identification
- ❖ Baby garment
- ❖ Jean's garment
- ❖ Ladies garment
- ❖ Patchwork
- ❖ Hand embroidery
- ❖ Knitting (single needle)
- ❖ Painting
- ❖ Cake icing
- ❖ Cookery
- ❖ Creativity
- ❖ Beauty culture

Database for Women Development Centre

Nearly 450 students – in 2023 – 443, 2022 – 376 (vulnerable women in rural areas) have been trained with the above 13 modules & and passed out every year from the Women Development centres which are organized by the department.

The department maintains the Database regarding the One-year diploma students and NVQ – Level – 4 qualified students for follow-up actions and providing Job opportunities.

Nearly 175 passed-out students are involving income generation activities (employees under an organization or self-employed) and supporting the national economy from the rural level.

Database of WDC passed out students and their impacts

District	S.N	Division	2020			2021			2022			2023
			Pass out student	Nvq level-4	Self employed	Pass out student	Nvq level- 4	Self employed	Pass out student	Self employed	Nvq level-4	Pass out student
Jaffna	1	Velanai	12	4	5	15	3	6	7	2		18
	2	Maruthankerny	17	1	8	7	...	2	9	3		14
	3	Sandilipay	11	5	4	8	11	4	16	3		17
	4	Chankanai	11	3	6	19	7	8	21	5		22
	5	Kayts	13	3	7	14	...	7	11	7		21

	6	Pointpedro	18	5	9	20	2	9	13	..		13
	7	Jaffna Town	13	...	5	11	...	6	10	9		16
	8	Chavakachcheri	14	5	8	18	...	11	4	4		12
	9	Uduvil	5		3	12	6	4	13	3		21
	10	Tellipalai	20	6	10	17	3	6	15	7		22
	11	Delft	10	1	5	...	...	...	..	...		...
	12	Nallur	23	11	12	20	14	8	18	11		14
	13	Karaveddy	17	7	10	20	15	6	15	8		22
	14	Kopay	23	4	8	17	5	6	19	4		21
	15	Karainagar	9	1	4	13	10	4	10	4		...
Sub Total			216	56	104	211	76	87	181	70		233
Mannar	16	Manthai West	13	...	8	8	3	3	10	4		7
	17	Nanaddan	13	...	6	7	3	5	12	5		10
	18	Mannar Town	11	...	6	8	5	3	12	9		15
	19	Madu	14	...	7	9	1	6	6	9		...
	20	Musali	12	...	6	13	2	7	14	...		..
Sub Total			63	...	33	45	14	24	54	27		32
Killinochei	21	Palai	10	...	5	14	3	6	15	8		10
	22	Poonagari	8	...	4	8	...	3	9	9		16
	23	Karachchi	16	...	6	12	5	6	11	3		19
	24	Kandawalai	18	...	8	10	1	4	10	4		11
Sub Total			52	...	23	44	9	19	45	24		56
Mullaithivu	25	Manthai East	11	...	5	5	...	2	12	7		13
	26	Karaituraipattu	12	...	7	9	...	3	20	20		19
	27	Thunukkai	11	2	6	14	8	5	1	1		10
	28	Puthukkudiruppu	13	...	5	7	11	4	13	6		16
	29	Oddusuddan	8	5	3	15	5	6	10	5		14
	30	Weleioya	6	...	...	...	...	...	...	...		...
Sub Total			61	7	26	50	24	20	56	39		72
Vavuniya	31	Cheddikulam	10	...	5	11	...	3	16	4		12
	32	Vavuniys North	13	2	6	12	1	4	12	4		15
	33	Vavuniya	15	6	7	18	8	6	12	..		17
	34	Vavuniya South	...	...			...	...	...	..		6
Sub Total			38	8	18	41	9	13	40	8		50
Grand Total			430	71	204	391	132	163	376	175	-	443

10. Entrepreneurs' development activities with the support of FAIRMED (NGO)

FAIRMED is a Swiss based NGO which is involving the Entrepreneurs' capacity enhancement activities in Jaffna – Kilinochchi area under the Northern Province. In Initial stage, training on financial management and business plan for micro enterprise and venture identification programmes have been conducted.

Details of conducted programmes

S.No	Description	Jaffna	Kilinochchi	Total
01	Number of Societies - Trained	10	08	18
02	Number of Beneficiaries	250	200	450

11. Agriculture programme at the land (Non used Idle land) owned by Department of Rural Development

Rural Development Training Institute – Achchuveli which had been conducted various trainings for Officials as well as Rural Societies up to 1980, was destroyed due to the Arm conflict. The land of the training Institute

is scale of 4 Acre and that un-used land utilized by Rural Societies with the temporary agreement for Agricultural activities in order to support to the economic crisis. UNDP facilitated that particular society which is involving this activity.

12. Training on National Vocational Qualification – Level – 4 for Students of Certified School

As per the request of the Department of Probation and childcare service, Department of Rural Development has facilitated to conduct the Training and On the Job Workshop for National Vocational Qualification – Level – 4 for Students of Government Certified School which was situated at Achchuveli under the Department of Probation. 46 students are getting benefits from this programme.

13. Annual Development Programme

Provincial Department of Rural Development received imprest conformity of 27.81mn. and perform and completed 14 numbers of development works physically as well as financially.

The works includes in Rural Development Activities - Rural roads – 08, small bridge and box culverts – 07, Cemeteries – 02, Retaining wall for Cemetery – 01 and Rural Common building – 01

2.2 Challenges

1. Vacancies in the Provincial Department

Provincial Department of Rural Development has 34 divisions and 34 numbers of Rural Development Officers carder. But for last 4 years, only 27 numbers of Rural Development Officers are existing carder and rest 7 numbers of RDOs are vacancies and due to the Restriction in the new recruitment according to the circular of National Budget - SL, unable to fulfil the vacancies.

At present, department has made an arrangement to appoint Development Officials to perform the duties of RDOs until the new recruitment.

Further, there are 34 Women Development Centres for 34 divisions and only 26 Needle Work Demonstrates (NWDs) is available. And rest 8 numbers are vacant.

At the movement, department recruit trained eligible demonstrator and appoint in casual basis.

2. Demoting of RDOs from Grade II of MN – 5 to Grade – III of MN – 4

As per the carder revision, newly appointed RDOs are in the position of MN 4 and it is difficult to carry out the Public Fund activities as they are not in the Staff Official Grade,

3. Challenges in Renewal of Rural Societies

- ❖ Difficulties in receiving the quorum to the General Meeting to elect new committee
- ❖ Defaulters of the livelihood support loan
- ❖ Lack of participation of the members of the society

4. Unavailability of comprehensive and strong legislation

Rural Development Department currently has less control on financial and administrative control over Rural Development Societies (RDSs). A strong and comprehensive bylaw – Provincial Statutory Act is essential to control financial and administrative matters of RDSs.

5. Less recognition to the Rural Development Societies in rural development

Due to the inadequate quorum - because of the negative attitude of people to participate in the RDS/ WRDS meetings, it is difficult to perform societies' activities effectively.

Further, there are so many duplicated CBOs established in rural level by various organizations for their instant projects / purpose.

6. Provincial Department doesn't have adequate space to perform provincial level duties.

Presently, department has been functioning in a portion of NPC Complex, Kaithady which was designed for the units under the Cluster of Chief Secretary Secretariat with minimum facilities (with 35 officials) and lack of Comfort.

Department requested and received a land near the Navatkuli Junction and building is required under the future outlook.

2. Future Goals

- ❖ Capacity Development Training & workshops for Rural Development Officials and Rural Societies' members for effective rural societies activities and improve the rural production by efficient revolving loan activities.
- ❖ Facilitating the farmers and villagers to increase the rural products by rural infrastructure development activities,
- ❖ Increase the number of students with NVQ – Level 4 capacity.
- ❖ Facilitate the Divisional and District Officials by providing equipment for effective services.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
-	Revenue Receipts		-	-	
-	Income Tax	1	-	-	ACA-1
-	Taxes on Domestic Goods & Services	2	-	-	
-	Taxes on International Trade	3	-	-	
-	Non-Tax Revenue & Others	4	-	-	
-	Total Revenue Receipts (A)				
-	Non-Revenue Receipts				
-	Treasury Imprests		161,577,878	141,829,210	ACA-3
-	Deposits		8,886,259	6,193,536	ACA-4
-	Advance Accounts		6,502,430	7,427,314	ACA-5/5(a)
-	Other Main Ledger receipts		-		
-	Total Non-Revenue Receipts (B)		176,966,567	155,450,060	
-	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		176,966,567	155,450,060	
-	Remittance to the Treasury (D)		2,337,589	1,307,166	
-	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		174,628,978	154,142,894	
-	Less: Expenditure				
-	Recurrent Expenditure				
107,000,000	Wages, Salaries & Other Employment Benefits	5	101,745,425	103,335,020	ACA-2(ii)
18,276,000	Other Goods & Services	6	16,087,407	14,002,035	
24,600,000	Subsidies, Grants and Transfers	7	20,424,091	19,975,497	
-	Interest Payments	8	-	-	
800,000	Other Recurrent Expenditure	9	594,675	586,907	
150,676,000	Total Recurrent Expenditure (F)		138,851,598	137,899,459	
-	Capital Expenditure		-	-	
-	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
755,080	Acquisition of Capital Assets	11	753,581	3,920,518	
	Capital Transfers	12	-	-	

	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
39,744,920	Other Capital Expenditure	15	25,845,214	5,014,243	
40,500,000	Total Capital Expenditure (G)		26,598,795	8,934,761	
	Deposit Payments		7,946,722	6,518,995	ACA-4
107,000,000	Advance Payments		6,690,283	7,059,880	ACA5/5(a)
18,276,000	Other Main Ledger Payments				
24,600,000	Total Main Ledger Expenditure (H)		14,637,005	13,578,875	
-	Total Expenditure I=(F+G+H)		180,087,398	160,413,095	
-	Balance as at 31st December J=(E-I)		(5,458,420)	(6,270,201)	
-	Balance as per the Imprest Adjustment Statement		-	-	ACA 7
-	Imprest Balance as at 31st December		(5,458,420)	(6,270,201)	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	158,727,989	158,194,089
Financial Assets			
Advance Accounts	ACA-5/5(a)	14,227,088	14,039,235
Cash & Cash Equivalents	ACA-3		
Total Asset		172,955,077	172,233,324
Net Assets / Equity			
Net Worth to Treasury		11,859,528	2,611,213
Property, Plant & Equipment Reserve		158,727,989	158,194,089
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	2,367,560	1,428,022
Imprest Balance	ACA-3		-
Total Liabilities		172,955,077	172,233,324

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	
Fees, Fines, Penalties and Licenses	-	
Profit	-	
Non-Revenue Receipts	531,313	773,990
Revenue Collected on behalf of Other Revenue Heads		
Imprest Received	161,577,878	141,829,210
Recoveries from Advance	342,522	1,034,467
Deposit Received	6,516,713	5,689,359
Total Cash generated from Operations (A)	168,968,426	149,327,026
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	108,334,623	107,599,959
Subsidies & Transfer Payments	20,424,091	19,975,497
Expenditure incurred on behalf of Other Heads	-	-

Imprest Settlement to Treasury	2,337,589	1,307,166
Advance Payments	5,694,000	5,500,000
Deposit Payments	7,946,722	6,517,744
Total Cash disbursed for Operations (B)	144,737,025	140,900,366
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	24,231,401	8,426,660
<u>Cash Flows from Investing Activities</u>		
Interest	648	4,899
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	43,900	46,250
Total Cash generated from Investing Activities (D)	44,548	51,149
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	24,275,949	8,477,809
Total Cash disbursed for Investing Activities (E)	24,275,949	8,477,809
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(24,231,401)	(8,426,660)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received		
Total Cash generated from Financing Activities (H)		
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

Basis of Reporting

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statements have been prepared on historical costs modified by the revaluation of certain assets and accounted on a modified cash basis unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of the relevant revenue period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant, and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and a revaluation model is applied when the cost model is not applicable.

5. Property, Plant, and Equipment Reserve

This reserve account is the corresponding account of Property Plant and Equipment.

6. Cash and Cash Equivalents

Cash and cash equivalents include local currency notes and coins in hand as at 31st December 2023.



3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	150,676,000	150,676,000	138,851,598	92.2%
Capital	40,500,000	27,810,000	26,598,795	94.5%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
611	Lands	02	02	55,185,000	611
	Buildings	01	02	66,082,414	
61122	Machinery & Equipment			27,001,768	61122
6112101	Transport Equipment	12	13	9,924,907	6112101

3.9 Auditor General's Report**

The final audit report has been not received yet.

Chapter 04 - Performance Indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
01	Facilitated and improved the Rural and Women Rural Development Societies for development activities.	100%		
02	Vulnerable women beneficiaries of WDC income were improved	100%		
03	The educational level of Rural Societies was improved	100%		
04	Enhanced the capacity of income-generating activities and increased the employment opportunities of rural people	100%		
05	Enhanced the capacity of Officials (Dept) and Rural Society members	100%		
01	Facilitated and improved the Rural and Women Rural Development Societies for development activities.	100%		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	1 - No Poverty	1.2-1.3	Number of Nutritional programmes conducted at Pre-School level and Number of Poverty Alleviation Programme in Jaffna & Vavuniya			90%

02	5 – Gender Equality	5.1	No. of Training Programme for Government Officials and Society members about gender mainstreaming			95%
03	10 – Reduce Inequalities	10.1	Train more than 400 vulnerable women to engage into income generation activities Providing Revolving loan in all five districts of NP			95%

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Lack of Financial Position of the Rural Societies – Economic Crisis of the Country

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	1	1	
2	Territory	6	6	
3	Secondary	168	146	22
4	Primary	4	4	

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute

Departmental carder - Rural Development Officers RDOs and Needle Work Demonstrators NWDs are unique and closed into the Department of Rural Development.

The above RDOs and NWDs couldn't be replaced by Development Officers or Management Assistants.

Therefore, the vacancies badly affect the Rural Societies regulatory activities, Revolving Loan Fund activities and Women Development Centres activities of the department.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Prog.	Output / Knowledge Gained*
				Local	Foreign		
1	Business plan (TOT Training)	33	03 days		900,606.00	ILO	
2	Training programme on Disability influence (TOT)	33	02 days				
3	Training programme on Gender & Gender Development (TOT Training)	33	01 day				
4	Business plan(TOT Training)	33	03 days		868,024.00	ILO	
5	Training program on Disability influence (TOT Training)	33	02 days				
6	Training programme on Gender & Gender Development (TOT Training)	33	01 day				
7	Gender transformation, Gender sensitivity, Gender balance	234	01 day		852,612.00	ILO	
8	Business plan	115	03 days		2,952,518.00	ILO	
9	Gender balance	115	01 day				
10	N.V.Q level IV - Modules	29	01 day				
11	Make up, Embroidery sewing	29	01 day				
12	Cake icing	29	01 day				
13	Gender balance	29	01 day				

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Complied		
1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied to within the specified time by the Auditor General	Complied		



6.0	Internal Audit			
6.1	The internal audit plan was prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee	Complied		
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management	Complied		
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management	Complied		
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts	Complied		
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		

13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account	Complied		
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management	Complied		
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public	Complied		
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi-Annual and Annual reports have been submitted as per sections 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



4.5 Department of Road Development, Northern Province

Expenditure Head No: 432

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Sri Lanka's A,B,C,D, & E class roads were managed and maintained by the Highways Department, Following the enactment of the 13th Amendment to the Constitution in 1989 for establishment of Provincial Council system island-wide, the responsibility for provincial council roads (C and D class) was devolved to Provincial Councils whilst the National Highway were retained by the Road Development Authority under the Central Government, Within provinces, provincial road agencies, including creating a separate road development department agency under the provincial council, assigning responsibilities to provincial engineering works departments and establishing a separate road development authority.

Provincial Road Development Department has the mandate to execute all roads bridges construction, rehabilitation, improvement, repair work and maintenance pertaining to all provincial C & D class roads 2133.60Km in Northern Province which cover five administrative districts. In addition, as a proficient institution in the field of Road Construction in Northern Province, the other organizations such as Line Ministries, District and Divisional Secretariats, Foreign Funding Agencies and Central Government departments also entrust assignments to Road Development Department. In order to carry out its tasks planning, investigation, designing, estimation, procurement, quality control and contract management in a very professional manner Road Development Department has established Executive Engineer's Offices, Chief Engineer's Office, Design Office and Quality Control Laboratories within Northern Province. Road Development Department have three Chief Engineer's Office respectively Jaffna, Kilinochchi and Vavuniya. It has six Executive Engineer's Office. They are Jaffna, Kilinochchi, Vavuniya, Mullaitivu, Mannar and Point Pedro.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Quality Provincial Road network connecting with National Highways

b) Mission

Providing reliable road facilities in an effective and economic manner for easy mobility of people and goods to improve the socio –economic development of the Northern Province.

c) Objectives

- ❖ Providing facility to the people to travel and transport of goods easily around the Northern Province in order to support state wide and regional economic development.
- ❖ Facilitating equitable access to the community services, activities and economic opportunities for all users.
- ❖ Reducing the incidence of road crashes, their severity and cost to the community.
- ❖ Enhancing the road environment and minimize any adverse environmental impacts.
- ❖ Having an Effective and Efficient institutional management system to accomplish the mission of the institution.
- ❖ Connecting the Provincial roads with National Highways, Economic Centres, Commercial Centres and Service Centres.

1.3. Key Functions

- ❖ Implementation of development programmes of Northern Provincial Road Sector.
- ❖ Maintenance, Improvement, Repairs, Rehabilitation, Reconstruction and Development of C and D class roads in the Province.

- ❖ Preparation of Annual Implementation Programme for the Province, in consultation with the district level interests.
- ❖ Investigation, Planning, Design, Estimation and Implementation of Major Roads and Bridges on the request of other Agencies.
- ❖ Maintenance of Machinery Unit under Advance Account Activity.
- ❖ Preparation of Provincial Road master plan for development to link with National Highways.

1.4. Organizational Chart

1.5. Departments under the Ministry / Main Divisions of the Department

Road Development Department

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

Source of Fund	Project
Criteria Based Grant (CBG)	Provincial Council
Provincial Specific Development Grant (PSDG)	Provincial Council
Maintenance	Provincial Council
TCAMP	World Bank

1.7. Details of the Foreign Funded Projects (if any)

Name of the Project	-	PRDP - TCAMP
Donor Agency	-	World Bank
Estimated Cost of the Project	-	LKR. 1714.42Mn
Project Duration	-	August 2020 to 2023

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

Road Development Department fund from PSDG, Recurrent, CBG and other project which is utilized by providing reliable road facility in an effective and economic manner. To the people who are using northern provincial road network and improve their social and economic life. To work toward the efficient movement of people & goods through the provincial roads. To reduce the accident rate by decreasing the traffic through widening the roads.

2.1 Special Achievements

Through 2023 PSDG fund allocation 12.57km of the provincial roads were improved and 3 major structures were constructed. 137.788 km road, 4km Drainage clearing work, 20.95km Jungle Clearing and Road marking were maintained under recurrent Fund.

2.2 Challenges

- ❖ Lack of fund allocation
- ❖ Delays in release of imprest
- ❖ Road damaged by heavy Flood & un expected climate Change
- ❖ Un Expected traffic flow
- ❖ Coastal Erosion

2.3 Future Goals

- ❖ Providing facility to the people to travel and transport of goods easily around the Northern Province in order to support state wide and regional economic development.
- ❖ Facilitating equitable access to the community services, activities and economic opportunities for all users.
- ❖ Reducing the incidence of road crashes, their severity and cost to the community.
- ❖ Enhancing the road environment and minimize any adverse environmental impacts.



- ❖ Having an Effective and Efficient institutional management system to accomplish the mission of the institution.
- ❖ Connecting the Provincial roads with National Highways, Economic

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	
	Non-Revenue Receipts			-	
	Treasury Imprests		766,798,001	480,262,489	ACA-3
	Deposits		36,310,603	31,384,439	ACA-4
	Advance Accounts		6,428,466	5,438,780	ACA-5/5(a)
	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		809,537,070	517,085,708	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		809,537,070	517,085,708	
	Remittance to the Treasury (D)		31,962,532	683,211	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		777,574,538	516,402,497	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	99,562,125	100,386,184	ACA-2(ii)
	Other Goods & Services	6	299,157,296	278,879,688	
	Subsidies, Grants and Transfers	7	473,722	611,755	
	Interest Payments	8	-	-	
	Other Recurrent Expenditure	9	499,713	3,490,665	
	Total Recurrent Expenditure (F)		399,692,857	383,368,292	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
	Acquisition of Capital Assets	11	500,000	-	
	Capital Transfers	12	-	-	
	Acquisition of Financial Assets	13	-	-	
	Capacity Building	14	-	-	
	Other Capital Expenditure	15	356,341,000	71,206,447	
	Total Capital Expenditure (G)		356,841,000	71,206,447	
	Deposit Payments		24,522,881	63,293,159	ACA-4
	Advance Payments		6,701,326	6,810,566	ACA5/5(a)



	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		31,224,207	70,103,725	
	Total Expenditure I=(F+G+H)		787,758,064	524,678,465	
	Balance as at 31st December J=(E-I)		(10.183.526)	(8,275,968)	
	Balance as per the Imprest Adjustment Statement		(10.183.526)	(8,275,968)	
	Imprest Balance as at 31st December		-	-	
			(10.183.526)	(8,275,968)	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	662,342,961	147,988,096
Financial Assets			
Advance Accounts	ACA-5/5(a)	14,408,755	14,135,894
Cash & Cash Equivalents	ACA-3		-
Total Asset		676,751,715	162,123,990
Net Assets / Equity			
Net Worth to Treasury		(19,121,028)	(7,606,166)
Property, Plant & Equipment Reserve		662,342,961	147,988,096
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	33,529,783	21,742,060
Imprest Balance	ACA-3		-
Total Liabilities		676,751,715	162,123,990

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	800	214,311
Revenue Collected on behalf of Other Revenue Heads	2,567,305	1,573,490
Imprest Received	766,798,001	480,262,489
Recoveries from Advance	1,847,390	871,812
Deposit Received	287,532	16,371,343
Total Cash generated from Operations (A)	771,501,028	499,293,445
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	374,871,872	359,578,992
Subsidies & Transfer Payments	611,755	611,755
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	31,962,532	683,211



Advance Payments	6,000,000	5,850,000
Deposit Payments	23,620,530	61,727,226
Total Cash disbursed for Operations (B)	437,066,688	428,451,183
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	334,434,340	70,842,261
<u>Cash Flows from Investing Activities</u>		
Interest	15,588	10,719
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	1,880	43,530
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	17,468	54,249
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	334,451,808	70,896,510
Total Cash disbursed for Investing Activities (E)	334,451,808	70,896,510
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(334,434,340)	(70,842,261)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5. Property, Plant and Equipment Reserve



This reserve account is the corresponding account of Property Plant and Equipment.

6. Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2023.

3.5 Performance of the Revenue Collection - Not Applicable

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	585,423,000	586,523,000	399,692,857	97% (Imprest confirmation 60% of Road Maintenance allocation 450Mn.)
Capital	366,500,000	366,500,000	356,841,000	97%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
61111	Dwellings	72,205,000.00	72,205,000.00	No	100%
61112	Non Residential Building	492,343,757.13	492,343,757.13		
61121	Transport Equipment	42,184,250.00	42,184,250.00		
61122	Other Machinery & Equipment	20,311,953.52	20,311,953.52		
61410	Land	35,298,000.00	35,298,000.00		
Total		662,342,961.00	662,342,961.00		

3.9 Auditor General's Report**

The final Audit Report has not been received yet

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
01	Reduced Vehicle maintenance cost		✓	
02	Travel time reduced		✓	
03	No of Accidents reduced		✓	
04	flood damage reduced		✓	

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	7. Decent work and economic growth	8.1	Travel time reduced			✓
		8.4	Travel time reduced			✓
2	9. Industry Innovation and Infrastructure	9.1	Travel time reduced			✓
		9.2	Travel time reduced			✓
		9.3	Travel time reduced			✓
		9.4	Travel time reduced			✓
3	11. Sustainable Cities and Communities	11.1	Travel time reduced			✓
		11.2	No of Accidents reduced			✓
			Reduced Vehicle maintenance cost			✓
		11.5	No of Accidents reduced			✓
		11.a	flood damage reduced			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

- ❖ 23 Nos.of roads network Improvements work Under PSDG – Improvements (12.57Km) & 3 Major Structure Construction
- ❖ 46 Nos.of roads network Maintain work under Recurrent Fund - Maintenance (137.788 km)
- ❖ 4km Drainage clearing work, 20.95km Jungle Clearing and Road marking were maintained under recurrent Fund

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	18	15	03
2	Territory	08	07	01
3	Secondary	82	75	07
4	Primary	52	36	16

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- ❖ Employee Conflict
- ❖ Unplanned in Service
- ❖ Increased absenteeism
- ❖ Employee become De motivate
- ❖ Employee morale may drop
- ❖ Affect quality of works



6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
1	Singala Training - level I	3	25.04.2023 - (200 Hours)	MDTU		Local	
2	RTI (Online)	7	11,12,18 & 19.04.2023	MDTU		Local	
3	Project Proposal Writing (online)	3	20,21,24,25,27 & 28.04.2023, 8 & 9.05.2023	MDTU		Local	
4	CIGAS	1	03,04,10,11,12.04.2023	MDTU		Local	
5	ITEC & ETEC	4	19.05.2023	MDTU		Local	
6	CIPPCA 2022/2023 Batch VI	1	04.05.2023	MDTU		Local	
7	Introduction to Project Management	1	09.05.2023 - 12.05.2023	MDTU		Local	
8	Maintenance of Personal File (Online)	4	24 & 25.05.2023	MDTU		Local	
9	Salary Conversion (Online)	10	23,24,25,26,30 & 31.05.2023	MDTU		Local	
10	Data Base Management System	1	15,22,23,24,25.05.2023	MDTU		Local	
11	Establishment code I & II Procedural Rules (Online)	2	29,30 & 31.05.2023	MDTU		Local	
12	Board of Survey Lossess & Write off (Online)	6	06 & 07.06.2023	MDTU		Local	
13	Disciplinary Procedure (Online)	7	06,07,13& 14.06.2023	MDTU		Local	
14	Establishment code I & II Procedural Rules (Online)	5	29.30 & 31.05.2023, 14 to 16.06.2023	MDTU		Local	
15	New CIGAS	3	30.06.2023, 01.07.2023	MDTU		Local	
16	Internal Audit Techniques (Online)	3	25,29,30 & 31.05.2023	MDTU		Local	
17	Right to Information	5	12& 13.07.2023	MDTU		Local	
18	Good Governance	5	12 & 13.07.2023	MDTU		Local	
19	Internal Audit Techniques & Guidelines	3	27 & 28.07.2023	MDTU		Local	
20	Prokon software for Engineering Design	2	24 & 31.08.2023, 07& 14.09.2023	MDTU		Local	
21	Advance Techniques in MS word Excel (Online)	3	22,23,24,29,31.08.2023	MDTU		Local	
22	Techniques inMS Office	2	12,13,14,15,19,20,21& 22.09.2023	MDTU		Local	
23	Powers & Functions of Provincial council systems	10	18& 20.09.2023	MDTU		Local	



24	Singala Training - level II (150 hours)	3	19.09.2023- 150 hours	MDTU		Local	
25	Procurement Guideline on Goods,works,service & information systems	1	22.09.2023	MDTU		Local	
26	Contract Administration (SBD)	1	16& 22.08.2023, 05.09.2023	MDTU		Local	
27	Productivity concepts	1	06.07.2023	MDTU		Local	
28	Auto CAD & 3D Design	1	08,09,15,16,17.08.2023	MDTU		Local	
29	Managning Disputes in works place	1	29.08.2023	MDTU		Local	
30	Contractual Issuess Associated with CIDA standard bidding document	1	08.09.2023	MDTU		Local	
31	Maintenance of Personal File (Online)	5	10& 11.10.2023	MDTU		Local	
32	Quality Assurance in civil works	1	5,6,7,12,13,14.10.2023	MDTU		Local	
33	Salary Conversion	1	19,22& 26.09.2023	MDTU		Local	
34	5S Systems	1	05.09.2023	MDTU		Local	
35	Induction Training Programme for newly recruited Development officer	1	19.10.2023	MDTU		Local	
36	Office systems	14	20.11.2023	MDTU		Local	

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Complied		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Complied		
1.6	Others	-		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		



2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Not Applicable		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Not Applicable		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Not Applicable		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Not Applicable		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			

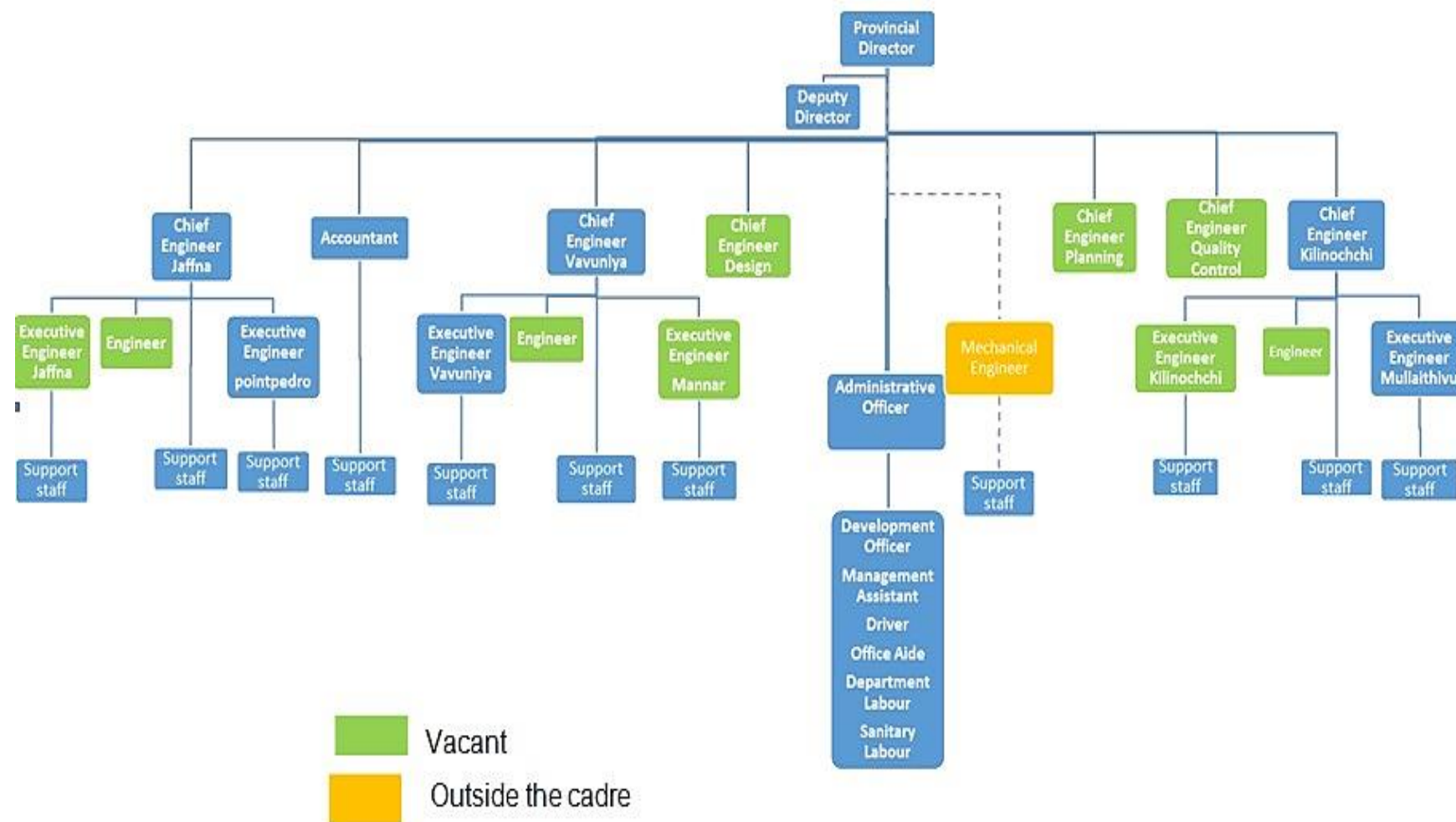


9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Not Applicable		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Not Applicable		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Applicable		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		



17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

4.5 Annexure I – Organization Chart



4.6 Provincial Department of Motor Traffic, Northern Province

Expenditure Head No: 426

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Department of Motor Traffic was established in 1991 in the North East Provincial Council. This department was originally clustered under the Chief Secretary, but with intermediary arrangement, from 2000 it has been clustered under the Provincial Treasury for clear direction and control having regard to the substantiate Revenue collections. Northern Provincial Department of Motor traffic was established with effect from 22nd December 2006 after the bifurcation of North and East Provincial Councils in to Northern Provincial Council and Eastern Provincial Council.

This department comes under Ministry of Finance & Planning, Law & Order, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development and Motor Traffic & Transport. The main responsibility of the department is defined by the thirteenth amendment to the constitution, as per the mandate given by the Ninth schedule of the amendment in section 36:4 which states as follows: -

“Motor vehicle license fees within such limits and subject to such Exemptions as may be prescribed by law made by parliament”

The structure of the Department and its resource allocation are provided according to the Provincial Council Act and other subsequent transitional Power Acts. The department is updated with a Revenue License System with the technical support of ICTA. Now any public can get their vehicle revenue license from any Divisional Secretariats, Head office

1.2. Vision, Mission, Objectives of the Institution

a) Vision

To ensure conducive road transport with good condition of vehicles, maximize public satisfaction and enhance the revenue to Northern Province.

b) Mission:

To ensure the licensing of all registered vehicles which fulfill the regulations and collecting the revenue for the province through advanced digital system in efficient and effective manner.

c) Objectives

Ensure Licensing of all vehicles in a fair manner using modern technology after ascertaining the required certificates and collecting the due revenue for the province through efficient and effective processes.

1.3. Key Functions

- Issuing of Revenue License for registered motor vehicles within the province
- Promoting the function of issuance of License more efficient & effective manner.
- Providing subsidiary services in the districts through Developmental staff attached to Divisional Secretariats.
- Delivering instructions to public on the online revenue license-kiosk to get the automated vehicle Revenue License services
- Maintaining information relating to the issue of Licenses
- Maintaining the date on provincial motor vehicle insurance.
- Issuing fitness certificate to the heavy vehicle through registered garages
- General administration financial control and establishment of the department.

1.4. Organizational Chart - Annexed

Departments under the Ministry / Main Divisions of the Department

Ministry of Finance & Planning, Law & Order, Lands, Electricity, Housing & Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport

Department of Motor Traffic

- Administration Branch
- Accounts Branch
- Planning Branch
- IT Unit

1.5. Institutions / Funds coming under the Ministry / Department / Provincial Council

Provincial Treasury → Motor Traffic

Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements

- ❖ Won the Awards of COPA 2023
Awards for Parliament of Sri Lanka Evaluation Programme of the Committee on Public Accounts Financial Year – 2020, Department of Motor Traffic achieved the best performance.
- ❖ Best Annual Reports and Accounts in the Public Sector – 2022
The Provincial Department of Motor Traffic achieved the certificate of compliance.
- ❖ National productivity standard of 5s Certification – 2023
Provincial Department of Motor Traffic achieved the certificate of compliance.
- ❖ Successfully launched the eRL 2.0 system on the 3rd of October.
- ❖ Completion of Garage Registration -12 garages were registered
- ❖ Conducted Awareness program on fitness garages held on 28.12.2023
- ❖ Fitness garages inspection was held on 31st of October, 1st & 2nd of November -2023
- ❖ 2328 Number of Vehicle Revenue License was obtained through the online service.
- ❖ Obtain online Transfer State Vehicles – 1610 Details are as follows.

Ownership Transferred to the Chief Secretary	Documents Submitted to RMV	Action taken by using the Department	Documents submitted to Comptroller General Department	Ownerships have to be changed	Sold Vehicles
1130	47	07	52	138	236

- ❖ Fleet Insurance issued to Northern Province State vehicles-1162

Number of Comprehensive Insurance - 290

Number of 3rd Party Insurance - 872

- ❖ Details of Vehicle Revenue License Details Issued in – 2023

Summary of Vehicle (Nos) -

Class of Vehicles	Vehicle Count
Motor Cycle	239,954
Motor Car	10,507
Three-Wheeler	25,293
Motor Tricycle	232
Qua tricycle	126
Land Vehicle	20,320
Private Coach	1,440

Omni Bus	835
Lorry	5,613
Lorry Trailer	18
Dual Purpose Vehicle	13,292
Ambulance	85
Total	317,715

Monthly Collection of Revenue

Month	Actual Amount
	2023
January	48,125,175
February	45,628,355
March	52,098,366.01
April	38,787,688
May	51,150,113
June	46,423,153.01
July	55,168,717
August	52,855,595
September	46,197,952
October	55,139,583
November	48,462,445
December	49,410,719
Total	589,447,961.02

2.2 Challenges

Limited Resources – Trained staff members are transferred.

2.3 Future Goals

Migrating eRL 1.0 from Lanka Government Cloud 1.0 to Lanka Government Cloud 2.0 and launch new report generating solution.

Achievements

- Able to get Revenue License for Registered vehicles in any Divisional Secretariat Divisions within the Island.
- Able to issue Vehicle Revenue License in a unique form in Island wide.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts		589,447,961	458,531,782	
	Income Tax	1	-	-	ACA-1
500,000,000	Taxes on Domestic Goods & Services	2	589,447,961	458,531,782	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
500,000,000	Total Revenue Receipts (A)		589,447,961	458,531,782	
	Non-Revenue Receipts				
	Treasury Imprests		60,431,551	58,141,123	ACA-3

	Deposits		441,475	3,568,175	ACA-4
	Advance Accounts		3,433,514	4,547,429	ACA-5/5(a)
	Other Main Ledger receipts				
	Total Non-Revenue Receipts (B)		64,306,540	66,256,727	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		653,754,501	524,788,509	
	Remittance to the Treasury (D)		589,795,624	458,532,419	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		63,958,877	66,256,090	
	Less: Expenditure				
	Recurrent Expenditure				
41,600,000	Wages, Salaries & Other Employment Benefits	5	37,165,234	39,287,838	ACA-2(ii)
21,983,000	Other Goods & Services	6	20,578,941	19,761,190	
4,160,000	Subsidies, Grants and Transfers	7	3,761,985	297,691	
-	Interest Payments	8	-	-	
50,000	Other Recurrent Expenditure	9	49,895	29,495	
67,793,000	Total Recurrent Expenditure (F)		61,556,055	59,376,215	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
500,000	Acquisition of Capital Assets	11	494,335	1,000,000	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
-	Other Capital Expenditure	15	-	-	
500,000	Total Capital Expenditure (G)		494,335	1,000,000	
	Deposit Payments		441,475	3,568,175	ACA-4
	Advance Payments		3,431,326	4,600,884	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		3,872,801	8,169,059	
	Total Expenditure I=(F+G+H)		65,923,191	68,545,274	
	Balance as at 31st December J=(E-I)		(1,964,314)	(2,289,184)	
	Balance as per the Imprest Adjustment Statement		(1,964,314)	(2,289,184)	
	Imprest Balance as at 31st December		-	-	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
-Financial Non Assets			
Property, Plant & Equipment	ACA-6	23,136,173	22,760,838
Financial Assets			
Advance Accounts	ACA-5/5(a)	6,590,680	6,592,868
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		29,726,853	29,353,706
Net Assets / Equity			
Net Worth to Treasury		6,590,680	6,592,868

Property, Plant & Equipment Reserve		23,136,173	22,760,838
Rent and Work Advance Reserve	ACA-5(b)	-	-
Current Liabilities			
Deposits Accounts	ACA-4	-	-
Imprest Balance	ACA-3	-	-
Total Liabilities		29,726,853	29,353,706

3.3 Statement of Cash Flows

For the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	589,447,961	458,531,782
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	462,615	130,260
Revenue Collected on behalf of Other Revenue Heads	180,165-	69,549
Imprest Received	60,431,551	58,141,123
Recoveries from Advance	434,040	368,650
Deposit Received	424,150	3,549,600
Total Cash generated from Operations (A)	651,200,317	520,790,964
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	54,213,100	55,364,729
Subsidies & Transfer Payments	3,761,985	297,691
Expenditure incurred on behalf of Other Heads	-	-
Vehicle Revenue	589,447,961	458,531,782
Imprest Settlement to Treasury	347,663	637
Advance Payments	2,493,798	2,048,400
Deposit Payments	441,475	3,568,175
Total Cash disbursed for Operations (B)	650,705,982	519,811,414
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	494,335	979,550
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	20,450
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	20,450
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	494,335	1,000,000
Total Cash disbursed for Investing Activities (E)	494,335	1,000,000
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(494,335)	(979,550)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Grants Received	-	-

Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognised on the cash receipts during the accounting period irrespective of taxable period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5. Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of PP&E

6. Cash and Cash Equivalents

Cash & Cash equivalents include Local currency notes and coins on hand as at 31st December 2023

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
1003.01.00	Motor Vehicle Licence Fees	500,000	500,000	589,448	117%

- Tax rate was increased according to Extra ordinary No 2306/02 dated on 14.11.2023

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	67,793	67,793	61,556	91%
Capital	500	500	494	99%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments -Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9152	Machinery and Equipment		23,136	Nil	100%

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators

S. No	Specific Indicators	Indicators of the achievement	Measurements Units	Percentage		
				100% - 90%	75% - 89%	50% - 74%
01	Ensuring Smooth Administrative functions	Cases attended	Number of cases	✓		
02	Efficiency and productivity of staff	Conducted Trainings & Knowledge sharing to Staff	No of Hours/Days	✓		
			No of Programmes	✓		
			No of Staffs	✓		
03	Preparing Plans & Reports		Number of reports	✓		
04	Managing Available Provisions & Reporting		Spent Amounts	✓		
			Number of Vouchers	✓		
05	Maintenance improved		Allocation Amount	✓		
06	Completed tasks without delay	Issued Fleet Insurance Vehicle Ownership & Details Changed	Number of Issued Revenue Licence	✓		
			No of Issued PSV Books	✓		
			No of Insurance	✓		
			No of cases	✓		
07	Internal Auditing & Observations	Arranged field Visits to Divisions	No of Field Visits		✓	
		Report Submitted	No of Results		✓	

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	9-Industry, Innovation and Infrastructure	Easy access to get vehicle revenue through the eRL 2.0 system	No.of License issued			✓

2	13-Climate action	Maintaining Healthy Atmosphere	No.of Emission certificates submitted			✓
3	17- Partnerships for the Goals	Implement the system with the cooperation of other Institutions	No.of partnerships			✓

5.2 Achievements and Challenges of the Sustainable Development Goals

- I. Get Other Province Vehicle Revenue License easily
- II. Quick and Easy Monitoring developed
- III. Reduce the Environments Pollution

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	01	01	
2	Territory	01	01	
3	Secondary	55	54	01
4	Primary	04	03	01

6.2 Shortage in human resources

Increased Workload: Staff shortages can lead to increased workload due to eRL 2.0 system established.

- Development Officer -08 (Requested)
- Driver -01(Vacant)
- OES-01(5 years No pay)

6.3 Human Resource Development

S. No	Name of the Program	No. Of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	eRL 2.0 System user Training Program	87	02 Days			Local	
02	Language-Training Sinhala level -II, 200 hours	01	200 hrs			Local	
03	Sign Language Training Course for Field Officers	01	07Days			Local	
04	APIT Tax	01	01 Day			Local	
05	Training on Techniques in M.S Office	05	28hrs			Local	
06	Training on Government Payroll system	01	05 Days			Local	
07	Training on Maintenance of Personal file	03	7hrs			Local	
08	Training on Vehicle Management Techniques	01	7hrs			Local	
09	Training on Salary Conversion	02	21hrs			Local	
10	Training on Disciplinary Procedure	01	14hrs			Local	



11	Training on New CIGAS Software	03	5 Days			Local	
12	Training on Office System and Procedures	01	01 Day			Local	
13	Training on PC Maintenance & Trouble Shooting	01	04 Days			Local	
14	Training on Positive Thinking & Personality Development	01	01 Day			Local	
15	Training on Effective Office Assistance	01	01 Day			Local	
16	Training on Web Based Applications	02	03 Days			Local	
17	Induction Training Programme for Newly Recruited Development Officers	05	10 Days			Local	
18	Training on Quality Circles & KAIZEN	01	01 Day			Local	
19	Workshop on Family Work Balance & Parental Awareness	07	01 Day			Local	
20	Workshop on Bribery	58	01 Day			Local	
21	Workshop on Gender Norms & Gender Budgeting	01	02 Days			Local	

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not applicable		
1.4	Stores Advance Accounts	Not applicable		
1.5	Special Advance Accounts	Not applicable		
1.6	Others	Not applicable		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		

2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			

9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not applicable		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Not applicable		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not applicable		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Not applicable		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Not applicable		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		



17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not applicable		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

4.6 Annexure I – Organization Chart





5.0 Ministry of Agriculture, Agrarian Service, Animal Husbandry, Irrigation, Fisheries, Water Supply and Environment.

- 5.1 Ministry of Agriculture**
- 5.2 Department of Agriculture**
- 5.3 Department of Animal Production & Health**
- 5.4 Department of Irrigation**



5.1 Ministry of Agriculture and Agrarian Services, Animal Husbandry, Irrigation, Fisheries, Water Supply & Environment, Northern Provincial Council

Expenditure Head No: - 411

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Northern Province which is predominantly in the dry zone of Sri Lanka encompasses five administrative districts of Jaffna, Kilinochchi, Mullaitivu, Vavuniya & Mannar and consists an area of 8,884 sq. K.m.

Ministry of Agriculture, Agrarian service, Animal Husbandry, Irrigation, Fisheries, Water Supply, Environment carries out the functions and responsibilities defined under the 13th amendment to the constitution.

Department of Agriculture is the major role to fulfill the requirement of people who consume the agriculture goods and provides technical advice to the farmers in NP. They provide many services to the farmers such as delivering services specially crop diseases and pest control by Agriculture Instructors (AIs), giving training to AIs, supplying fertilizer to the farmers and producing seeds and etc.

The Irrigation is a devolved subject and rehabilitation of major and medium tanks and channels works are being carried out by the Provincial Irrigation Department. The inter provincial Irrigation Schemes are not falling under the purview of this ministry functions. There are about 1740 minor tanks and 1605 ponds in NP and most of these are not used for Irrigation purposes and are abandoned due to the past conflict situation. There is an urgent need to rehabilitate these tanks to reactivate farming by internally displays and resettled community in the province. In addition, 60 anicuts are in NP also is further assets.

Livestock is also one of the sectors which influence the life and well-being of a wide spectrum of our community. The sector contributes to the rural economic by way of production of milk, meat and eggs in additions to the supply of draught power (Bio – Gas) and manure for crop production. It also ensures the supply of valuable nutrients and provides self-employments opportunities to the people of the area. But massive loss in Profits obtained from Poultry and Dairy Animals as the Cost of commercially available animal feed prices have increases by 100%- 200% during last 2 -3 months of time in Sri Lanka.

Fisheries sector is the second important economic activity in the Northern Province and it contributes substantially towards the livelihood of the population. There is a high demand for fish protein in Sri Lanka and it is in the usual food Consumption pattern of the Northern people. This could be met through better utilizing fisheries resource in NP. Inland fishing is one of the major concerns under the Ministry of Agriculture and carries out the activities to promote it.

However, fisheries sector is not devolved subject and is a concurrent subject under the 13th amendment. Therefore, the ministry programmes are implemented with limited budgetary provisions and human resource. Livestock and fisheries sub-sectors are to be developed along with agriculture so as to provide balanced diet to maintain a healthy nation and save foreign exchange on imports.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Develop a strong, efficient and productivity focused agriculture sector aimed to contribute the national economic development by ensuring the food security in the Northern Province.

b) Mission

Developing sustainable agriculture sector in the Northern Province for protecting the environment and improving the quality of life of the citizen through making a robust economy by sustainable management of natural and human resources and use of modern technologies.

c) Objectives

- ❖ Increase domestic agricultural production to ensure food and nutrition security of the nation.

- ❖ Promote agricultural productivity and ensure sustainable growth.
- ❖ Maximize benefits and minimize adverse effects of globalization on domestic and export agriculture.
- ❖ Adopt productive farming systems and improved agro- technologies with a view to reduce the unit cost of production and increase profits.
- ❖ Apply environmentally friendly techniques in agriculture.
- ❖ Promote agro-based industries and increase employment opportunities.
- ❖ Enhance the income and the living standards of the farming community.
- ❖ Establish a healthy livestock population and take care of the ethic of the animals by enforcing all acts and regulation.
- ❖ Increase the productivity of the livestock through improves the genetic quality of the indigenous stock.
- ❖ Improve the knowledge of the livestock farmers through continuous education.
- ❖ Improve the management system of the livestock.
- ❖ Improve the institutional capacity building for better output.
- ❖ Planning, co-ordination, monitoring, evaluation and publishing the achievement.
- ❖ Improvement of nutritional status and food security of the people by increasing the national fish production
- ❖ Minimization of post-harvesting losses and improvement of quality and safety of fishery products to acceptable standards
- ❖ increase employment opportunities in fisheries and related industries and improve the social-economic status of the fisheries community
- ❖ increase foreign exchange earnings from non-traditional fishery products exports
- ❖ conservation of the aquatic environment to ensure the sustainability of the fish and aquatic resources

1.3. Key Functions

- ❖ Acting as the operational establishment related to the development Strategies implemented in the province under the ministry
- ❖ Review provincial agriculture development strategy
- ❖ Preparation of ministerial budget
- ❖ Development of agro products
- ❖ Organization of farmers under agro societies
- ❖ Implementation of training programmes related to Agriculture, Animal Husbandry, Irrigation and Inland Fisheries.
- ❖ Introducing new farming technologies in Agriculture and Animal Husbandry
- ❖ Maintaining a sustainable irrigation management system
- ❖ Maintenance of existing Irrigation tanks and distribution channels
- ❖ Keep up coordination with line ministries in respect of departmental projects
- ❖ Preparation of Project proposals and Implementation of approved projects
- ❖ Facilitating in personnel management of ministry and departments under its purview.

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

- ❖ Department of Agriculture
- ❖ Department of Animal Production and Health
- ❖ Department of Irrigation
- ❖ Inland Fisheries Unit

1.6. Institutions / Funds coming under the Ministry

- Provincial Fund – Recurrent, CBG, PSDG, CBG Maintenance
- Line Ministry – Ministry of Agriculture
- State Ministry - Ministry of Livestock, Ministry of Irrigation
- BETA Power (Pvt) Ltd. and JOULE Power (Pvt) Ltd - CSR

1.7. Details of the Foreign Funded Projects (if any)

- ❖ Name of the Project- **Agriculture Sector Modernization Project**
Donor Agency- World Bank
Estimated Cost of the Project – U.S.\$ 28Mn
Project Duration – 05 Years (2016-2023)
- ❖ Name of the Project- **Climate Smart Irrigated Agriculture Project** (CSIAP)
Donor Agency- World Bank
Estimated Cost of the Project – U.S.\$ 125Mn
Project Duration – 06 Years (2018-2024)
- ❖ Name of the Project- **Japan International Cooperation Agency (JICA)**
Donor Agency- Japan
Estimated Cost of the Project – RS in 200 Mn
Project Duration – 05 Years (2019 of March-2024 of September)
- ❖ Name of the Project- **Integrated Watershed & Water Resources Management Project (IWWRMP)**
Donor Agency- World Bank
Estimated Cost of the Project – RS in 1985.79 Mn
Project Duration – 05 Years (2019 of March-2024 of September)
Expenditure - 1027.48Mn

Chapter 02 - Progress and the Future Outlook

Future Goals

- ❖ Increased Production and Productivity
- ❖ Increased use of machinery
- ❖ Reduced post harvesting losses by adopting innovative methods
- ❖ Decreased crop damage
- ❖ Increased value-added products and market
- ❖ Improved water quality and availability
- ❖ Self Sufficiency in Milk Production
- ❖ Increased feed
- ❖ Self-sufficiency in egg production
- ❖ Self-sufficiency in meat production.
- ❖ Reduced disease outbreaks
- ❖ Increased formal collection & sales of milk and dairy products
- ❖ Increased Fish and Prawn Production and Productivity
- ❖ Increased Access of fishing
- ❖ Increased post harvesting technology
- ❖ Increased the availability of fingerlings
- ❖ Increased harvesting of fishes
- ❖ Increased marketing facilities
- ❖ Improved knowledge to the fisheries societies
- ❖ Increased technical knowledge to the staff

- ❖ Promoted value added products using inland fish
- ❖ Increased use of fishing equipment and technologies
- ❖ Strengthened the fisheries societies

Special Achievements

1. Two foreign funded projects, Agriculture Sector Modernization Project and Climate
2. Smart Irrigated Agriculture Project have been implementing

Challenges

1. There are many vacancies will have to be filled in the Departments.
 - a. SLAgS in Department of Agriculture – 20 Vacancies
 - b. SLAPHS in Department of Animal Production & Health – 32 Vacancies
2. There is no permanent building for the ministry office. This is one of the factors to affect the productivity works.
3. Insufficient of Provincial Specific Development Grant (PSDG) for Ministry of Agriculture in 2023.
3. There is no direct control mechanism for Farmers Organization.

Chapter 03 -Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	
	Non-Revenue Receipts				
	Treasury Imprests		59,977,844	57,068,720	ACA-3
	Deposits		1,846,979	1,441,037	ACA-4
	Advance Accounts		2,186,527	2,456,584	ACA-5/5(a)
	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		64,011,350	60,966,341	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		64,011,350	60,966,341	
	Remittance to the Treasury (D)		826,711	1,405,348	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		63,184,639	59,560,993	
	Less: Expenditure				
	Recurrent Expenditure				
36,750,000	Wages, Salaries & Other Employment Benefits	5	31,865,677	33,462,661	ACA-2(ii)
18,421,000	Other Goods & Services	6	13,862,530	9,436,556	
350,000	Subsidies, Grants and Transfers	7	319,805	353,512	
-	Interest Payments	8	-	-	



50,600	Other Recurrent Expenditure	9	46,261	104,610	
55,571,600	Total Recurrent Expenditure (F)		46,094,273	43,357,339	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	-	
500,000	Acquisition of Capital Assets	11	498,000	626,850	ACA-2(ii)
25,000,000	Capital Transfers	12	12,873,254	10,033,252	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
5,800,000	Other Capital Expenditure	15	5,188,683	3,337,960	
31,300,000	Total Capital Expenditure (G)		18,559,937	13,998,062	
	Deposit Payments		3,622,058	1,397,864	ACA-4
	Advance Payments		2,714,066	3,022,733	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		6,336,124	4,420,597	
	Total Expenditure I=(F+G+H)		70,990,334	61,775,998	
	Balance as at 31st December J=(E-I)		(7,805,695)	(2,215,005)	
	Balance as per the Imprest Adjustment Statement		(7,805,695)	(2,215,005)	ACA7
	Imprest Balance as at 31st December		-	-	ACA3
			(7,805,695)	(2,215,005)	

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	28,344,011	28,508,191
Financial Assets			
Advance Accounts	ACA-5	6,852,294	6,324,755
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		35,196,305	34,832,946
Net Assets / Equity			
Net Worth to Treasury		6,662,294	4,359,676
Property, Plant & Equipment Reserve		28,344,011	28,508,191
Current Liabilities			
Deposits Accounts	ACA-4	190,000	1,965,079
Imprest Balance	ACA-3	-	-
Total Liabilities		35,196,305	34,832,946

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-

Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	40,071	87,734
Imprest Received	59,977,844	57,068,720
Recoveries from Advance	630,443	731,295
Deposit Received	1,534,135	1,063,490
Total Cash generated from Operations (A)	62,182,493	58,951,239
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	41,489,304	39,480,150
Subsidies & Transfer Payments	319,805	353,512
Expenditure incurred on behalf of Other Heads	-	495,074
Imprest Settlement to Treasury	826,711	1,405,348
Advance Payments	2,508,792	2,450,000
Deposit Payments	3,621,768	1,056,670
Total Cash disbursed for Operations (B)	48,766,380	45,240,754
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	13,416,113	13,710,485
Cash Flows from Investing Activities		
Interest	-	-
Divestiture Proceeds & Sale of Physical Assets	320	29,850
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	320	29,850
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	13,416,433	13,740,335
Total Cash disbursed for Investing Activities (E)	13,416,433	13,740,335
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(13,416,113)	(13,710,485)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

Basis of Reporting

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2. Basis of Measurement

- The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.
- The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of taxable period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

- ❖ An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.
- ❖ PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5. Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of PP&E.

6. Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2023.

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of the Final Revenue Estimate
2002.02.02	Interest	240,000.00		246,125.68	
2003.99.00	Miscellaneous	24,200.00		52,220.06	
2006.02.02	Sales of Capital Asset - others	-		320.00	

3.6 Performance of the Utilization of Allocation

Rs.000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	55,546,000	55,571,600	46,094,273	83%
Capital	25,500,000	31,300,000	18,559,937	59%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments- Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. 000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6112101	Passenger vehicle	12,442,000.00	12,442,000.00		
6112109	Motor Cycle	65,000.00	65,000.00		
6112201	Office Equipment	2,588,891.96	2,588,891.96		
6112202	Computer Equipment	7,787,366.49	7,787,366.49		
6112203	Electrical Equipment	1,553,512.52	1,553,512.52		
6112204	Communication Equipment	753,021.50	753,021.50		
6112205	Furniture	3,056,443.48	3,056,443.48		
6112208	Sports Equipment	16,525.00	16,525.00		
6112212	Industrial & Manufacturing Equipment	10,000.00	10,000.00		
6112216	Agricultural & Dairy Equipment	71,250.00	71,250.00		

3.09 Auditor General's Report**

The final audit report has not received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

4.1.1 Provincial Specific Development Grant (PSDG)

S.No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
01	Stocking Fingerlings in Kilinochchi, Vavuniya, Mannar, Mullaitivu (MT) and Stocking fingerlings in Jaffna Lagoon (MT)		88.2%	

4.1.2 Criteria Based Grant (CBG) – Office Development

S.No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
01	Lap-Top - (01)	100%		
02	Desk Top (6"4") - (01)	100%		

4.1.3 Cooperate Social Responsibility (CSR)

S.No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
01	Renovation of Uoorvanikanpattu Muththumari Amman Road – Stage -11	100%		

4.1.4 Environmental Unit (EU)

02	Word soil Day	100%		

N o.	Goals /Objective	Targets	Indicator of the achievement	Broad Activity Area	Progress of the Achievement to date		
					0 – 49%	50 -74%	75- 100%
1	2.Zero Hunger	2.4.	2.4.1. Proportion of agricultural area under productive and sustainable agriculture	Promotion of Other Field Crop seed production program	-	-	111 ac – 100%
				Promotion of minor millet cultivation	-	-	396 ac- 100%
				Promotion of Crop diversification in paddy land by Green gram	-	-	119 ac – 100%
		2.3	2.3.2.Average income of small- scale food producers by sex and indigenous status	Promotion of turmeric cultivation with processing (polisher)	-	-	7.3 ac- 100%
		2.C	2.C.1. Indicator of food price anomalies	Improvement of existing traditional food preparation and sale units (Ammachchi)	-	01 no. – 70%	-
		2.4.	2.4.1. Proportion of agricultural area under productive and sustainable agriculture	Establishment of Drying floor		01 no. – 70%	03 nos. 100%
				Strengthening of Farmer Training Center cum AI office (FTC)	-	-	01 no. – 100%



				Improvement of the Deputy Provincial Director of Agriculture (DPDA) office	-	02 nos. – 80%	03 nos. – 100%
				Strengthening of District Agriculture Training Center (DATC)	01 no. – 25% 01 no. – 40% 01 no. – 0%	01 no. – 60%	05 nos. – 100% 01 no. – 90% 01 no. – 80%
				Strengthening of Government Seed Production Farm (GSPF), Vavuniya	01 no. – 0%	-	02 nos. – 100%
				Development of Theravil Farm, Mullaitivu	-	-	01 no. – 100% 01 no. – 90%
				Development of Horticulture Genetic Resource center, Atchuvely	01no. – 35%	-	-
2	4.Education	4.3	4.3.1 Participation rate of youth and adults in formal and non-formal education and training in the previous 12 months, by sex	Conduct Agriculture related occupational Safety and Health Training to 1000 farmers			1000 farmers 100%
3	17. Partnership for Sustainable Goals	17.11	17.11.1 Developing countries and least developed countries' share of global exports	TOM EJC Mango cultivation in Jaffna under ASMP			100 ac 100%
				Export oriented banana (Kathali) cultivation in Jaffna			150 ac 100%
				Passion fruit cultivation in Kilinochchi			100 ac 100%
				Papaya Cultivation in Vavuniya North			25 ac 100%

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

G.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% -74%	75% - 100%
01	No poverty	35000	Monthly Income/Fishermen (Rs.)			92.6%
02	Zero hunger Good Health	1000MT	Amount of Fish Production (MT)			89.7%
		50MT	Amount of Prawn Production (MT)			100%

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievements

1. Decreased poverty in all it's from everywhere targets were achieved by the Provincial Specific Development Grant (PSDG) fund
2. Officers are motivated by Sustainable Development Goals

Challenges

1. Allocation is not sufficient to achieve the Sustainable Development Goals

2. Consumption of inland fish in Northern Province is very low.

5.1.1 Department of Agriculture

5.1.2 Department of Animal Production & Health

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	2.Zero Hunger	1.1	Extent of land used for pasture/fodder cultivation up to 485 Ha.			98 %
		2.1				
		2.2	Increased number of small-scale dairy units upgraded up to 1300 No.		66 %	
		2.3				
		2.4	Increased annual milk production up to 50.00 million L.			92 %
		2.5	Increased annual mutton production up to 1,640 MT.			98 %
		12.2	Increased annual egg production up to 44.00 Mn.			76 %
2	12.Responsible consumption and production	12.2	Increased local consumption of liquid milk up to 22.00 Mn.L			90 %
		12.a				
3	3 Good health and well-being	3.2	Increased annual OPD & field cases attended by veterinary offices / Hospital up to 0.70 Mn.		57 %	
		3.3				
		3.6				
4	16 Partnerships for the goals	16.6	Number of farmer training programs conducted up to 650 Nos			100 %
		7.1				
		2.3	Number of institutions strengthened / renovated up to 10 Nos	30 %		
			Increased number of mobile veterinary clinics conducted up to 150 Nos			81 %
			Number of staffs trained up to 400 Nos			100 %

5.13 Department of Irrigation

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	Productivity Improvement	Sustainable Irrigation & Operation and Maintenance of Tank	Sustainable Irrigation facilities ensured (85,952 acs)			89%
			Operation & Maintenance works carried out for irrigation schemes (49 nos)			
2	Improvement of Physical assets	Extent of cultivation increase	Extent of lands benefitted (10 acs)			89%
			Irrigation Schemes improved (49 nos)			
3	Developing and Managing Ground water potential for sustainable live hood	Ensured the quality of Ground water	Increased the rate of Ground water recharge (5%)		50%	
			Ensured the quality of Ground water (8 Nos.)			
5	Empower the farming community for sustainable management of Irrigation schemes	Extent of cultivation increase	Extent of lands benefitted (10 acs)			100%

Chapter 06 - Human Resource Profile

6.1 Cadre Management

6.1.1 Cadre Management - Ministry

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	6	5	1
2	Territory	1	1	0
3	Secondary	23	27	(4)
4	Primary	11	4	7

6.1.2 Cadre Management – Fisheries Unit

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	1	1	-
2	Territory	-	-	-
3	Secondary	12	8	4
4	Primary	2	2	-

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Disciplinary Procedure	27	11/2 hur			Local	Improvement Personal development
02	Pension Procedure and complete the forms	80	71/2 hur			Local	
03	Production to good computing	01	02 days	-	-	Local	
04	Preparation of Voucher	31	2days			Local	
05	Improvement Knowledge of Hard ware & Soft ware	41	10 days			Local	
06	Result Based Management for Inclusive	07	02days			Local	
07	CIPPCA	02	01day			Local	
08	Payroll	02	05days			Local	
09	Data base Management System	01	05days			Local	
10	Advance Technique in MS Word & MS Excel	10	03 days	-	-	Local	
11	Benefits and Privilege of Public System	03	02days			Local	
12	Anticorruption	05	02days			Local	
13	Vehicle Management System	04	02days			Local	
14	Maintenance of Personal File	05	02days			Local	
15	Training Accrual Basic Accounting	02	02days			Local	
16	Establishment Code 1 ,11	04	04days			Local	
17	Project Planning Preparation, Monitoring & Evaluation	01	02days			Local	
18	Board of Survey and Write off	08	02days			Local	
19	Power and Function of Provincial Council system	06	04days			Local	



20	Conflict Management and Negotiation skill	08	05days			Local	
21	Introduction to National Audit Act	01	02days			Local	
22	Productivity Concepts Basic Tools	05	01days			Local	
23	Good Governance	02	01days			Local	
24	CICAS	01	05days			Local	
25	Positive Thinking and Personality Development	01	01days			Local	
26	Sinhala Training	01	03months			Local	
27	Web Based Applications	01	06days			Local	
28	Maintenance of Personal File	02	02days			Local	
29	Quality Circles and KAIZEN	01	02days			Local	
30	Disciplinary Procedure	08	04days	-	-	Local	
31	Office Management system	01	01days	-	-	Local	
32	Project Proposal writing	01	06 days	-	-	Local	
33	Internal Audit Techniques	07	04 days	-	-	Local	
34	Leave	62	3.5days compiled	-	-	Local	
35	Salary Conversion	10	06days	-	-	Local	

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	NA		
1.4	Stores Advance Accounts	NA		
1.5	Special Advance Accounts	NA		
1.6	Others			
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and updated	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports have been maintained and updated	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		



2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		

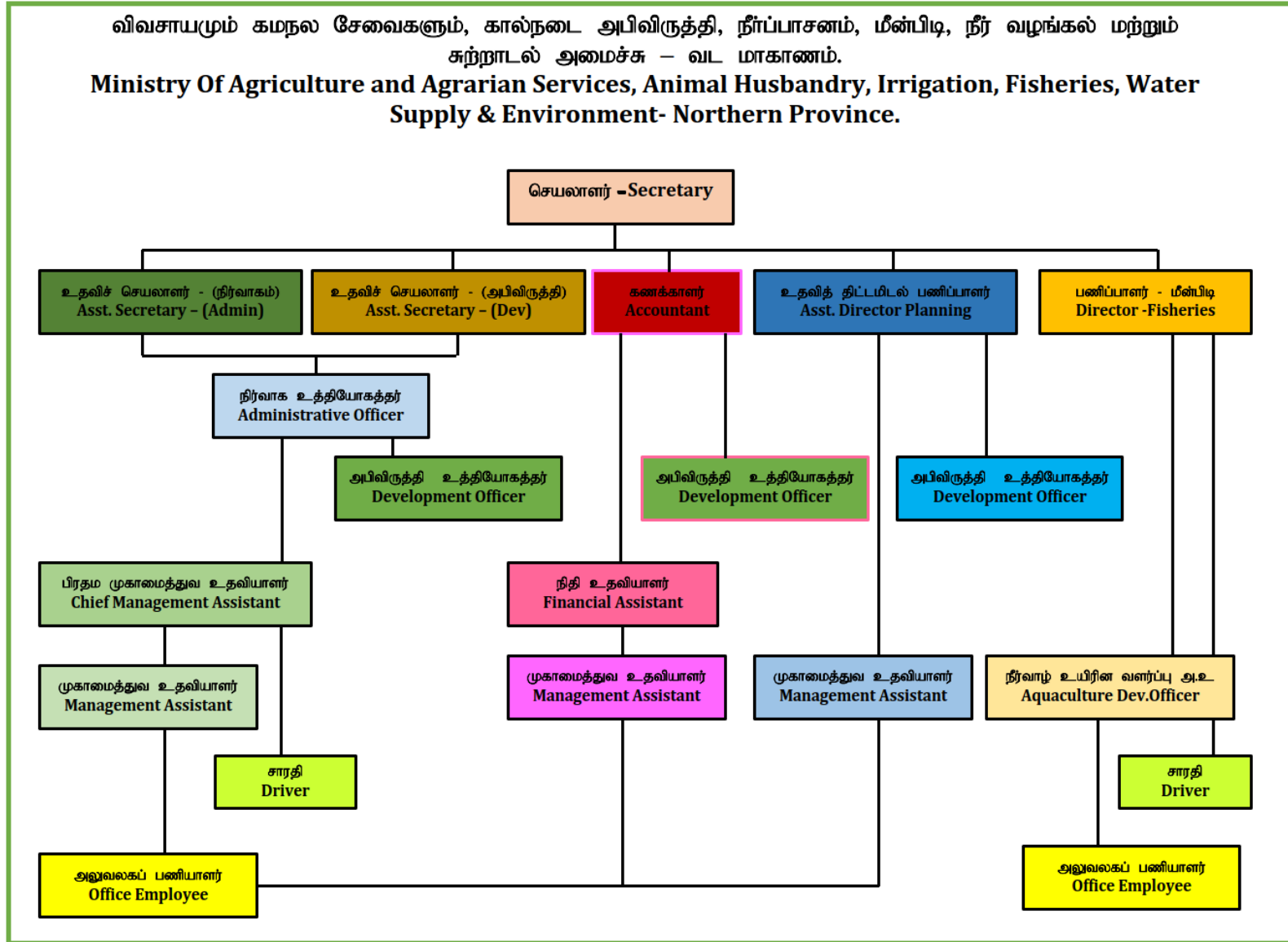


9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Not Complied	Early retirement for due to the medical reason	Action has been taken to deduct from committed pension of the staff
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	NA		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	NA		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			



18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

5.1 Annexure I – Organization Chart



5.2 Provincial Department of Agriculture, Northern Province

Expenditure Head No: 480

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The office of the Provincial Director of Agriculture is situated in Palaly Road, Thirunelvely in Jaffna. This office is in charge of overall Agricultural Development, Administrative and Financial Management of the Provincial DOA. It comes under the Ministry of Agriculture and Agrarian Services, Animal Husbandry, Irrigation, Fisheries, Water Supply & Environment – Northern Province.

The extension and training functions of the DOA was devolved at the provincial level. Northern Province consists of five districts under its agricultural, administrative and development purview, covering a total area of 8850 km² which is only 12% of the land area of the country, while its population is estimated to be 1.2 million including 168,902 farm families. In the Northern Province, 115,724 ha of paddy land and 67,700 ha of highland are available for the utilization of agriculture purposes. About 11 major, 54 medium, 2,744 minor irrigation schemes and 20 river basins are available as water sources for irrigated agriculture as natural endowment of the province.

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

Achieve Excellence in Agriculture for provincial and national prosperity

b) Mission

Provide efficient and effective need-based extension services to the farming community and other needy people for optimum utilization of resources to achieve an equitable sustainable Agriculture Development and commercial farming for sound socio-economic development of the province

c) Objectives

- ❖ Introduction of innovative
- ❖ Providing efficient services
- ❖ Encourage farmers to an environmentally friendly high yielding farming system
- ❖ Encourage mechanization
- ❖ Raise the knowledge of paddy cultivation of farmers and officers
- ❖ Create awareness among farmers through model gardens in selected divisions and implementation of agricultural projects
- ❖ Coordination with District, Divisional and Village level

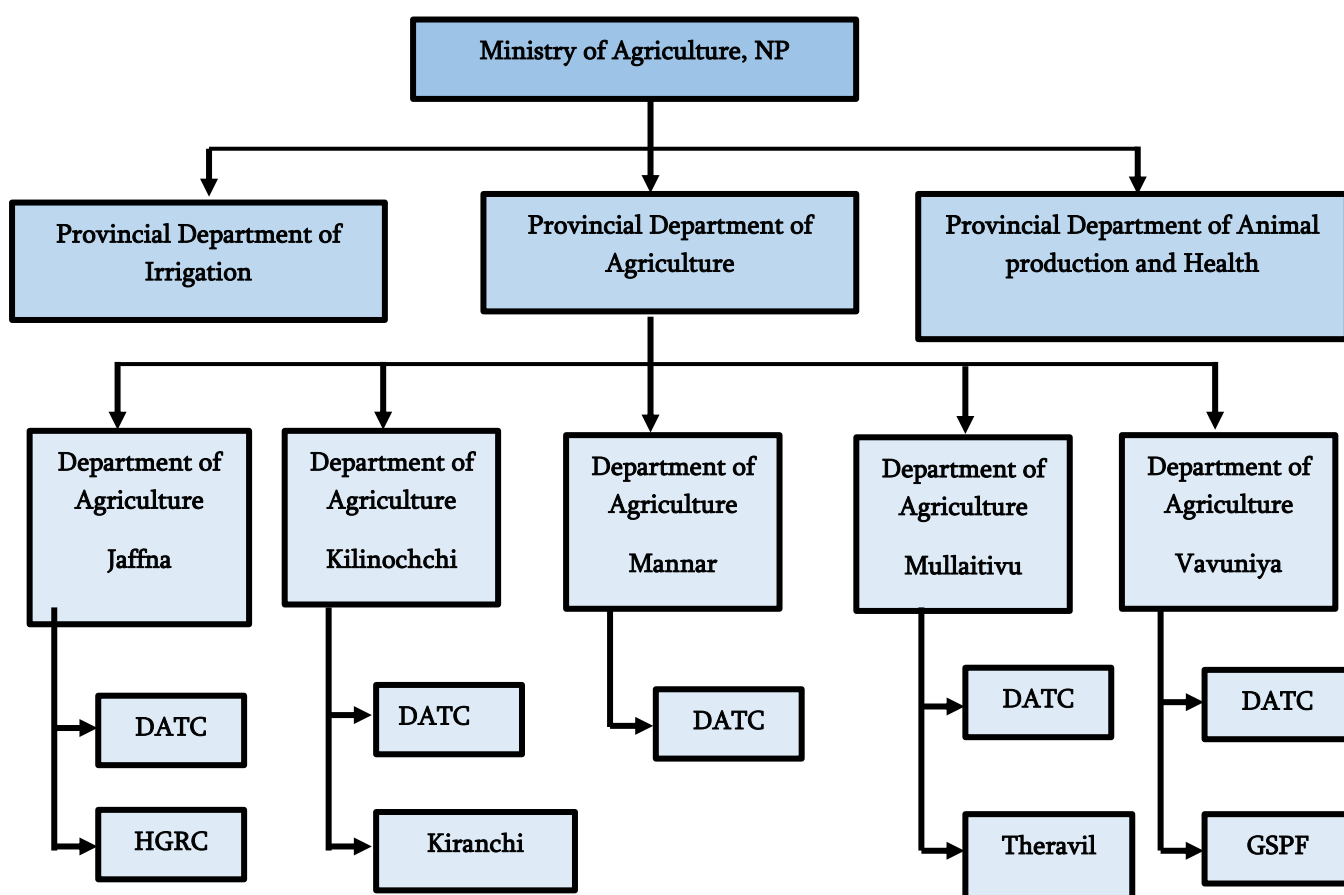
1.3. Key Functions

- ❖ Provide knowledge and skills in the agricultural field to the farming community and make them to adopt improved technologies through demonstrations, field days, training, meetings, group discussions, campaigns etc.
- ❖ Provide agricultural training to the needy farmers in the field of agriculture in 161 AI ranges and 5 DATCs.
- ❖ Transform 5 DATCs as agro-technological parks and maintain them.
- ❖ Conduct agricultural exhibitions in 5 DATCs and selected farmers' fields
- ❖ Take the farmers on field tours to research stations, training centres, other farmer's fields etc within the province and other parts of the country to educate them and create necessary attitudinal changes to adopt new technologies.
- ❖ Supply seeds, planting material, farm equipment, machinery, and tools to the needy resettled and vulnerable farmers.

- ❖ Produce seeds and planting materials in the Government Seed Production Farm and through a contract growing system.
- ❖ Produce coconut seedlings in Government Coconut Seedling Production Farm.
- ❖ Produce planting materials in the Horticulture Genetic Resource Centre and through a contract growing system
- ❖ Establish farms and maintain them in selected locations as demonstration sites and seed production units.
- ❖ Build up the capacity of the staff through regular in-service training with the reconstruction of the In-Service Training Institute in Kilinochchi and recommencement of its training activities.
- ❖ Mobilize farmers as commodity-based societies and support them to undertake production in a commercial scale and market produce in an organized manner.

1.4 Organizational Chart: - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department



1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

- Provincial Specific Development Grant
- Criteria Base Grant
- Organic Fertilizer Pesticides Production Project under Special Grant Fund

1.7. Details of the Foreign Funded Projects (if any)

No.	Name of the project	Donor Agency	Estimated Cost of the Project (Rs. in mn)	Project Duration
01.	LEED Project+ Project with the supported ILO	International Labour Organization	73.6	(10.03.2022-31.05.2023)
02.	CRIWMP	Green climate fund	20	1 year (01.01.2023-31.01.2023)
03.	Climate Smart Irrigated Agriculture Project	World Bank		3 Years
04.	Agriculture Sector Modernization Project	World Bank		
05.	Good Agriculture Practices(GAP)	Food and Agriculture Organization		1 year
	Food Security Initiatives			
06.	School Garden			
07.	Home Grown School Feeding under the World Food Programme	World Food Organization	6.4	2 years
08.	FAO GAP	FAO Fund	82.2	2 year

Chapter 02. Progress and the Future Outlook

2.1 Special Achievements

2.1.1 Provincial Specific Development Grant (PSDG)

Rs.119 Mn allocated to 65 activities in PSDG programme and fund confirmation was given initially for 11.67 Mn bills in hand and 24.02 Mn under continuation work of 2022 activities. Rs. 47.61 Mn was confirmed for new activities by the Provincial Treasury, NP.

All the bills in hand were paid in the start of the year. Out of seven activities in the continuation 03 activities such as Construction of Lecture Hall (Phase III), Jaffna, Construction of drying floor to FO, Kanagarayankulam, Vavuniya, Drainage system development in GSPF, Vavuniya were completed.

Among the balance 04 activities, Construction of drying floor to FO, Pavatkulam, Vavuniya was terminated and others are in progress.

2.1.1.1 Production and Productivity Improvement

a. Other Field Crops

- Black gram and Ground nut seed production field have been established in 44ha with the assistance of seeds and 02 interculturators to each districts with 50% subsidy in Jaffna, Kilinochchi, Mullaitivu & Vavuniya district.
- 2.95 ha Turmeric cultivation have been promoted with the assistance of rhizome and polisher to DATC, Jaffna, Kilinochchi, Mannar & Vavuniya districts
- 158 ha Minor millet cultivation has been promoted with the assistance of seeds and tarpolins as 50% subsidy
- 119 ac green gram field was established as crop diversification in paddy land in Mannar district. 119 beneficiaries were benefited therein.

2.1.1.2 Market opportunities, Information, Linkages and networks

- Improvement works in Sales & Information unit (Ammachchi), in Thirunelveli have been started as worth of 5 mn. Physical progress is 60% and it is carried forward to year 2024.

2.1.1.3 Institutional Capacity Development

- A heavy duty intercultivator were supplied to DATC, Vavuniya and Farmer Training centre, Mallavi
- Construction of watcher hut in DPDA office, Mullaitivu, Mannar & Kilinochchi were completed as worth of 3.0 mn. Work in progress in DATC, Oddusudan as value of 0.5 mn.
- Vehicle sheds were constructed under the allocation of 3.0 mn and 2.0 mn in DPDA office Vavuniya and DPDA, Mannar respectively. Balance works are carried forward to next year.
- Cattle shed in DATC, Jaffna has been renovated as value of 1.5 mn.
- Renovation work in Irrigation system is commenced in DATC, Kilinochchi under the allocation of 4.5 mn. Rs. 1.9636 mn is expenditure and Rs.2.5364 mn Balance work carried forward to year 2024.
- Peripheral protection fencing was established as value of 1.9952 mn in DATC, Oddusudan
- Construction of Washroom complex is in progress in DATC, Oddusuddan. Therein Rs.1.77mn is expenditure and Rs. 2.23 mn balance work carried forward to Year 2024.
- Tine tillers of four wheel tractor were provided to DATC, Oddusudan and DATC, Mannar.
- 03 net houses were renovated in Govt. Seed Production Farm in Vavuniya as value of 3.0 mn.
- 04 ac spray irrigation system, portable gun spray system, 0.25 ac sprinkler system, 2400 m² Rain hose for fruit crops are being installed in Govt. Seed Production Farm in Vavuniya as worth of 3.0 mn.
- 90% progress is in improvement works of Farm Manager quarters. Rs.3.42452 is expenses and Rs2.075 is carried forward to 2024 in Theravil Farm.
- A rotavator of four-wheel tractor was issued to Theravil Farm as worth of Rs0.465 mn
- A tractor shed work is in progress as value of 2.0 mn in Horticulture Genetic Resource Center (HGRC), Atchuvili. Balance work is carried forward to year 2024.

2.1.2 Organic Fertilizer and Pesticide Production Project

Director General of National Budget, General Treasury allocated an additional allocation of Rs.175mn to the Chief Secretary, Northern Province for implementing the above project in December 2022. Under the above project, Rs. 27,062,190.34/= was expended up to 31st December 2022. The committed amount was Rs.114,934,809.66/=.

Among the committed amount of Rs. 27,062,190.34/=, the amount of Rs.61,448,984.27/= was approved by the Chief Secretary, Northern Province for implementing the activities under the above project.

The physical and financial progress of the above project is given below;

No.	List of Activity	Allocation 2023 Rs.	Expenditure (Rs.) as at 31.12.2023	Physical Progress %
1.0	Promotion of Large Scale, Medium Scale and Household Level Enriched Compost Production	11,372,555.11	10,061,935.70	90
2.0	Expansion of Vermicompost and Vermi wash Production	7,110,295.72	3,013,106.93	60
3.0	Promotion of Large Scale, Medium Scale, and Household Azolla Production	525,000.00	263,318.50	100
4.0	Promotion of Botanical Pesticides and Liquid fertilizer Production	8,434,323.38	6,462,999.62	100
5.0	Promotion of Green Manure, Green Leave Manure and Botanical Pesticides Crops	5,189,062.50	5,006,362.90	100
6.0	Establish Market Linkage for Organic Fertilizers and Pesticides Produces among Farming Community	2,320,000.00	1,421,050.31	100

7.0	Establishment of Organic Manure Production Unit in District Agriculture Training Center and Farms	26,497,747.56	20,575,172.72	100
Total		61,448,984.27	46,803,946.68	

2.1.2.1 Promotion of Large Scale, Medium Scale and Household Level Enriched Compost Production

Under the above activity, 2 compost sheds for FOs and 4 works for individual farmers have been completed. 100 biogas plans were supplied to individual farmers in 5 districts. Training programs were conducted.

2.1.2.2 Expansion of Vermi compost and Vermi wash Production

Under the above activity, 2 vermi sheds for FOs and 4 works for individual farmers have been completed. 292 no. of 210 Liter barrels were supplied to individual farmers in 5 districts. Training programs were conducted.

2.1.2.3 Promotion of Large Scale, Medium Scale, and Household Azolla Production

Under the above activity, Trainings were conducted for farmers in five districts of Northern Province.

2.1.2.4 Promotion of Botanical Pesticides and Liquid fertilizer Production

Under the above activity, 1 botanical shed for individual farmer has been completed. 954 no. of 210 Liter barrels and 1200 plastic buckets were supplied to individual farmers. Training programs were conducted.

2.1.2.5 Promotion of Green Manure, Green Leave Manure and Botanical Pesticides Crops

Under the above project, Sun hemp seeds and Grass cutters were distributed to selected beneficiaries.

2.1.2.6 Establish Market Linkage for Organic Fertilizers and Pesticides Produces among the Farming Community

Under the above project, three sales outlets for Farmer Organization have been completed.

2.1.2.7 Establishment of Organic Manure Production Unit in District Agriculture Training Center and Farms

Under the above project activities, Compost sheds, Vermi shed, botanical sheds, Net houses and Sales outlets have been constructed. Grass cutter, Submersible water pumps, Chain saws, Rain gun sprayers, Hole excavators and Inter cultivators have been supplied to DATCs and Farms of PDOA, NP.

2.1.3. Climate Resilient Integrated Water Management Project

This project was implemented in Mannar and Vavuniya districts with the allocation of Rs. 20 mn in the year 2023.

2.1.4 Establishing food security-based climate smart home gardens in rainwater harvesting sites & and consolidation of existing home gardens.

40 farmers benefited through this programme in Mannar and Vavuniya districts. Grow bags, farming tools and equipment (Garden hose, Wheelbarrow, Mammotty, etc) issued to farmers. Training classes were conducted.

2.1.5 Establishing commercial scale climate-smart farming units in potential marketplaces (This will be implemented by CSOs in collaboration with PDOA)

This programme was implemented in Mannar and Vavuniya districts. 150 farmers benefited through this programme. Grow bags, planting materials, Drum drip irrigation systems and tools were issued to farmers. Training classes were conducted.

2.1.6 Facilitation of climate smart VIS downstream cultivation Programme for improving Cropping intensity up to 1.6

90 ac of Green gram cultivated in Mannar and Vavuniya districts. Green gram seeds and Manual roller seeders were provided to farmers.

2.1.3.1 Water Management demonstration in VIS

Under this programme, Sunhemp cultivation was carried out in 50 ac, Parachute method paddy cultivation carried out in 40 ac, Elephant protection fence given to 03 farmer societies. Grass cutters as 25% farmer contribution, Heavy duty inter cultivators as 50% farmer contribution issued to farmers. Farmer training classes were conducted.

2.1.3.2 Strengthening and establishing seed banks to ensure paddy, OFC and vegetable local seed availability.

500 kg of green gram seeds as 25% farmer contribution and Storage cans were provided to farmers

2.1.3.3 Establishing Climate smart model gardens at GSPF & DATC.

Poly bags, drum drip kit, Wheelbarrow, Secateurs, Garden hose, Manual Roller seeder were distributed to GSPF and DATC

2.1.4 13 Crops Development Projects – 2023 (Line Department Programme)

This project was implemented in Jaffna, Kilinochchi, Mannar, Mullaitivu and Vavuniya districts with the allocation of Rs. 29.67 mn in the year 2023. The 3787 farmers were benefited.

S. N	Crop	Allocation in Rs Mn	No of Beneficiaries	Extent in Ha	Physical Progress	Financial Progress
1.	Maize	2.6315	244	90.7	1036 kg of MI Maize Hy 4/5 seeds issued	0.9678
2.	Red onion	2.545	121	10	50 kg of true seeds, 05 Nos of electric water pump (50%FC), 03 storage structure (50%FC)	1.545
3.	Black gram	6.25	1032	183	4575 kg of Black gram seeds issued	6.536
4.	Gingelly	1.1	05	-	05 Nos of gingelly oil extraction machine (50%FC)	0.4219
5.	Finger millet	1.726	576	109.3	320 kg of seeds issued	0.967
6.	Green gram	2.2102	181	34.6	416 kg of seeds issued	1.454
7.	Chilli	12.857	1620	118	59 kg of MICH Hy 1 chili seeds distributed 7000 Nos of grow bags and seed lings issued	5.9
8.	Potato	0.35	08	0.25	734 kg of Red lasoda seed potato issued	0.03
	Total	29.6697	3787	545.85		17.8217

2.1.4.1 Maize

448 kg of MI Maize Hy 4 and 588 kg of MI Maize Hy 5 seeds was distributed among 173 farmers in Vavuniya district. Cultivation was carried out in 59.2ha. Trainings and field days were conducted.

2.1.4.2 Red onion

50kg of Red onion true seeds was distributed among 112 farmers under this project. Cultivation was carried out in 25 ha. Trainings were conducted.

03 nos of storage structure were given to farmers as 50% subsidy basis

06 nos of Electric water pumps were distributed to farmers as 50% subsidy basis

2.1.4.3 Black gram

4190 kg of MI 1 seeds, 350 kg of MIBG 3 seeds and 495 kg of MIBG 4 seeds were distributed among 1125 farmers in Northern Province. Cultivation was carried out in 202 ha. Farmer trainings were conducted.

2.1.4.4 Gingelly

05 nos of Gingelly oil extraction machines were distributed to farmers as 25% farmer contribution in Vavuniya district. 150 kg of uma and 150kg of ANKSE 3 seeds were distributed among 1200 farmers.

2.1.4.5 Finger millet

480 kg of Oshada seeds were distributed among 349 farmers for expansion of finger millet cultivation. 227 farmers benefited from this project for the transplanting of Finger millet.

2.1.4.6 Green gram

866 kg of green gram seeds were distributed among 181 farmers. Cultivation was carried out in 47 ha.

2.1.4.7 Chilli

59kg of MICH Hy 1 Chilli seeds were distributed among 1245 farmers. Cultivation was carried out in 118 ha. 7000 nos of potted bags were distributed among 397 farmers in home garden level.

2.1.4.8 Potato

734 kg of Redlasoda seed potato were distributed among 8 farmers.

2.1.5 LEED+ Project with the supported ILO

2.1.5.1 Promotion of Seed Groundnut Production by improving Quality, Productivity and educating Farmers on Good Agronomic Practices.

This project was implemented in Mannar, Mullaitivu, and Vavuniya districts with the allocation of Rs. 13.1 Mn in the period from 10.03.2022 to 28.02.2023. The 350 farmers were benefited. 12,664 kg of Groundnut seed was distributed among 350 farmers. Groundnut seed production was carried out in 350ac. 6 demonstration (2 per district) plots were established at farmers' fields. Trainings were conducted.

2.1.5.2 Assistance to provide Affirmative Action to the most Vulnerable Women Farmers and Persons with Disabilities in Collaboration with the Department of Agriculture

This project was implemented in Mannar, Mullaitivu, and Vavuniya districts with the allocation of Rs. 23.3 Mn in the period from 01.05.2022 to 28.02.2023. The 450 most vulnerable women farmers and persons with disabilities benefited. 16,220 kg of Ground nut seeds were distributed to 450 beneficiaries for commercial cultivation. Rs.10,000/= were provided to every 450 beneficiaries for hiring farming equipment/harvesting. Easily accessible tools for disabled people such as battery sprayers were distributed to 150 disabled farmers.

2.1.5.3 Project of Supporting Women Farmers in Groundnut and Chilli Cultivation in Kilinochchi District

This project was implemented in Kilinochchi district with the allocation of Rs. 15.059 mn in the period from 01.12.2022 to 30.04.2023. The 300 women farmers benefited. 5,400 kg Ground nut seeds and 6 kg Chilli seeds were distributed to 300 beneficiaries. Rs. 25,000/= was provided to each beneficiary for labour charges. 3 trainings were conducted for FO Members of Tharmapuram, Kilinochchi and Ramanathapuram in DATC, Vaddakkachchi.

2.1.5.4 Promotion of Maize, Groundnut Production and Introduction of Demonstration Farming Methods in Mullaitivu District

This project was implemented in Mullaitivu district with the allocation of Rs. 16.037 Mn in the period from 01.12.2022 to 30.04.2023. The 300 women farmers benefited. 3000 kg ground nut seeds to 150 beneficiaries (20 kg/bene) and 750 kg maize seeds to 150 beneficiaries (5 kg/bene.) were distributed. Rs. 35,000/= to each beneficiary were distributed to 150 Maize farmers. 6 demo plots were established.

2.1.5.5 Educating Farmers on Agriculture-related Occupational Safety and Health (OSH)

This project was implemented in Kilinochchi and Mullaitivu districts with the allocation of Rs.6.029 Mn in the period from 01.11.2022 to 31.05.2023. The 1,000 farmers benefited. 3 days residential TOT program was conducted at DATC, Kili from 15-17 May 2023. 57 technical staff were participated in the above TOT training. 1,000 farmers were trained in Kilinochchi and Mullaitivu districts.



2.1.5.6 NVQ Programme with the support of ILO

Registration			Assessment				Balance
District	No. of candidate Registered	No .of candidates validated by TVEC / No. of Candidates invited for Assessment	No .of candidates participated in final Assessment	No. of Candidates not participate in the Assessment	No. of candidates got RPL Certificate	Expenditure (Rs.)	Balance Amount (Rs)
Jaffna	170	136	78	58	78	390,000	460,000
Kilinochchi	179	144	71	73	71	355,000	540,000
Mannar	100	85	56	29	56	280,000	220,000
Mullai	89	72	32	40	32	160,000	285,000
Vavuniya	116	101	32	69	30	160,000	420,000
Admin charge						4,000	
Total	654	538	269	269	267	1,349,000	1,921,000

2.1.6 Home-Grown School Feeding – 2023 with the Support of World food Programme

No	Activities	Target	Allocation (Rs)	Expenditure (Rs)	Balance (Rs)
i	(Provide Agricultural equipment)		5,951,700.00	5,044,321.00	907,379.00
1	Supply Sprinkler	20			
2	Supply Tools Kits	96			
3	Supply Water Tank (1000L)	36			
4	Supply Plastic Crates	192			
5	Supply Watering can	96			
6	Supply Sprayer	5			
7	Supply Wheel barrow	96			
8	Supply Electric Water Pump	14			
9	Supply Intercultivator	2			
10	Supply Submersible Water Pump	1			
ii	Supply Planting Material	96	480,000.00	467,040.00	12,960.00
	Total		6,431,700.00	5,511,361.00	920,339.00

2.1.7 Agriculture Sector Modernization Project

The progress of the above programme implemented with the support of World Bank is given below;

District	Description of work	No of Farmers	Extent (ac)	Allocation in 2023 (Rs Mn)	Exp (Rs Mn)	Present Status
Jaffna (Pilot)	Improved Modern Technology TEJC Mango Production	200	100	54.30	41.27	Harvesting
	off Season Green Chilli Production	08	02	3.59	3.89	Harvesting
	Organic Small Banana Export Purpose	500	250	108	70.74	Exporting



	TJC Mango Cluster & Dried Chilli	300	150	108	79.08	Continuous Work
	Increase the cultivation Extent of potato & Enhancing of productivity of red onion	500		300	324.8	Continuous Work
	Dry Chilli Production	200	100	330	156.8	Beneficiary Selection Stage
Mullaitivu	Improved Groundnut Production & Marketing	300	200	108.42	89.26	harvesting
	Improved Passion Fruit Production & Value addition	50	25	34	31.98	harvesting
	Dry Chilli Cluster	350	250	108.42	89.26	Implementation & 38 Farmer field harvesting Stage
	Banana Production With Dry Chilli Production	500	250Ac	220	40.2	Continuous Work
	Pomegranate Production With Dried Chilli production	150	75	150	98.7	Continuous Work
	Papaya Production with Dried Chilli Production	600	300	200	192.9	Continuous Work
Vavuniya	Improved Cassava Production	100	100	67.71	38.94	other crops
	Improved papaya production	50	25	25.12	29.12	2 nd round
	Improved Dried Chilli Production	300	150	260	364.4	Harvesting
	Hybrid Maize seeds Production in Vavuniya District	300	150	260	364.4	23/24 maha season starting
	Papaya Cultivation	500	250	220	114.6	Farmer Finalized
	Improved TJC Mango Production	300	150	50	4.14	Farmer Selection
Kilinochchi	Improved Passion Fruit Cultivation	100	50	68	63.8	2 nd round
	Jumbo peanut Seeds production	30	15	4.5	9.39	Harvested & continue next Season
	Passion Expansion	100	50	46.47	108.71	Input Distribution
	Jumbo Peanut Production in Kilinochchi	300	150	200	166.48	Harvesting
	Dry Chilli Production in Kilinochchi District	300	150	40	22	harvesting & Starting
	Pomegranate Production With Dried Chilli production	300	150	40	22	Farmer Selection

2.1.8 Implemented Programs by FAO

1. Food Security Initiatives (GAP & ESG program)

I. GAP Village Program – Good Agriculture Practices

This project has been implemented in Thunukkai & Manthai east in Mullaitivu District. The total beneficiaries are 235. Final Audit done by SCS Jaffna. 56 no of Farmers eligible to received GAP certificates.

II. Entrepreneurial School Garden ESG Program

This project has been implemented in Jaffna, Kilinochchi, Mannar, Mullaitivu, Vavuniya Districts. The details are Registered School in Northern Province is given below.

District	No of Schools	No of Selected Schools by FAO (1 st Cycle)	No of Selected Schools by DOE (2 nd Cycle)
Jaffna	67	33	21
Kilinochchi	36	17	8
Mannar	37	18	9



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Mullaitivu	29	14	8
Vavuniya	31	14	8
Total	200	96	54

- Summarized the overall Progress

Northern Province – 150	
Enrolled	143
Eligible	67
Level 1	23
Level 2	08
Level 3	45
Level 4	0

- Conducted Exhibition in Mu/ Mallavi Central College in 2023

2.1.9 Special Performance

1. Mobiles Sales

The details of mobile sales conducted in five districts of Northern Province from January to December, 2023 is given below;

No.	District	Conducted Mobile sales
01.	Jaffna	87
02.	Kilinochchi	87
03.	Mannar	10
04.	Mullaitivu	14
05.	Vavuniya	17
Total NP		215

2. Soil Test

45 soil kits have been supplied by Central Ministry of Agriculture to PDOA, NP. The progress of soil testing is given below;

District	No.of Soil Kits	No. of. Total Soil test	No.of Soil tested up to now
Jaffna	15	1,500	1468
Kilinochchi	05	500	676
Mannar	12	1,200	991
Mullaitivu	05	500	143
Vavuniya	08	800	800
NP	45	4,500	3,648

2.2 Challenges

- ❖ Lack of SLAgS staff and field staff.
- ❖ Lack of Vehicle for Officers and Field Staff.
- ❖ In service training centre was insufficient.
- ❖ Theravil Farm need urgent important development works to function productively & which needs more investment.

2.3 Future Goals

- ❖ Increase domestic agricultural production to ensure food and nutrition security of the nation.
- ❖ Enhance agricultural productivity and ensure sustainable growth.
- ❖ Maximize benefits and minimize adverse effects of globalization on domestic and export agriculture.
- ❖ Increase production of Organic fertilizer and Organic pesticide.



- ❖ Adopt productive farming systems and improved agro-technologies with a view to reduce the unit cost of production and increase profits.
- ❖ Adoption of technologies in farming that are environmentally friendly and harmless to health.
- ❖ Promote agro-based industries and increase employment opportunities.
- ❖ Enhance the income and the living standard of farming community

Chapter 03 Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget(Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		490,545,498		ACA-3
	Deposits		242,761,212		ACA-4
	Advance Accounts		10,446,850		ACA-5/5(a)
	Other Main ledger Receipts		-		
	Total Non-Revenue Receipts (B)		743,753,560		
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		743,753,560		
	Remittance to the Treasury (D)		19,447,855		
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		724,305,705		
	Less: Expenditure				
	Recurrent Expenditure				
352,300,000	Wages, Salaries & Other Employment Benefits	5	331,617,447		ACA-2(ii)
122,104,000	Other Goods & Services	6	86,867,147		
700,000	Subsidies, Grants and transfers	7	646,899		
	Interest Payments	8	-		
	Other Recurrent Expenditure	9	-		
475,104,000	Total RecurrentExpenditure (F)		419,131,492		
	Capital Expenditure				
21,173,400	Rehabilitation &Improvement of CapitalAssets	10	8,735,990		ACA-2(ii)
118,500,000	Acquisition of CapitalAssets	11	33,706,750		
	Capital Transfers	12	-		
	Acquisition of FinancialAssets	13	-		
	Capacity Building	14	-		
74,448,984	Other CapitalExpenditure	15	58,484,674		
214,122,384	Total Capital Expenditure (G)		100,927,414		
	Deposit Payments		238,094,666		ACA-4
	Advance Payments		10,748,014		ACA-5



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	Other Main Ledger Payments		-		
	Total Main Ledger Expenditure (H)		248,842,683		
	Total Expenditure I=(F+G+H)		768,901,589		
	Balance as at 31st December J=(E-I)		(44,595,883)		
	Balance as per the Imprest Adjustment Statement		44,595,883		ACA-7
	Imprest Balance as at 31st December		(44,595,883)		ACA-3

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	1,482,662,194	714,245,776
Financial Assets			
Advance Accounts	ACA-5/5(a)	22,684,896	22,383,732
Cash & Cash Equivalents	ACA-3		
Total Asset		1,505,347,090	736,629,508
Net Assets / Equity			
Net Worth to Treasury		4,430,255	8,795,634
Property, Plant & Equipment Reserve		1,482,662,194	714,245,776
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	18,254,641	13,588,098
Imprest Balance	ACA-3		
Total Liabilities		1,505,347,090	736,629,508

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	25,145,618	21,821,763
Imprest Received	490,545,498	543,791,127
Recoveries from Advance	1,298,801	450,908
Deposit Received	239,862,367	456,481,163
Total Cash generated from Operations (A)	756,852,384	1,022,544,962
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	396,414,575	368,211,415



Subsidies & Transfer Payments	646,899	-
Expenditure incurred on behalf of Other Heads	248,302	-
Imprest Settlement to Treasury	19,447,855	18,817,351
Advance Payments	9,506,370	9,300,000
Deposit Payments	234,006,687	587,289,957
Total Cash disbursed for Operations (B)	660,270,688	983,618,723
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	96,581,596	38,926,239
Cash Flows from Investing Activities		
Interest	110,700	
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	1,877,679	337,279
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	1,988,379	337,279
Less - Cash disbursed for:	-	-
Purchase or Construction of Physical Assets & Acquisition of Other Investment	98,569,975	39,263,518
Total Cash disbursed for Investing Activities (E)	98,569,975	39,263,518
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(96,692,296)	(38,926,239)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified. The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.



5. Property, Plant and Equipment Reserve

This reserve account is the corresponding account of Property Plant and Equipment.

6. Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2023.

3.5 Performance of the Revenue Collection :- Nil

3.6 Performance of the Utilization of Allocation

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	61448000.00	-	46,803,000.00	98%
Capital	152,673,400.00	-	54,122,000.00	21%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

S. No	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilizations a % of Final Allocation
			Original	Final		
01	Min.of.Agriculture (World Bank Fund)	Store Facilities	475104.00	-	419132.00	59%

3.8 Performance of the Reporting of Non-Financial Assets:- Nil

3.9 Auditor General's Report**

** The final Audit Report has not been received yet

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

No.	Specific Indicators	100%- 90%	75% - 89%	50%- 74%
01	Extent of Other Field Crop seed production field established in ha.	44 ha. – 100% (Jaffna- 37 ac – 100% Kilinochchi - 27 ac- 100% Mu- 19 ac- 100% Va- 28 ac- 100%)	-	-
02	Increased in Turmeric cultivation in an extent of ha.	2.95 ha. – 100% (Jaffna- 1.625 ac – 100% Kilinochchi-1.25 ac- 100% Mu- 2 ac- 100% Va- 1 ac- 100% Man- 1.5 ac- 100%)	-	-
03	Extent of minor millet field established in ha.	158 ha. – 100% (Jaffna - 35 ac- 100% Kilinochchi – 135 ac- 100% Mullaitivu – 137 ac – 100% Vavuniya- 52 ac – 100% Mannar – 37 ac – 100%)		
04	Extent of paddy land brought under OFC cultivation	Mannar- 47 ha. – 100%	-	-
05	% Improved the service delivery of Ammachchi	-	-	70% -01

06	No. of government organization strengthened to build the capacity of farmers & staff	13 nos.- 100% 01 no.- 90%	3 nos. – 80%	1 no. – 60% 01 no. – 80%

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

N o.	Goals /Objective	Targets	Indicator of the achievement	Broad Activity Area	Progress of the Achievement to date		
					0 – 49%	50 - 74%	75- 100%
1	2.End hunger, achieve food security and improved nutrition and promote sustainable agriculture	2.4.	2.4.1. Proportion of agricultural area under productive and sustainable agriculture	Promotion of Other Field Crop seed production program	-	-	100%
				Promotion of minor millet cultivation	-	-	100%
				Promotion of Crop diversification in paddy land by Green gram			100%
		2.3,	2.3.2.Average income of small- scale food producers by sex and indigenous status	Promotion of turmeric cultivation with processing (polisher)			100%
				Improvement of existing traditional food preparation and sale units (Ammachchi)		70%	
		2.4.	2.4.1. Proportion of agricultural area under productive and sustainable agriculture	Establishment of Drying floor		70%	100%
				Strengthening of Farmer Training Center cum AI office (FTC)			100%
				Improvement of the Deputy Provincial Director of Agriculture (DPDA) office		80%	100%
				Strengthening of District Agriculture Training Center (DATC)	40%	60%	80%
				Strengthening of Government Seed Production Farm (GSPF) ,Vavuniya			100%
				Development of Theravil Farm, Mullaitivu			90%
				Development of Horticulture Genetic Resource center, Atchuvvely	35%		
2	4.Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	4.3	4.3.1 Participation rate of youth and adults in formal and non-formal education and training in the previous 12 months, by sex	Conduct Agriculture related occupational Safety and Health Training to 1000 farmers			100%
3	17.Strengthen the means of implementation and revitalize the Global Partnership for	17. 11	17.11.1 Developing countries and least developed countries' share of global exports	TOM EJC Mango cultivation in Jaffna under ASMP			100%
				Export oriented banana (Kathali) cultivation in Jaffna			100%
				Passion fruit cultivation in Kilinochchi			100%



Sustainable Development		Papaya Cultivation in Vavuniya North		100%

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

- ❖ 1,000 farmers were trained on agriculture-related Occupational Safety and Health under the LEED+ project with the support of ILO in Kilinochchi and Mullaitivu Districts. 330 selected farmers among them were supplied with safety kits. Trained farmers have skills and knowledge on occupational safety and health.
- ❖ Export oriented fruits cultivation have been carried out under Agriculture Sector Modernization Project in Jaffna, Kilinochchi, Mullaitivu and Vavuniya districts. Banana (Kathali variety) has been exported to Middle east countries under this project.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	23	3	20
2	Territory	19	10	9
3	Secondary	388	340	48
4	Primary	189 + 49 P.C	96 + 43 P.C	93

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

The department generally suffered with adequate extension personnel in 2023 Specific services that affected to the performance.

- ❖ If an institutions human is less than required cadre that institution remain delay to achieve its objectives vision & mission
- ❖ Need strengthening of agricultural extension and training institutions
- ❖ Reorganization and strengthening of farmer organizations at village level is needed
- ❖ If an institution human resource is less than required cadre that institution remain delay to achieve its objects vision & mission
- ❖ Lack of managerial level staff for quidding and monitoring field staff
- ❖ Institution faces many difficult to implement new strategies

6.3 If human resource straggling under the pressure of top management, then the output always become less the required.

6.4 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Result Based Management for Inclusive Social Development	02	05 Days	Local			
02	CIGAS	05	05 Days	Local			
03	Preliminary Inquiry & Disciplinary Procedures	01	02 Days	Local			
04	Procumbent Procedure	01	30 Days	Local			



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05	Government Payroll System	01	05 Days	Local			
06	Techniques in MS Office	03	05 Days	Local			
07	Effective Communication in English	02	03 Days	Local			
08	Maintenances Personal File	03	02 Days	Local			
09	Writing Skill for Public Servant I	01	20 Days	Local			
10	Web Based Application	02	06 Days	Local			
11	Electrical writing & Plumping	01	02 Days	Local			
12	Incidental allowance to attend Training cores on knowledge to improve Agriculture Productivity in Bangladesh	01	05 Days		Foreign		
13	Good Agriculture Practices & Value Chain Invitational Programme in Korea	01	22 Days		Foreign		

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status complied/ Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Complied		
1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		



2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		

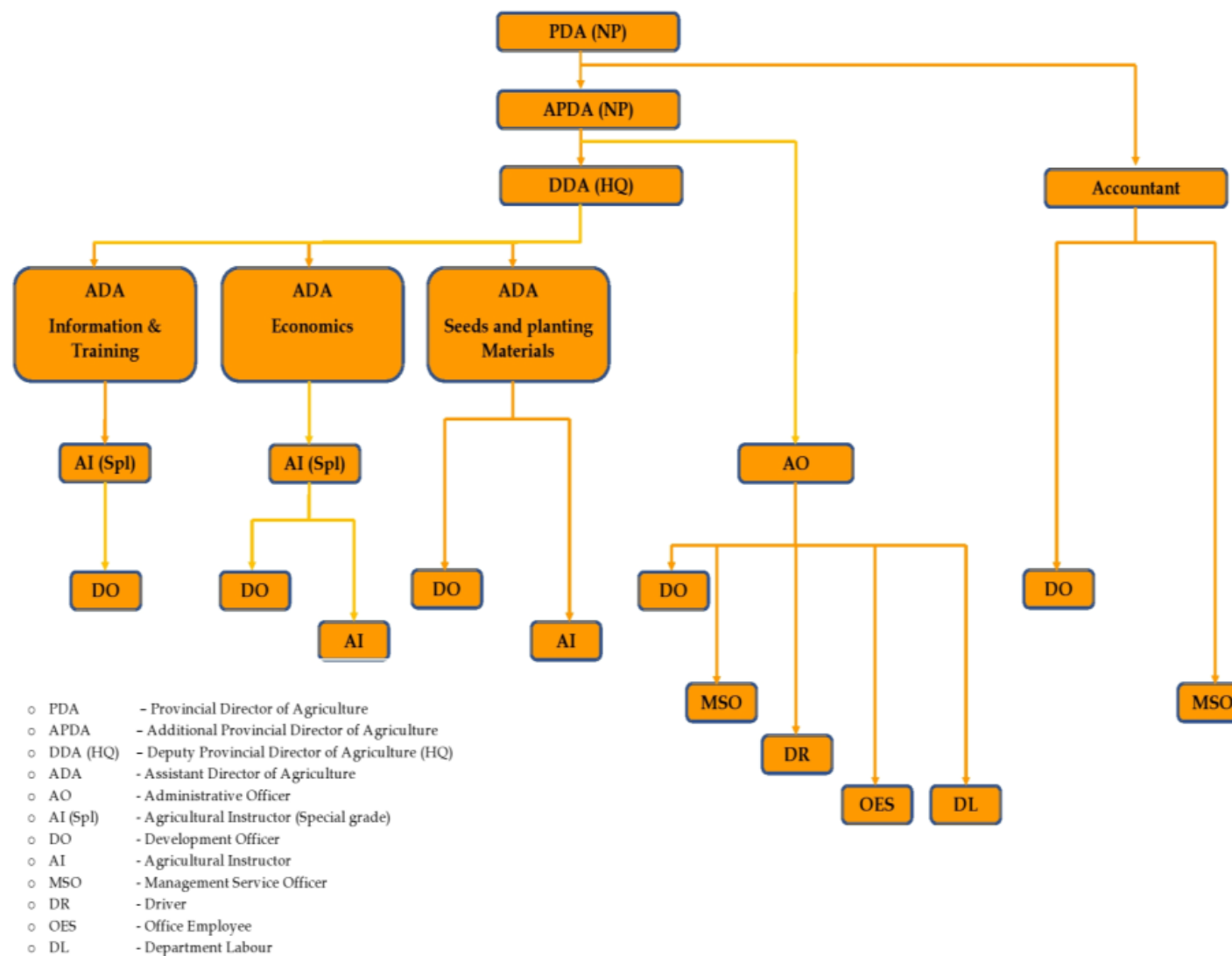


9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term			
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		



17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

5.2 Annexure I – Organization Chart



DEPARTMENT OF AGRICULTURE

5.3 Department of Animal Production and Health Northern Province

Expenditure Head No: 482

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Department of Animal Production & Health of Northern Province covers every aspect of Livestock development activity in all 5 Districts (Jaffna, Kilinochchi, Mullaitivu, Mannar & Vavuniya) in this Province. The Provincial Director, (*Contact number: 021 221 2653/077 3868 584*) Dr.S.Vaseeharan, who is the Head of the Department, administrates all the basic units of the Department such as Government Veterinary offices, Veterinary Hospital, Regional Livestock Farms and the Regional Training Centres through the District level heads, Deputy Directors.

34 Government Veterinary Offices are the basic functional units through which most of the Animal Health and Extension services are provided to the farming community and Pet owners in the province.

The Department is also responsible for implementing National level Livestock Development Programs implemented by Central Department of AP & H and the respective Line Ministry, within the province.

The following functions and services are carried out by the Department for the benefits of the general public specially the Livestock & Poultry farming community.

Veterinary Offices & Veterinary Hospital

- A. Animal Disease Prevention, Control & Treatments.
- B. Supporting for planned upgrading of the genetic potential of existing cattle & goat stocks in the Province through Artificial Insemination service and planned Natural Breeding activities.
- C. Implementing “*Animal Identification Program*” to ensure Animal Traceability.
- D. Implementing/supporting development projects funded by Government/Non-Government organizations, including foreign funded projects
- E. Distribution of improved breeding materials especially poultry chicks on a subsidized price
- F. Enhance the knowledge and skills of Livestock & Poultry management and introducing new techniques though knowledge sharing programs to farmers
- G. Implementing Veterinary Public Health Service activities.
- H. Conducting Mobile Veterinary services at remote area
- I. Implementing Veterinary Regulatory affairs and activities related to Animal Act on behalf of the Central Department of AP & H.

Regional Livestock Farms.

- A. Exist as the models to the Regional Livestock & Poultry farmers for training purpose.
- B. Producing good varieties of breeding materials such as calves, chicks & goats to be distributed among needy farmers in the province.

Regional Training Centres

- A. Conducting residential and Non-residential training program for the staff and the farmers.
- B. Usage as the venue for various kinds of meetings & workshop for the officers.
- C. Coordinates Curriculum development for different topics of training modules.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Provincial Livestock Sector is a Climate-smart, internationally competitive, market - oriented and exploring untapped livestock potential to provide food security, sustainable rural development prosperity of healthy society and economic independence for our Nation

b) Mission

Provide physical, financial and technical inputs, while regulating the usage of available resources to promote modernized and commercialized animal husbandry system, among the farming

community through fair and equitable manner to reach self-sufficiency in sustainable livestock production, in Northern Province.

c) Objectives

- a. Maintaining a healthy & productive livestock & poultry population in the province.
- b. Upgrading the existing breeds of the livestock & poultry.
- c. Increasing the production & productivity of the livestock & poultry farms in the province through knowledge & technology transfer.
- d. Enforcing the acts & regulations relevant to the Livestock Sector.
- e. Carrying out the public health activities authorized to the Department.
- f. Implementing the development projects coming under the Department.
- g. Coordinating the activities of the stakeholders of the sector.
- h. Rendering relevant technical support & guidance to the development projects of the Government /Non-Government organizations.
- i. Capacity development of the staff attached to the Department in order to achieve all above objectives.

1.3. Key Functions

To achieve the objectives of the Department following subjects and functions are being carried out:

a. Animal Health work

To maintain a healthy livestock and poultry population in the province following activities are being carried at the veterinary offices & veterinary hospital:

- i. Treating sick animals & birds at the office /field.
- ii. Prevention/control of contagious diseases within the region
- iii. Collecting & sending samples from sick/dead animals /birds for further disease investigation.

b. Breed improvement.

Upgrading the existing local breeds of the province is one of the main objectives of the Department. Department of Animal Production & Health is the one and only institution performing above essential task in the province. Following functions are being carried out by the Veterinary offices and farms to achieve above task:

- i. Artificial Insemination service in subsidized rate through trained government/private technicians.
- ii. Timely pregnancy diagnosis to the artificially inseminated cows by the veterinary surgeons.
- iii. Synchronized breeding activities where extensive cattle farming system exists.
- iv. Implementation of "Heifer Calf Rearing scheme" from central department with the objective of salvaging the heifer/female calves born to the artificially inseminated cows with high genetic potential.
- v. Producing good variety of day-old chicks for the local poultry farmers, at regional livestock farms, using the genetically improved parent chicks from the farms of National Livestock Development Board.
- vi. Supply of high potential stud bulls/goats for natural breeding activities under various projects with the purpose of breed improvement.

c. Extension Activities.

Knowledge sharing between the professionals of the Department & the local farmers of the province is an important subject and it is being carried out in following ways:

- i. Farmer training programs at office & field.
- ii. Field days & Mobile services/clinics.

d. Project Activities.

The Department either implement/giving technical support to the various projects of government/non-government organizations. Following functions are being carried out under the above subject:

- Preparing project proposals to meet objectives
- Selection of suitable beneficiary to implement Project activities.
- Selection of suitable livestock/chicks according to the purpose.
- Technical guidance during the implantation phase.
- Monitoring work during & after implementation.
- Evaluation of the project if required.

e. Public health Activities.

- Analyzing milk/meat samples in order to certify the quality, whenever requested.
- Immunization against rabies in dogs & cats, sterilization in dogs & cats at office level.
- Certification of the health status of the animals to be slaughtered and meat inspection when the *Pradeshiya sabha* /police request.

f. Veterinary Regulatory Affairs.

Department is empowered to enforce several acts & regulation. Following functions are being done under above subject:

- Implementation of animal identification program. (Animal act 1958 NO.29)
- Issue of health certificate & vehicle permit for the animal transportation. (Animal act 1958 NO.29)
- Processing the complaints regarding the animal feed.
- Handling the complaints related to the veterinary drugs & biological products. (Animal disease Act No.59 of 1992)

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

- Administration.
- Planning.
- Accounts.

Following units are operated under this department

- Provincial Director's Office (1)
- Deputy Director's office (5)
- Government Veterinary Offices (34)
- Regional Livestock Farms (4)
- Regional Training Centres (2)
- Artificial Insemination Centre (1)
- Veterinary Hospital (1)

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

Object Details	Provision in 2022 Estimate	Supplementary	FR Transfer & Cur	Net Provision	Imprest received up to now	Expenditure up to 31.12.2023	Balance Allocation	Balance Imprest	Imprest Required for this	Expenditure (%)
PE	288,920,000.00			288,920,000.00	320,198,365.99	279,832,455.30	9,087,544.70	(26,965,045.36)		97
ORE	70,302,000.00			70,302,000.00		67,330,956.05	2,971,043.95			96



PSDG	76,000,000.00	230,000.00		76,320,000.00	68,118,907.00	68,118,281.24	8,111,718.76	625.76		89
CBG	30,500,000.00			30,500,000.00	497,113.00	497,112.50	30,002,887.50	0.50		2
APO	15,000,000.00			15,000,000.00	12,000,000.00	12,000,000.00	3,000,000.00	-		80
Total Capital Expenditure	480,722,000.00	230,000.00		480,952,000.00	340,673,099.55	427,778,805.09	53,173,194.91	(26,964,419.10)	-	

Line Department

Programme	Allocation (Rs)	Imprest Received (Rs)	Expenditure (Rs)	Balance Imprest (Rs)
HCR Programme		400,000.00	400,000.00	
Special Vaccination Programme		100,000.00	43,505.09	
Animal Identification Programme		684,028.00	204,528.00	

Line Ministry- 2023

S.No	Name of the programme	Allocation (Mn. Rs)	Expenditure (Rs)	Bills in Hand (Rs)
01	Development of small & medium scale poultry farming system			
	Issue of 20 NOs Month old chicks	3.000	3,000,000.00	-
02	Development of small & medium scale poultry farming system			
	Issue of 15 NOs Two weeks old chicks	4.500	4,500,000.00	-
03	Development of Swine Farms	0.618	600,000.00	-
04	Establishment of Goat Cluster villages	4.635	4,500,000.00	-
05	Dairy Buffalo Development Project	4.635	4,634,999.00	-
	Total	17.388	17,234,999.00	-

• PSDG, CBG

No	Source of fund	Allocation 2023 (Rs in Mn)	Expenditure 2023 (Rs in Mn)
1	PSDG	76.00	68.12
2	CBG	30.50	0.50
	Total	106.50	68.62

	List of Activity	Allocation 2023 (Rs in Mn)	Expenditure 2023 (Rs in Mn)
1	Supply of inputs for the production and processing of pasture and fodder. (Rs.50,000/= per unit)	4.00	2.73
2	Supply of inputs such as special nutrients & feed supplements used to improve the nutritional status of the dairy animals as project contribution. (Rs.10,000/= per unit)	9.77	9.04
3	Supply of stud goats for medium/large herds. (No.of goats) (Rs.25,000 - 50,000/= per unit)	4.00	4.00
4	Supply of two cross bred she goats as project contribution to the women headed families. (Rs.50,000/= per unit)	10.00	10.00
5	Supply of 20 numbers of day old unsexed backyard poultry chicks & utensils as project contribution. (Rs.10,000/= per unit)	10.00	9.98
6	Supply of 12 numbers of month old unsexed backyard poultry chicks & utensils as project contribution. (Rs.10,000/= per unit)	10.00	7.99
7	Supply of inputs to conduct awareness programs for different criteria of consumers. (Rs.100,000/= per unit)	10.00	9.19
8	Supply of inputs to conduct training programs on necessary subjects including feed mixing. (Rs.20,000/= per program)	1.00	0.97
9	Supply of inputs to conduct mobile clinics at the remote areas. (Rs.20,000/= per program)	3.00	1.06
10	Supply of inputs to conduct training programs on necessary subjects to the different criteria of the staff under the department. (Rs.50,000/= per program)	1.00	0.70

11	Supply of stud bulls for medium/large herds. (Rs.50,000/= per unit)	3.00	2.25
12	Installation of CCTV cameras to the RLFF (Jaffna & Vavuniya)	4.93	4.91
13	Supply of inputs such as vaccines, medicines & other necessary hygienic inputs for the zoonotic disease control.	4.00	4.00
14	Completion of urgent additional works in multipurpose building	1.30	1.30
Total		76.00	68.12

CBG

No	List of Activity	Allocation 2023 (Rs in Mn)	Expenditure 2023(Rs in Mn)
1	Supply of office furniture	0.50	0.50
2	Construction of Building for Provincial Director's Office, Dept. of AP&H, NP at Mankulam	30.00	-
Total		30.50	0.50

1.7. Details of the Foreign Funded Projects (if any)

No	Name of the Project	Donor Agency	Estimated Cost of the Project (Rs. Mn)	Progress (Rs. Mn)	Project Duration	Remarks
01	Dairy Development Project in Northern Province	JICA	200	152	5 years (2019-2024)	Fund handled by JICA

- Details of NGO projects those obtained technical supports (animal selection, training monitoring) from Department of Animal Production & Health through MoU

	Name of the NGO	Name of the Project	Project Area	Allocation (Rs)	Project Duration
1	SLCDF	Promote Livelihood Development to Empower the Vulnerable Communities with Social and Economic Stability Project	Kilinochchi & Mullaitivu	193,000.00	June2020 - May2025
2	Ygro	Livestock Development Programme in Uduvil, Jaffna District	Jaffna	45,000.00	01.01.2023-31.03.2024
3	Ygro	Village Dairy Development Project in Ramanoor, Sannasiparanthan & Katpagapuram in Vavuniya District	Vavuniya	42,600.00	01.01.2023-31.03.2024
4	Ygro	Village Dairy Development Project in Pallamkoddai & Murunkan in Mannar District	Mannar	37,000.00	01.01.2023-31.12.2023
5	ORHAN	Social Inclusion of Person with Disabilities in Sri Lanka through Community based Rehabilitation	Mullaitivu	150,000.00	01.03.2023 – 31.05.2023
6	UNDP-JSB Project	Backyard Poultry Development Project	Kilinochchi Mullaitivu	1,394,400.00	20.09.2023-31.12.2023
			Mannar, Vavuniya	1,266,400.00	

Projects in partnership with NGO

No	Name of the NGO	Name of the Project	Project Area	Allocation (Rs)	Expenditure (Rs)	Project Duration
1	WFP	Home Grown School Feeding Programme	Kilinochchi	4,757,331.00	4,504,554.60	2023-2024
			Vavuniya	10,262,970.00	9,953,888.60	

Chapter 02 - Progress and the Future Outlook

By using available financial, physical, & technical resources, the department promoted the livestock development activities in order to increase production and productivity of livestock and poultry farms, to enhance the nutritional and financial conditions of consumers & farming community. Through this action the living standards of the farming community increased and the malnutrition among vulnerable fragment of the Provincial population reduced. The department has fixed the following targets and goals during the year 2023 to achieve these objectives.

Activities	2022 Target	2022 Achievement	Achievement %	Target for year 2023
Animal Breeding				
Artificial Insemination- Cattle	33,800	21,600	66%	25,857
Artificial Insemination- Goat	3,890	2,283	59%	2,900
Pregnancy Diagnosis	12,000	4,776	40%	9,949
Calving	10,400	3,675	35%	8,555
HCR	*530	455	86%	#
Animal Health (Vaccinations)				
Ranikhet (NCD)	3,000,000	2,405,685	80%	3,000,000
Fowl pox	390,000	370,318	95%	589,000
Gumboro (IBD)	1,550,000	1,048,682	68%	1,364,000
Toxoid	28,000	26,725	95%	31,400
Production				
Cow Milk(Mn.L)	46.00	42.60	93%	46.37
Buffalo Milk(Mn.L)	3.00	2.87	96%	3.12
Goat Milk(Mn.L)	1.00	0.47	47%	0.51
Egg(Mn)	44.00	33.42	76%	36.467
Beef (MT)	4,000	3,925.92	98%	4,201
Mutton (MT)	1,640	1,614.54	98%	1,768
Chicken (MT)	8,500	7,982.92	94%	8,500
Pasture (Ha)	75	45.27	60%	73
Fodder (Ha)	400	444.46	>100%	485
Silage (MT)	800	615.34	77%	676.87
Chicks (Backyard) /RLF	315,000	209,132	66%	315,000

2.1 Special Achievements

- The Program suspended by the Central Department. Then again received the approval to start the program from September/2023 and new target for registration given by the Central Department.
- The Central Department has informed that the HCR program has been stopped with the year 2023. If they get permission to start it again, targets will be defined.
- . The Northern Province is continuously holding the 4th position in Mutton Production among all the Provinces in the country.

❖ Milk Production, Collection & Processing

- Out of the total cow & buffalo milk produced (45.47 Mn. L), significant amount (40%) of milk is being collected & transported from the province by the major companies:
Nestle – 10. 171Mn.L
Cargill – 1.686 Mn.L
Milco – 6.775 Mn.L
- Out of milk produced within the province, only 60% of the milk is being consumed by local people, either as liquid milk or as milk products.
- Mill Processing: 2.278 Mn.L milk produced within the Province has been used to produce following products:

Curd – 913,550L; Yoghurt – 215,554L; Ghee- 97,008L; Milk Lolly – 78,129L; Milk toffee – 37,868L; Ice cream – 49,682L; Butter – 3,176L; Paneer – 36,229L

❖ Online Farm Registration Program:

Priority has been given to above program. The estimated number of cattle & buffalo farms of the province are 49,110. Out of these farms only 18,254 number of farms were registered through the “Online Farm Registration Program” in 2023. It’s decided to complete the program this year, 2024.

❖ Animal Health:

Other than the poultry vaccines, cattle & buffaloes were immunized against infectious diseases,

- Vaccine against Foot and Mouth Disease (FMD) – 8,374 doses
- Vaccine against Black Quarter (BQ) – 46,045 doses.

❖ Mobile Veterinary Clinics:

118 mobile veterinary clinics were conducted in remote areas. Around 3,000 livestock & poultry farmers were benefitted.

2.2 Challenges

Illegal Cattle Transport.

For last 3 decades illegal cattle transport, mainly from Jaffna District to other Districts/Provinces is a challenge, as the genetically upgraded breeding materials (mainly Jersey cross cows) through continuous up grading programs (Artificial Insemination), are being lost without any control measures.

Cattle Grazing Land.

Feed cost is the main factor affecting the production cost of the livestock industry. During the agricultural cultivation season, farmers face difficulties to feed their livestock. The Department proposes to have declared grazing lands in all five Districts, for a long time. But still, it is a challenge at irrigation facilities for fodder cultivation to the Department.

2.3 Future Goals

The department functions with following future out looks:

1. To achieve self-sufficiency of livestock products such as milk, meat & egg.
2. To ensure food security and food safety during the existing pandemic situation in the province.
3. To develop the sector from the livelihood/medium scale operation to commercial/large scale level.
4. Preventing farm family’s dropout from livestock Industry
5. Increased contribution to the National GDP from Livestock Production
6. Increased employment opportunity to the younger generation in Livestock sector

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	—	—	ACA-1
	Taxes on Domestic Goods & Services	2	—	—	
	Taxes on International Trade	3	—	—	
	Non-Tax Revenue & Others	4	—	—	
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		410,071,892	342,839,905	ACA-3
	Deposits		78,332,902	68,035,041	ACA-4



	Advance Accounts		11,437,807	11,612,520	ACA-5/5(a)
	Other Main ledger Receipts		—	—	
	Total Non-Revenue Receipts (B)		499,842,600	422,487,466	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		499,842,600	422,487,466	
	Remittance to the Treasury (D)		1,942,733	3,098,366	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		497,899,867	419,389,100	
	Less: Expenditure		—	—	
	Recurrent Expenditure		—	—	
288,920,000	Wages, Salaries & Other Employment Benefits	5	279,832,455	279,984,438	ACA-2(ii)
69,219,000	Other Goods & Services	6	66,445,258	61,868,770	
821,000	Subsidies, Grants and Transfers	7	677,435	811,779	
—	Interest Payments	8	—	—	
262,000	Other Recurrent Expenditure	9	208,263	6,934,816	
359,222,000	Total Recurrent Expenditure (F)		347,163,411	349,599,803	
	Capital Expenditure				
1,300,000	Rehabilitation & Improvement of Capital Assets	10	1,300,000	4,359,419	ACA-2(ii)
35,430,000	Acquisition of Capital Assets	11	5,406,513	6,996,112	
—	Capital Transfers	12	—	—	
—	Acquisition of Financial Assets	13	—	—	
1,000,000	Capacity Building	14	697,435	—	
69,000,000	Other Capital Expenditure	15	61,211,446	6,651,045	
106,730,000	Total Capital Expenditure (G)		68,615,394	18,006,576	
84,805,415	Deposit Payments		84,805,415	61,809,623	ACA-4
15,000,000	Advance Payments		13,434,641	8,317,758	ACA5/5(a)
	Other Main Ledger Payments				
99,805,415	Total Main Ledger Expenditure (H)		98,240,056	70,127,381	
	Total Expenditure I=(F+G+H)		514,018,861	437,733,760	
	Balance as at 31stDeccember J=(E-I)		(16,118,994)	18,344,660)	
	Balance as per the Imprest Adjustment Statement		(16,118,994)	(18,344,660)	ACA-7
	Imprest Balance as at 31st December		(16,118,994)	(18,344,660)	ACA-3

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	998,983,819	926,915,824
Financial Assets			
Advance Accounts	ACA-5/5(a)	27,007,617	25,010,783
Cash & Cash Equivalents	ACA-3		
Total Asset		1,025,991,436	951,926,607
Net Assets / Equity			
Net Worth to Treasury		24,569,375	16,100,028
Property, Plant & Equipment Reserve		998,983,819	926,915,824
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	2,438,242	8,910,755
Imprest Balance	ACA-3	—	—
Total Liabilities		1,025,991,436	951,926,607



3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	—	—
Fees, Fines, Penalties and Licenses	—	—
Profit	—	—
Non-Revenue Receipts	—	—
Revenue Collected on behalf of Other Revenue Heads	5,216,487	5,123,730
Imprest Received	410,071,892	342,839,904
Recoveries from Advance	1,518,819	1,056,642
Deposit Received	77,552,421	59,727,952
Total Cash generated from Operations (A)	494,359,619	408,748,228
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	325,675,890	319,518,117
Subsidies & Transfer Payments	677,435	811,779
Expenditure incurred on behalf of Other Heads	843,098	14,460
Imprest Settlement to Treasury	1,942,733	3,098,365
Advance Payments	12,000,000	6,886,759
Deposit Payments	84,762,116	61,584,558
Total Cash disbursed for Operations (B)	425,901,272	391,914,038
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	68,458,346	16,834,190
Cash Flows from Investing Activities		
Interest	660	3,843
Dividends	—	—
Divestiture Proceeds & Sale of Physical Assets	87,675	892,471
Recoveries from On Lending	—	—
Total Cash generated from Investing Activities (D)	88,335	896,314
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	68,546,682	17,730,504
Total Cash disbursed for Investing Activities (E)	68,546,682	17,730,504
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(68,458,346)	(16,834,190)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	—	—
Cash Flows from Financing Activities		
Local Borrowings	—	—
Foreign Borrowings	—	—
Grants Received	—	—
Total Cash generated from Financing Activities (H)	—	—
Less - Cash disbursed for:		
Repayment of Local Borrowings	—	—
Repayment of Foreign Borrowings	—	—
Total Cash disbursed for Financing Activities (I)	—	—
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	—	—
Net Movement in Cash (K)=(G)-(J)	—	—
Opening Cash Balance as at 01st January 2023	—	—
Closing Cash Balance as at 31st December 2023	—	—

3.4 Notes to the Financial Statements

3.4.1. Basis of Reporting

3.4.1.1. Reporting Period

- ❖ The reporting period for these Financial Statements is from 01st January to 31st December 2023.

3.4.1.2. Basis of Measurement

- ❖ The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3.4.1.3. Recognition of Revenue

- ❖ Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of the relevant revenue period.

3.4.1.4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

- ❖ PP&E are measured at a cost and a revaluation model is applied when the cost model is not applicable.

3.4.1.5. Property, Plant and Equipment Reserve

- ❖ This reserve account is the corresponding account of Property Plant and Equipment.

3.4.1.6. Cash and Cash Equivalents

- ❖ Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2023.

❖ Note to the Financial Statement

Notes No	Description	
Note - 1	Income Tax	Related to the Revenue Collection
Note - 2	Taxes on Domestic Goods & Service	
Note - 3	Taxes on International Trade	
Note - 4	Non Tax Revenue & Others	
Note - 5	Wages, Salaries, & other Employment	Related to the Recurrent Collection
Note - 6	Other Goods & Services	
Note - 7	Subsidies, Grants and Transfers	
Note - 8	Interest Payment	
Note - 9	Other Recurrent Expenditure	Related to the Capital Expenses
Note - 10	Rehabilitation & Improvement of capital Assets	
Note - 11	Acquisition of capital Assets	
Note - 12	Capital Transfers	
Note - 13	Acquisition of financial Assets	
Note - 14	Capacity Building	
Note - 15	Other capital Expenditure	

❖ 3.4.2.1 Description of Notes – 01 to 04

These are displayed under the Table 3.5 “Performance of the Revenue Collection”

❖ 3.4.2.2. Description of Notes – 05 to 09

DESCRIPT	Net allocation	Expenditure
Note-5- Wages Salaries & Other Employment Benefits		
Personal Emoluments		
1001 Salaries & wages	191,760,000.00	187,693,216.42
1002 Overtime & Holiday pay	2,060,000.00	646,436.94
1003 Other Allowance	95,100,000.00	91,492,801.94

Total	288,920,000.00	279,832,455.30
Note-6- Other Goods & Services		
Travelling Expenditure		
1101 Travelling Domestic	4,310,000.00	4,142,575.68
Total (a)	4,310,000.00	4,142,575.68
Supplies		
1201 Stationery & Office Requisites	4,600,000.00	4,542,749.94
1202 Fuel & Lubricants	6,850,000.00	6,585,530.27
1203 Diets & Uniforms	196,000.00	168,000.00
1204 Medical supplies	2,300,000.00	1,846,590.24
1205 Others	1,528,000.00	1,436,082.67
Total (b)	15,474,000.00	14,578,953.12
Maintenance Expenditure		
1301 Vehicles	11,950,000.00	11,610,316.48
1302 Plant, Machinery and Equipment	1,760,000.00	1,740,210.57
1303 Buildings	3,010,000.00	2,886,688.94
Total (c)	16,720,000.00	16,237,215.99
Services		
1401 Transport	-	-
1402 Postal and communication	2,230,000.00	2,053,275.71
1403 Electricity and water	4,510,000.00	4,207,591.63
1404 Rents, Rates and Local Taxes	925,000.00	831,863.24
1409 Others	25,050,000.00	23,963,662.62
Total(d)	32,715,000.00	31,056,393.20
Total Expenditure on Other Goods & Services(a+b+c+d)	69,219,000.00	66,015,137.99
Note- 7- Subsidies, Grant & Transfers		
1506 Property Loan Interest to Public Se	821,000.00	677,435.04
Note-8 Interest Payments	901,000.00	811,778.62
Note-9- Other Recurrent Expenditure		
1701 Losses & Write off	1,000.00	-
1703 Others	-	-
Total	1,723,000.00	1,489,213.66
Grand Total (Notes 5 to 9) Total Recurrent Expenditure	359,862,000.00	286,953,458.30

❖ 3.4.2.3. Description of Notes – 10 to 15

DESCRIPT	Net allocation	Expenditure
Note-10- Rehabilitation & Improvements of Capital Assets		
2001 Building & Structures	1,300,000.00	1,300,000.00
Total (a)	1,300,000.00	1,300,000.00
Note-11- Acquisition of Capital Assets		
2102 Furniture and office equipment	-	-
2103 Plant Machinery and Equipment	4,930,000.00	4,909,400.00
2104 Building & Structures	30,000,000.00	-
Total (b)	34,930,000.00	4,909,400.00
Note-12- Capital Transfer		
Total (c)	-	-
Note-13- Acquisition of Financial Assets		
Total (d)	-	-



Note-14- Capacity Building		
Total(e)	-	-
Note- 15- Other Capital Expenditure		
2502 Other Investment	69,000,000.00	61,211,445.97
Total (f)	69,000,000.00	61,211,445.97
Total Expenditure on Public Investments (a+b+c+d+e+f)	105,230,000.00	67,420,845.97

3.5 Performance of the Revenue Collection

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.01.01	Rent on Govt. Building	737	737	583	79%
2002.02.02	Interest on loan advance to Public Officer	1327	1327	1008	76%
2003.01.00	Departmental Sales	150	150	72	48%
2003.99.00	Miscellaneous Receipts	2686	2686	4553	169%
2006.02.02	Sales of Capital Assets	1071	1071	18	2%

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	359,222	359,222	347,165	
Capital	106,500	106,730	68,615	

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as At 31.12.2023	Balance as Per financial Position Report as At 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6111	Building & Structure	393,298,505.29	393,298,505.29	-	-
6112	Machinery and Equipment	231,070,313.45	231,070,313.45	-	-
6141	Land	374,615,000.00	374,615,000.00	-	-

3.9 Auditor General's Report**

The final audit report has not received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Performance Indicators		
		100% - 90%	75% - 89%	50% - 74%
1	Extent of land used for pasture/fodder cultivation up to 485 Ha.	98%		
2	Increased number of small-scale dairy units upgraded up to 1300 No.			66 %
3	Increased annual milk production up to 50.00 million L.	92 %		
4	Increased annual mutton production up to 1,640 MT.	98 %		
5	Increased annual egg production up to 44.00 Mn.		76 %	
6	Increased local consumption of liquid milk up to 22.00 Mn.L	90 %		

7	Increased annual OPD & field cases attended by veterinary offices / Hospital up to 0.70 Mn.			57 %
8	Number of farmer training programs conducted up to 650 Nos	100 %		
9	Number of institutions strengthened / renovated up to 10 Nos			
10	Increased number of mobile veterinary clinics conducted up to 150 Nos		81 %	
11	Number of staffs trained up to 400 Nos	100 %		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	2.Zero Hunger	1.1	Extent of land used for pasture/fodder cultivation up to 485 Ha.			98 %
		2.1				
		2.2	Increased number of small-scale dairy units upgraded up to 1300 No.		66 %	
		2.3				
		2.4	Increased annual milk production up to 50.00 million L.			92 %
		2.5	Increased annual mutton production up to 1,640 MT.			98 %
		12.2	Increased annual egg production up to 44.00 Mn.			76 %
2	12. Responsible consumption and production	12.2	Increased local consumption of liquid milk up to 22.00 Mn.L			
		12.a				
3	3.Good health and well-being	3.2	Increased annual OPD & field cases attended by veterinary offices / Hospital up to 0.70 Mn.		57 %	
		3.3				
		3.6				
4	16. Peace, justice and strong institutions	16.6	Number of farmer training programs conducted up to 650 Nos			100 %
		7.1	Number of institutions strengthened / renovated up to 10 Nos	30 %		
		2.3	Increased number of mobile veterinary clinics conducted up to 150 Nos			81 %
			Number of staffs trained up to 400 Nos			100 %

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Pandemic situation existed throughout the year, was a challenge to the livestock and Poultry farmers of the province. Because of the continuous increase in the livestock and poultry feed and disturbances existed in marketing affected the production significantly. Due to importation

Problems existed; some procurement works were suspended. Some construction works were stopped due to the shortage of materials. Any way the department was able to do the 99% of the works planned. It is a significant achievement

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	109	63	46
2	Territory	07	03	04
3	Secondary	229	185+22	22
4	Primary	243	146+07	90

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute

6.3 Human Resource Development

S.No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Result Based Management for Inclusive Social Development	04	04 days			Local	Trained 04 DO
02	Accounting procedure	01	04 days			Local	Trained Accountant
03	ITEC & ETEC Training	02	01 day			Local	Trained 02 DO
04	New CIGAS	13	02 days			Local	Trained 13 DO
05	Knowledge Sharing programme	06	04 days			Local	Trained 06 DO
06	Computer training	05	01 day			Local	Trained 05 DO

No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	For eign		
01	Certificate Training course on Dairy Production	06	45 Hrs (30 Days) 02 Days Practical Session)	Funded by DAPH / central		University of Florida conducted via online	Trained VSS on Dairy Production
02	Dermatology and small animal surgery	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on small animal surgery
03	Goat management	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on goat mgt
04	National Dairy Entrepreneurship Development Program (MOD Project 100 Lit milk)	30 VSS	02 Days	Funded By MOD		Local	Trained Trainers
05	National Dairy Entrepreneurship Development Program (MOD Project 100 Lit milk)	22 VSS	02 Days	Funded By MOD		Local	Trained Trainers
06	Workshop on Poultry Nutrition, Disease diagnosis & Bio security	20 VSS	01 Day	Funded by SLVA		Local	Trained VSS on Poultry Nutrition, Disease diagnosis & Bio security
07	Data collection quality and its utility at domestic and national level	All VSS	3 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on data collection
08	Animal Health	08 VSS	03 Days	Funded by DAPH / central		Local (online Training Programme)	Trained VSS on animal health
09	Veterinary Practice in Animal Welfare	07 VSS	02 Days	Funded by DAPH / central		Local	Trained VSS on veterinary practices and welfare
10	Treatment and Management of common eye problems in Dogs & Cats	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on treatment and mgt
11	Project Planning	08 VSS	03 Days	Funded by DAPH / central		Local	Trained VSS on project planning
12	Workshop under UNDP-JSB Project	11 VSS	01 Day	Funded By UNDP		Local	Known about project concept
13	Cost benefit analysis for sustainable livestock product development	13 VSS	12 Hrs (06 Hrs per Day)	Funded by DAPH / central		Local (online Training Programme)	Trained VSS on cost benefit analysis
14	Cardiac ultrasound in small animals	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on Cardiac ultrasound



15	Abstract writing	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on Abstract writing
16	Rehabilitating rescued wild life - experience wild life Veterinarian	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Knowledge gained on rehabilitating rescued wildlife
17	Modern Dairy management	13 VSS	03 Days	Funded by DAPH / central		Local (online Training Programme)	Trained VSS on Modern dairy mgt
18	Modern Dairy management	06 VSS	02 Days	Funded by DAPH / central		Local (online Training Programme)	Trained VSS on Modern dairy mgt
	Locometer Diseases in Poultry	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on Locometer Diseases in Poultry
20	Reproduction management of Dairy cows in New Zealand	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on Reproduction of Dairy cows
21	Knowledge co creation programme for Dairy Development project	07 VSS	14 Days	Funded by JICA		Abroad	Knowledge gained on New technologies and skills in Dairy industry
22	Institutional Management	05 VSS	03 Days	Funded by DAPH / central		Local	Trained VSS on Institutional Management
23	Awareness programme –LSD & PRRS	All VSS	02 Hrs (01 Hour per Day)	Funded by SLVA		Local (Via Zoom)	Knowledge gained on awareness about LSD & PRRS
24	Periodontal Disease and Therapy for the General Practitioner	All VSS	02 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on periodontal disease and therapy
25	Ensuring the wellbeing of chelonians, Effective Turtle and tortoise management and key health consideration	All VSS	03 Hrs	Funded by SLVA		Local (Via Zoom)	Trained VSS on Effective Turtle and tortoise management and key health consideration
26	Veterinary requirement for Trade facilitation	06 VSS	02 Days	Funded by DAPH / central		Local (online Training Programme)	Trained VSS on Veterinary requirement for Trade facilitation
27	Virtual training program on Administrative & Financial regulations	01 VS	03 Days	Funded by DAPH / central		Local	Trained on Administrative & financial regulation
28	Leadership Decision Making and problem solving	13 VSS	02 Days	Funded by DAPH / central		Local	Trained on Leadership Decision Making and problem solving
29	Procurement procedures, Specialization in Office practice and public Administration	17VSS	01 Day	Funded by PSDG (Rs 30,116.46) Jaffna District		Local	Knowledge gained on Specialization in Office practice and public Administration
30	Introduction to Assess management, Assets management techniques, Specialization in office practice and public Administration	16 VSS	01 Day	Funded by PSDG (Rs 28,468.26) Jaffna District		Local	Knowledge gained on Assets management techniques, Specialization in office practice and public Administration

LDII DO/ MA

S.NO	Name of the Programme	No of Staff Trained	Duration of the Programme	Total Investment (Rs'000)		Nature of the programme (Abroad/Local)	Output/ knowledge gained
				Local	Foreign		
01	Project monitoring and Evaluation, Project Proposal reparation, Specialization in	25	01 Day	Funded by PSDG (Rs.35,570.13) Jaffna		Local	Knowledge gained on Project monitoring and Evaluation, Project Proposal reparation, Specialization in office



	office practice and public Administration						practice and public Administration
02	Introduction to public finance, Assets management, Basic procurement procedures,	23	01 Day	Funded by PSDG (Rs.31,218.18) Jaffna		Local	Knowledge gained on Introduction to public finance, Assets management, Basic procurement procedures,
03	MS office & Pc maintenance	32	01 Day	Funded by PSDG (Rs.41,463.38) Jaffna		Local	Knowledge gained on MS office & Pc maintenance
04	Establishment code and Office administration	11	01 Day	Funded by PSDG Mannar		Local	Knowledge gained on Establishment code and Office administration
05	Positive thinking, Procurement, leave	17	02 Days	Funded by PSDG Mullaitivu		Local	Knowledge gained on Positive thinking, Procurement, leave

DL/OES

S.NO	Name of the Programme	No of Staff Trained	Duration of the Programme	Total Investment (Rs'000)		Nature of the programme (Abroad/Local)	Output/ knowledge gained
				Local	Foreign		
01	Training on semen & liquid Nitrogen storage can handling	34	01 Day	Funded by DAPH Central		Local	Trained on semen & liquid Nitrogen storage can handling
02	Office Management	16	01 Day	Funded by PSDG Mullaitivu		Local	Knowledge gained on Office Management

- Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date	Complied		
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Complied		
1.4	Stores Advance Accounts	Complied		



1.5	Special Advance Accounts	Complied		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		

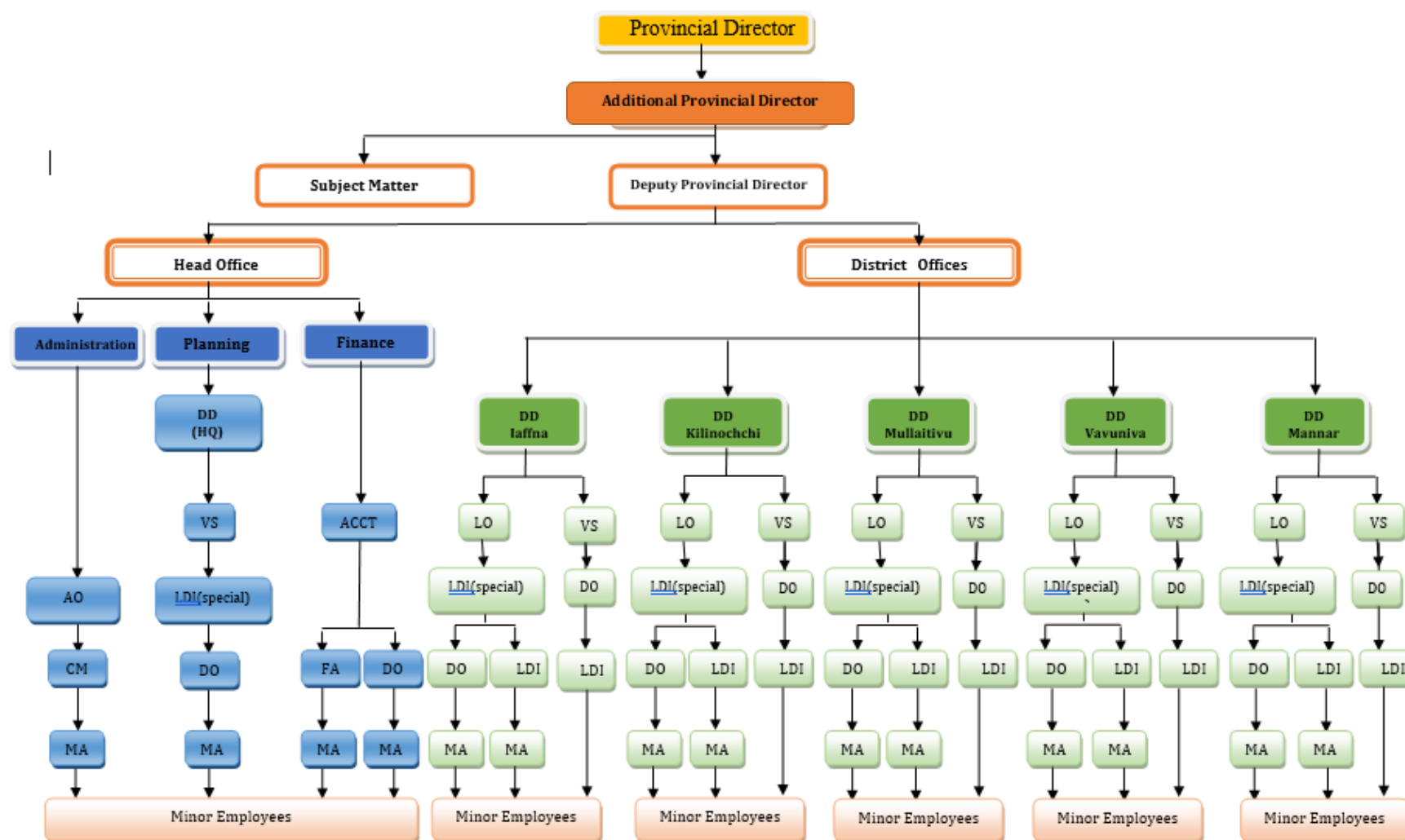


8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		



17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

5.3 Annexure I – Organization Chart



5.4 Department of Irrigation, Northern Province

Expenditure Head No: 431

Chapter 01 - Institutional Profile / Executive Summary

1.1 Introduction

The 13th amendment to the constitution of Sri Lanka has provided for the establishment of Provincial Councils and devolution of responsibility, inter alia for Provincial Irrigation Schemes therein. The taking over of the devolved functions in NEP commenced in July 1989 and the Provincial Irrigation Department was formed under the Ministry of Irrigation and Housing of the North & East Province. Later it was brought under the Ministry of Irrigation, Construction, Transport, Highways and Communications, and then it functioned under the Chief Secretary, NEP with the direction of Deputy Chief Secretary, Engineering Services NEP. After the demerge of North East Provincial Council, Northern Provincial Irrigation Department was demerged from North East Provincial Irrigation Department and it is functioning under the Ministry of Agriculture, Livestock Development, Land, Irrigation & Fisheries Northern Province from January 2007 and presently it is coming under Ministry of Agriculture and Agrarian Services, Animal husbandry, Irrigation, Water supply, Food supply and distribution, Environment and Co-operative Development.

The Provincial Irrigation Department with over Seventeen years of experience as a pioneer organization responsible for most of the development works in the irrigation sector, looks optimistically towards the development envisage in the water sector of the Northern Province at the dawn of the new millennium. This department has a head office headed by Director of Irrigation and has three range offices each has a Deputy Director in-charge and eight Divisional Offices managed by Divisional Irrigation Engineers. Details are given in chapter 1.5.

This Department successfully maintained the Schemes as follows.

S. No.	Scheme	No. of Schemes	Benefited Area in Acres
1	Major Tanks	09	49,143
2	Medium Tanks	44	20,490
3	Anicut	01	323.5
4	SWE Bunds	34	7,240
5	Lagoons	02	31,000
6	Drainage Schemes	01	2,000

1.1. Vision, Mission, and Objectives of the Institution

a) Vision

Self-sufficiency in food by developing a viable farming Community. Through building up of irrigation Schemes/ projects.

b) Mission

Providing sustainable irrigation, flood control, drainage, and salt Water exclusion facilities by managing the schemes in Provincial River basins.

c) Objectives

- ❖ Optimizing effective exploitation of surface water Resources for Sustainable livelihood.
- ❖ Developing and Managing Groundwater potential for Sustainable livelihood.
- ❖ Regaining the service standards of underperforming Irrigation, Drainage, Flood Control and
- ❖ Salt Water Exclusion Schemes.
- ❖ Developing lands and water resources to boost the economy of the region.
- ❖ Empowering the farming community for sustainable Management of irrigation schemes.
- ❖ Promoting good governance.

1.2. Key Functions

- ❖ Ensuring timely assistance of irrigation department staff in providing sustainable irrigation, drainage, Flood control and salt water exclusion facilities.

- ❖ Crop diversification to high income yielding intensive agriculture.
- ❖ Adoption of new appropriate water saving technology
- ❖ Increasing the rate of Groundwater recharge.
- ❖ Regulating agriculture groundwater consumption
- ❖ Protecting groundwater resource from being exhausted or being polluted by sea water intrusion
- ❖ Improving mobility to facilitate recovery of underperforming schemes to their original designed performance level.
- ❖ Improving the conditions of the existing Irrigation, Drainage, Flood Control and Salt Water Exclusion Schemes to original designed performance level.
- ❖ Promoting Conducive Working Environment to facilitate recovery of underperforming schemes to their original designed performance level.
- ❖ Facilitating easy accessibility to Irrigation, Drainage, Flood Control and Salt Water Exclusion Schemes.
- ❖ Developing water resources to be shared between agriculture sector and other competitive sectors.
- ❖ Reclaiming inundated low-lying lands to be shared between agriculture sector and other competitive sectors.
- ❖ Protecting low lying lands from floods to be shared between agriculture sector and other competitive sectors.
- ❖ Reclaiming salt water intruded low lying lands to be shared between agriculture sector and other competitive sectors.
- ❖ Building implementing Capacity of Irrigation Department
- ❖ Vesting powers and responsibilities to beneficiaries (FO) for participatory management in Irrigation Schemes
- ❖ Monitoring and guiding FO's activities.
- ❖ Imparting the necessary knowledge and skills to uplift Farmer Organizations to fill the existing gaps.
- ❖ Imposing levy for the water used for agriculture.
- ❖ Motivating officials by providing incentives.
- ❖ Ensuring accountability, uniformity and efficiency
- ❖ Ensuring quality and standards in civil works

1.3. Organizational Chart: – Annexed

1.4. Main Divisions of the Department

1.5.1. Main Ranges

Deputy Director of Irrigation,

Kilinochchi, Mullaitivu and Vavuniya Ranges

1.5.2. Main Divisions

Divisional Irrigation Engineer

Jaffna, Kilinochchi East, Kilinochchi West, Muthuiyankaddu, Vavunikulam, Vavuniya & Chedikkulam and Mannar Divisions

1.5.3. Main Units

1. Works
2. Planning & Design
3. Accounts
4. Administration

1.5. Institutions / Funds coming under the Ministry / Department / Provincial Council

- PSDG,
- CBG,
- Recurrent,
- Other Department works (under Ministry of Agriculture)
- World Bank (Climate Smart Irrigated Agriculture Project, Integrated Watershed Water Resource Management Project, Integrated Watershed Water Resource Management Project Re-purposing, Climate Resilience Multi Phase Approach, Agriculture Sector Modernization Project)

1.7. Details of the Foreign-Funded Projects

No	Name of the Project	Agriculture Sector Modernization Project (ASMP)	Climate Smart Irrigated Agriculture Project (CSIAP)	Integrated Watershed Water Resource Management Project (IWWRMP)	Integrated Watershed Water Resource Management Project – Re purposing	Climate Resilience Multi-Phase Approach (CResMPA)
a	Donor Agency	World bank	World Bank	World Bank	World Bank	World Bank
b	Estimated Cost of the Project - Rs. Mn	Rs. 610 Mn	*	Rs.2217.38 Mn	Rs.468.3 Mn	Rs.252.61Mn
c	P Project Duration	6 years (2017-2023)	6 Years (2019-2025)	5 Years (2021 – 2025)	18 Months (June 2023- Dec 2024)	18 Months

* Our technical assistance and inputs are facilitated to implement this project by the respective DPD of the project and PMU.

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

- ❖ Full Storage of all 54 major medium irrigation schemes in Wannai main land & Lagoon, Drainage & SWE in Jaffna Peninsula.
- ❖ Best possible Reservoir Management & Flood control.
- ❖ Cabinet Approval for Poonagary tank development under 700MW Solar Power – Foreign investment of 1700 MN. USD(578,000 MN.LKR)
- ❖ Budgetary Provision of 250 Mn. LKR for 2024 for the preparation works of Lower Paliaru Reservoir Project.
- ❖ Revival of the Operational manual of Thondaanaru Barrage.
- ❖ Successful completion of KALMADU RESERVOIR PROJECT Total Project Cost -778 Mn. funded by World Bank under IWWRMP.
- ❖ Commencement of MANADAKALLARU new reservoir project.
- ❖ Revival of Skanthapuram Lift Irrigation through rooftop Solar Energy under foreign donor under PPP Model (35 MN.)
- ❖ Implementation of 3500 MN. worth of projects both GOSL/ Foreign funded projects.

2.2 Challenges

- ❖ Maintained all 54 Major / Medium Irrigation Schemes in operational condition in Northern Province.
- ❖ Provided Irrigation facilities to all schemes coming under our purview.
- ❖ Due to the inadequate fund, the objectives were not achieved fully and farmers' requirements were not fulfilled as expected by them. However optimum results were achieved with the minimum inputs that were made available, even though this is a major challenge.
- ❖ There is a shortage of approved cadre of Maintenance Labour. The present strength of Maintenance Labourers is 77 out of 186 of the approved cadre. This is a major challenge in the proper maintenance of schemes.

2.3 Future Goals

- ❖ **Strengthen the Farmer's organization.**
- ❖ At Present, the Farmer's Organizations do not have sufficient financial resources and technical knowhow. Moreover, lack of Proper water management practicing is diminishing. Through the proper water management training, technical training and introduce the new water taxes in order to strengthen them and ensure their capacity.
- ❖ **Renovation and Training**

- ❖ By renovate the appropriate structures and providing adequate training on water management to the farmers for saving the water during the cultivation. From that, the Yala cultivation extent should be increased in the short term.
- ❖ **Change the cultivation pattern according to climate changes**
- ❖ Climate change is currently having a global impact. Receiving short – term high intensity rainfall increases the risk of flooding no rain for longer period which causes drought. Therefore, farmers need to be prepared to face climate changes by introducing new strategies and promoting alternative farming practices in future.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		478,655,230	414,768,268	ACA-3
	Deposits		146,072,170	28,440,520	ACA-4
	Advance Accounts		13,015,140	14,419,214	ACA-5/5(a)
	Other Main Ledger receipts				
	Total Non-Revenue Receipts (B)		637,742,540	457,628,003	
	Total Revenue Receipts Total Non-Revenue Receipts (C) = (A)+(B)		637,742,540	457,628,003	
	Remittance to the Treasury (D)		7,347,600	9,094,315	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		630,394,940	448,533,688	
	Less: Expenditure				
	Recurrent Expenditure				
254,000,000	Wages, Salaries & Other Employment Benefits	5	219,926,286	232,591,719	ACA-2(ii)
2232,400,000	Other Goods & Services	6	178,350,391	132,950,864	
780,000	Subsidies, Grants and Transfers	7	559,129	743,734	
	Interest Payments	8			
600,000	Other Recurrent Expenditure	9	447,850	273,012	
	Total Recurrent Expenditure (F)		399,283,656	366,559,329	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10			ACA-2(ii)
61,000,000	Acquisition of Capital Assets	11	13,328,789	1,000,000	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
96,900,000	Other Capital Expenditure	15	72,294,737	43,349,544	

157,9000,000	Total Capital Expenditure (G)		85,623,527	44,349,544	
	Deposit Payments		147,523,498	36,259,896	ACA-4
	Advance payments		17,088,828	16,104,394	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		164,612,326	52,364,290	
	Total Expenditure I=(F+G+H)		649,519,509	463,273,163	
	Balance as at 31stDeccember J=(E-I)		(19,124,569)	(14,739,475)	
	Balance as per the Imprest Adjustment Statement		(19,124,569)	(14,749,515)	
	Imprest Balance as at 31*December		(19,124,569)	(14,749,515)	

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	1,047,320,407	230,391,424
Financial Assets			
Advance Accounts	ACA-5	35,443,499	31,369,811
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		1,082,763,906	261,761,235
Net Assets / Equity			
Net Worth to Treasury		26,001,689	20,476,673
Property, Plant & Equipment Reserve		1,047,320,407	230,391,424
Rent and Work Advance Reserve			
Current Liabilities			
Deposits Accounts	ACA-4	9,441,810	10,893,138
Imprest Balance	ACA-3	-	-
Total Liabilities		1,082,863,906	261,761,235

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	3,113,244	4,883,697
Imprest Received	478,655,230	414,768,268
Recoveries from Advance	1,603,798	1,328,400
Deposit Received	138,540,061	24,035,120
Total Cash generated from Operations (A)	621,912,333	445,015,485
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	370,705,206	445,015,4485
Subsidies & Transfer Payments	559,129	
Expenditure incurred on behalf of Other Heads	234,655	250,000
Imprest Settlement to Treasury	7,347,600	9,094,315

Advance Payments	16,211,797	13,937,333
Deposit Payments	145,027,212	34,889,085
Total Cash disbursed for Operations (B)	540,085,600	403,332,612
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	81,826,733	41,682,873
Cash Flows from Investing Activities		
Interest	678	7,427
Dividends		
Divestiture Proceeds & Sale of Physical Assets	90,749	111,554
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	91,427	118,981
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of other Investment	81,918,160	41,801,854
Total Cash disbursed for Investing Activities (E)	81,918,160	41,801,854
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(81,826,733)	(41,682,873)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	468,178,800	468,471,800	399,353,111	85.25
Capital	151,100,000	151,100,000	81,918,160	54.22

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 1.12.2023	Yet to be Accounted	Reporting Progress as a %
		1,461,749,475	1,461,749,475		

3.9 Auditor General's Report**

The final Audit Report has not been received yet

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Progress of the Achievement to date		
		100% - 90%	75% - 89%	50% - 74%
1	Sustainable Irrigation facilities ensured (85,952 acs)	100%		
2	Operation and maintenance works carried out for irrigation schemes (49nos)		77%	
3	Extent of lands benefitted (10 acs)	100%		
4	Irrigation Schemes improved (49 nos)		77%	
5	Increased the rate of Groundwater recharge (5%)			50%
6	Ensured the quality of Groundwater (8Nos.)			50%

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	Productivity Improvement	Sustainable Irrigation and Operation and Maintenance of Tank	Sustainable Irrigation facilities ensured (85,952 acs) Operation and maintenance works carried out for irrigation schemes (49 nos)			89%
2	Improvement of Physical assets	The extent of cultivation increase	The extent of lands benefitted (10 acs) Irrigation Schemes improved (49 nos)			89%
3	Developing and Managing Groundwater Potential for sustainable livelihood	Ensured the quality of groundwater	Increased the rate of Ground water recharge (5%) Ensured the quality of Groundwater (8 Nos.)		50%	
4	Empower the farming community for sustainable management of Irrigation schemes	The extent of cultivation increase	The extent of lands benefitted (10 acs)			100%

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

a. Strengthening the Farmer's Organization.

At present, the Farmer's Organizations do not have sufficient financial resources and technical knowhow. Moreover, lack of proper water management practicing is diminishing. Through the proper water management training, Technical Training and introduce the new water taxes in order to strengthen them and ensure their capacity.

b. Increasing the Yala cultivation extent

Now a days most of the irrigation structures are in dilapidated condition and also to due negligence of farmers during the cultivation there is a severe water loss. By renovating the appropriate structures and providing adequate training on water management to the farmers for saving the water during the cultivation. From that, the Yala cultivation extent would be increased in the short term.

c. Change the cultivation pattern according to Climate Changes

Climate change is currently having a global impact. Receiving short-term high intensity rainfall increases the risk of flooding and no rain for longer period which causes drought. Therefore, farmers

need to be prepared to face climate changes by introducing new strategies and promoting alternative farming practices.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	25	22	03
2	Territory	16	07	09
3	Secondary	232	193	39
4	Primary	247	119	128

6.2 **Briefly state how the shortage or excess in human resources has affected to the performance of the institute.

The Performance and the functions of the Headquarters, All Ranges and Divisions of this Department have been affected in many ways by the shortage of all categories of Staff.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Family Work Balance & Parental Skills Training Programme.	06	01 Day	-	-	Local	Knowledge Gained
02	Letter writing in English	05	02 Days	-	-	Local	Knowledge Gained
03	Disaster Recovery Framework of Building Disaster Resilience Structure Through Enhanced Knowledge for Irrigation Sector	11	01 Day	-	-	Local	Knowledge Gained
04	Introduction RTI Act	04	02 Days	-	-	Local	Knowledge Gained
05	Training on Project Proposal Writing	01	08 Days	-	-	Local	Knowledge Gained
06	Training on Government Payroll System	12	05 Days	-	-	Local	Knowledge Gained
07	Training on Project Proposal Writing	01	02 Days	-	-	Local	Knowledge Gained
08	Introduction to Project Management	11	04 Days	-	-	Local	Knowledge Gained
09	Benefits and Privileges of public Officers Anticorruption	04	04 Days	-	-	Local	Knowledge Gained
10	Internal Audit Techniques	07	04 Days	-	-	Local	Knowledge Gained
11	Salary Conversion	12	03 Days	-	-	Local	Knowledge Gained
12	Training on Levelling Theory	07	03 Days	-	-	Local	Knowledge Gained
13	02nd Language Sinhala 150 Hrs	10	18 Days	-	-	Local	Knowledge Gained
14	02nd Language Sinhala 150 Hrs	24	25 Days				
15	Establishment code I, II & Procedural Rules	10	03 Days	-	-	Local	Knowledge Gained
16	Training on Effective Communication in English	01 02	03 Days 02 Days	-	-	Local	Knowledge Gained
17	IWWRMP Non compensatory Measures To Manage Livelihood impacts in Irrigation rehabilitation	01	01 Day	-	-	Local	Knowledge Gained



18	Price Escalation	14	02 days	-	-	Local	Knowledge Gained
19	Variation	06	02 Days	-	-	Local	Knowledge Gained
20	Board of Survey Losses and write off (Zoom – 9-12.30pm)	14	02 Days	-	-	Local	Knowledge Gained
21	Disciplinary procedure	06	02 Days	-	-	Local	Knowledge Gained
22	Introduction to national audit act	03	02 Days	-	-	Local	Knowledge Gained
23	Right to Information Act	07	02 Days	-	-	Local	Knowledge Gained
24	Good Governance	02	02 Days	-	-	Local	Knowledge Gained
25	CIGAS	13	05 Days	-	-	Local	Knowledge Gained
26	Conflict Management & Negotiation skill	02	01 Day	-	-	Local	Knowledge Gained
27	Effective Office Assistance	01	01 Day	-	-	Local	Knowledge Gained
28	Computer Hardware Maintenance, Troubleshooting & software solutions	08	04 Days	-	-	Local	Knowledge Gained
29	Advance Techniques in MS Word & Excel	02	01 Day	-	-	Local	Knowledge Gained
30	Quality Assurance in Civil Works	01	06 Days	-	-	Local	Knowledge Gained
31	Techniques in MS Office	04	08 Days	-	-	Local	Knowledge Gained
32	Powers and Functions of Provincial Council System.	03	02 days	-	-	Local	Knowledge Gained
33	Web Based Applications	03	06 Days	-	-	Local	Knowledge Gained
34	Knowledge Sharing Programme- 2023	03	06 Days	-	-	Local	Knowledge Gained
35	Method of Measurement	04	01 Day	-	-	Local	Knowledge Gained
36	Pension Procedure	09	03 Days	-	-	Local	Knowledge Gained
37	Positive Thinking & Personality Development	09	01 Day	-	-	Local	Knowledge Gained
38	Technic in MS office – Zoom (9.00-12.30Pm)	15	08 Days	-	-	Local	Knowledge Gained
39	Internal Audit Techniques & Guidelines	10	02 Days	-	-	Local	Knowledge Gained
40	Maintenance of Personal File	07	02 Days	-	-	Local	Knowledge Gained
41	Training on Database Management System	06	05 Days	-	-	Local	Knowledge Gained
42	Vehicle Management Techniques	04	02 Days	-	-	Local	Knowledge Gained
43	Training on Work life Balance	06	01 Day	-	-	Local	Knowledge Gained
44	Web Base ApplicationZoom	05	06 Days	-	-	Local	Knowledge Gained
45	Graphics Training	06	02 Days	-	-	Local	Knowledge Gained
46	Level I Efficiency	02	10 Days	-	-	Local	Knowledge Gained
47	Conflict Management	01	01 Day	-	-	Local	Knowledge Gained
48	Office System & Procedures	02	01 Day	-	-	Local	Knowledge Gained
49	Conflict Management & Negotiation Skill	01	01 Day	-	-	Local	Knowledge Gained
50	Report Writing Skill in English	04	02 Days	-	-	Local	Knowledge Gained
51	Training on Cloud Computing	01	02 Days	-	-	Local	Knowledge Gained
52	Contract Administration	03	02 Days	-	-	Local	Knowledge Gained
53	Contract Administration	03	04 Days	-	-	Local	Knowledge Gained
54	Quality Assurance in civil works	07	06 Days	-	-	Local	Knowledge Gained
55	Electrical Wiring & Plumping	05	02 Days	-	-	Local	Knowledge Gained
56	Training on Project Proposal Writing	01	08 Days	-	-	Local	Knowledge Gained

57	Managing Disputers in work Place	01	01 Day	-	-	Local	Knowledge Gained
58	Total Station	2 & 1	& 2 Days	-	-	Local	Knowledge Gained
59	SBD - 3	01	02 Days	-	-	Local	Knowledge Gained
60	SBD - 1	02	03 Days	-	-	Local	Knowledge Gained
61	Domestic & foreign Leave for Officers	01	01 Day	-	-	Local	Knowledge Gained
62	Emotional well Beings & Management	04	01 Day	-	-	Local	Knowledge Gained
63	2nd Language Sinhala Level 1	01	31 Days	-	-	Local	Knowledge Gained
64	Writing Skill for public Servants I	01	20 Days	-	-	Local	Knowledge Gained
65	இலங்கை கணக்காளர் பொதுநிதி கணக்கீட்டு நியமங்கள் (SLPSAS)	01	04 Days	-	-	Local	Knowledge Gained
66	Leadership & Team Building	01	01 Day	-	-	Local	Knowledge Gained
67	Productivity Concepts	01	01 Day	-	-	Local	Knowledge Gained
68	Training on Store Management	02	01 Day	-	-	Local	Knowledge Gained
69	Training on 5S	01	01 Day	-	-	Local	Knowledge Gained
70	Training on Quality Circle and KAIZEN	01	01 Day	-	-	Local	Knowledge Gained
71	KSP -05 – உள்நாட்டு வெளிநாட்டு விடுமுறை தொடர்பானது	03	01 Day	-	-	Local	Knowledge Gained
72	Training on Green Productivity	01	01 Day	-	-	Local	Knowledge Gained

Chapter 07 - Compliance Report

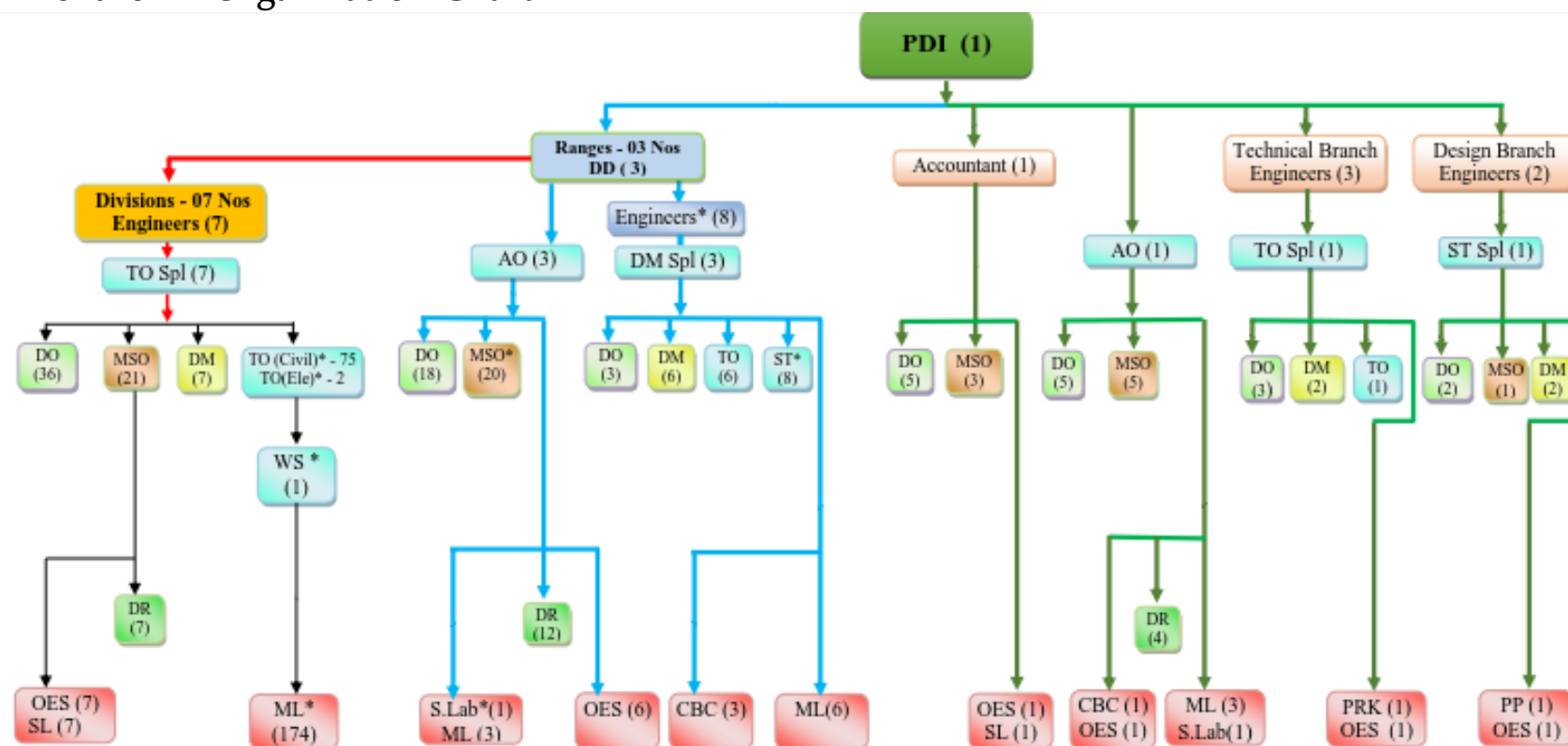
No	Applicable Requirement	Compliance Status (/Not Complied)	Brief explanation for Non-Compliance	Corrective actions Complied proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		

2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	N/A		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied to within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	N/A		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	N/A		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	N/A		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Not Complied (03 meetings)		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	N/A		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	N/A		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		

9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Not complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Existing Cadre - 340	NO PAY - 07	335
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			

17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter	Complied		
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan	Complied		
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	NO		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

5.4 Annexure I – Organization Chart



PDI Provincial Director of Irrigation
 DD Deputy Director
 E Engineer
 Accountant Accountant
 AO Administrative Officer
 TO(Spl.) Technical Officer – Special
 DM(Spl.) Draughtsman – Special
 ST(Spl.) Soil Tester – Special
 DO Development Officer
 TO Technical Officer

DM Draughtsman
 ST Soil Tester
 MSO Management Service Officer
 WS Works Supervisor
 DR Driver
 KKS Office Employee Service
 PP Plan Printer
 PRK Plan Record Keeper
 CBC Circuit Bungalow Caretaker
 SL Store Labourer
 ML Maintenance Labourer
 S.Lab Sanitary Labourer

Designation	Varying Cadre for DDI's Range		
	Vavuniya	Kilinochchi	Mullaitivu
Engineers*	02	03	03
MSO*	06	07	07
ST*	02	03	03
S.Lab*	-	01	-

Designation	Varying Cadre for IE's Division							
	Vavuniya & Cheddikulam	Mannar	Vavunikulam	Muthuikankadd	Kilinochchi East	Kilinochchi West	Jaffna	
TO (Civil)*	08	04	07	14	14	08	06	
TO (Ele)*	-	-	-	01	01	-	-	
ML*	16	06	12	30	48	16	14	
WS*	-	-	01	-	-	-	-	



6.0

Ministry of Education, Cultural Affairs, Sports and Youth Affairs

- 6.1 Ministry of Education
- 6.2 Department of Education
- 6.3 Department of Sports
- 6.4 Department of Cultural Affairs

6.1 Ministry of Education, Cultural Affairs, Sports & Youth Affairs, Northern Province Expenditure Head No: 412

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The North East Provincial Council was one of the eight Provincial Councils established under the Thirteenth Amendment of the Constitution of Sri Lanka in 1987. The Council was administered by the elected members for a short period and as a result of the dissolution of the elected assembly, the administration moved on to the hands of the Hon. Governor. The North East Provincial Ministry of Education, Cultural Affairs and Sports & Youth Affairs is one of the five ministries under this Provincial Council and was established in the premises of the Department of Education, Trincomalee in 1989.

But, according to the decision of the Supreme Court bifurcated the North East Provinces is divided into two Provincial Administrations under two Provincial Councils. As a result, the Northern Provincial Council has to move on to the Department of Agriculture located in Varothayanagar, Trincomalee in the Eastern Province. The operations of the offices commenced on 12/12/2006 after demerger and the Northern Province continued to function in this compound with sufficient infrastructure development. The Northern Province office in 2011, decision to move from Eastern offices to in the premises of Zonal Education Office, Jaffna Zone.

During the conflict situation, though there were severe challenges to the field of education in war-torn areas, everything was overcome with courage and the Ministry of Education has provided best solutions for the time being to handle these problems and challenges.

After the resettlement education sector had been accelerated with the various sources of fund, introduction of the Technology Stream, New appointments, Contraction of Technological Laboratories & Technological Faculties and Provision of Midday Meal are the milestone of the education development process.

Previously, the entire education system of Sri Lanka was functioned under a Minister of the Central Government. However, with the implementation of the Provincial Council Act in 1989, the education services were devolved, resulting in the Ministry of Education at the national level and separate ministries of education in the nine provinces.

The Central Ministry of Education plays a major role in development of national education policies and guidelines, training of SLEAS officers, Principals and teachers, Management of national schools, management of the National College of Education, give an appointment to graduates of the National College of Educations, construction and maintenance of Technological Laboratories and Technical Faculties and supply of equipment and chemical to these labs and Management of Teachers Training Colleges etc. Provincial Ministry of Education is totally responsible for the management and effective implementation of education services within the province, development of policies, guidelines and human resource management within the province.

Ministry of Education has also been entrusted with the responsibility of reviewing the progress of the role assigned to all the Departments and affiliated Institutions under the Ministry of Education as well as providing the necessary facilities and to improving the quality thereof.

In the Northern Province, the Provincial Department of Education is under the Ministry of Education, Cultural Affairs, Sports & Youth Affairs. The Provincial Director of Education is the Head of the Provincial Department of Education. There are 13 Zonal Director of Education Offices in five administrative districts. Also, Divisional Education Officers are in-charge for the Divisional Education Offices. There are 35 Divisional Education Offices in the Northern Province.

Administration of the Education Sector of the Northern Province is decentralized to 13 Zonal Education Offices which provide better education services to the respective district. These zonal administrations

facilitate the schools which are under their purview and provide all the physical and human resources and infrastructure and capacity building facilities.

In addition, the Dept. of Sports has been functioning for sports development activities in the Northern Province. Further the Cultural Affairs Unit has been functioning for the Cultural development & promotion in the NP. And the Youth Affairs Unit has been functioning for the youth development activities for the NP school leavers and youth.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

“Creation of new generation with the correct values, knowledge, innovation, discipline, attitudes and skills to meet the challenges existing in the Northern Province”

b) Mission

“Formulating policies to ensure co-ordination and guidance regarding activities relating to Education, Cultural Affairs, Sports & Youth Affairs and ensuring the building of the latent potentials in every Individual and creating a society with a balanced personality in the Northern Province.”

c) Objectives

The Objectives of the Ministry of Education, Cultural Affairs, Sports and Youth Affairs are summarized below.

- To provide Education facilities for all children with school going age and ensure physical, mental, moral, cultural and social growth and development of them.
- To provide them with appropriate Knowledge, Skills and Attitudes expected in life.
- To increase the rate of school enrolment by giving effect to the “Education for All” policy prevailing in Sri Lanka.
- To promote life by educating the school – leavers through programmes of Non-formal Education and other related activities.
- To promote the Moral and Spiritual development of Youths and inculcate in them the values conducive to Communal Amity, Peace and Good Citizenship.
- To promote and preserve the Cultural Heritage of all communities in the Northern Province.
- To give encouragement to youths in the participation of all sports activities this will contribute to their Physical Development and Social behaviour.
- To develop youth’s personality and skills to participate fully in socio- economic development of the country.
- To improve quality and relevance of the vocational and technical training sector for creating a globally employable workforce.
- To enhance opportunities for youth to being a sustainable livelihood by creating an entrepreneurial culture among youth.

1.3. Key Functions

- The Management, Supervision and control of the Provincial Department of Education and the other offices of Education existing in the province.
- Approving the opening of New Schools, change of name of schools and upgrading schools in the province.
- Supervision of all the schools within the Northern Province.
- Construction and Maintenance of all state school buildings and their assets in the Northern Province.
- Registration and supervision of all Pre-Schools existing in the province.
- Recruitment of teachers with Degrees, Diplomas and other recognized teaching Certificates.
- Transfer and Disciplinary control of all Educational Personnel within the Northern Province.
- Implementation of Non-Formal and other special Educational Programmes.

- Monitoring of Pre-Service and In-Service training of teachers, Principals and the other Education Officers.
- Registering and Organizing of Sports Clubs existing within the province.
- Monitoring and supervising the Sports Service.
- Conduct Sports Festivals at Divisional, District and Provincial levels.
- Conduct Coaching Camps and training Programmers.
- Train the Youngsters to appreciate and value the Cultural Traditions of the Northern Province.

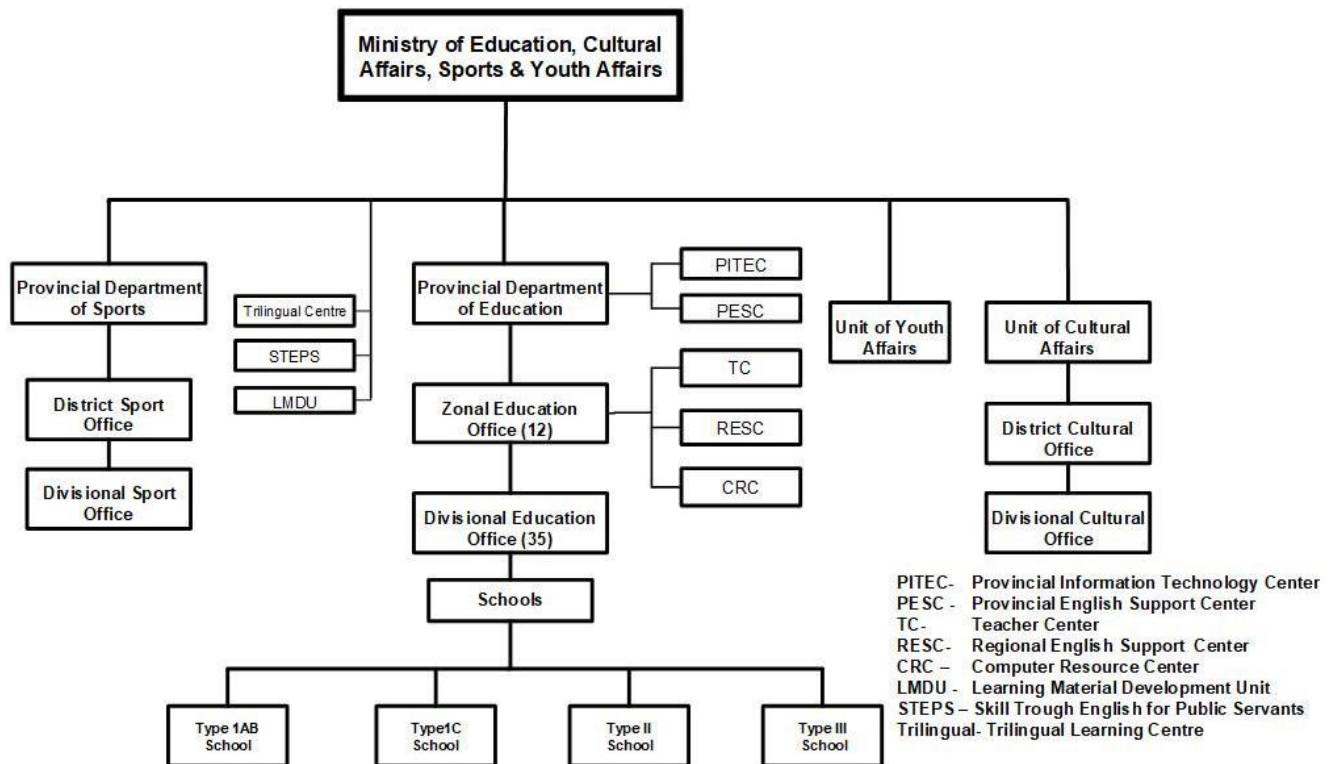
1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

The Provincial Ministry of Education, Cultural Affairs and Sports & Youth Affairs have the following department and units functioning under the purview of this Ministry.

Such are;

- ❖ Provincial Department of Education
- ❖ Provincial Department of Sports
- ❖ Cultural Affairs Unit
- ❖ Youth Affairs Unit



The institutional arrangement of the Ministry of Education, Cultural Affairs and Sports & Youth Affairs, Northern Province as given in below;

Department of Education

The Provincial Director of Education is the Chief Executive for implementing the lime Ministry of Education policies and programmes at the Provincial level. The Provincial Departments of Education divided into 13 Education Zones in five districts and headed by the Zonal Directors. This zonal administration facilitates the schools which are under their purview and provide all the physical and human resources and infrastructure and capacity building facilities.

It is further to divided to 35 Education Divisions and closer monitoring to the school administration monitoring at respective education divisions by Divisional Education Officer.

The school have broadly categorized into two such are National School and Provincial Schools. There are 24 National Schools and 958 Provincial Schools in the Province.

Department of Sports

The Director headed by the Department of Sports in the Northern Province. The Department of sports main objective is to develop skills in field of sports to youth and strengthen the sports clubs in major games and athletics in the province. There are sports officers and coaches attached to district and divisional level for enhance the field of major games and athletics in the Northern Province.

Unit of Cultural Affairs

The Cultural Affairs unit is headed by the Assistant Director. The Cultural Affairs main objective is to preserve and enhance traditional arts, culture activities, religious faith with Sri Lankan identified in the Northern Province. The cultural unit renders a colossal service for the upliftment of the cultural field by formulating and implementing programmes for conservation, promotion and propagation of Literature, Arts and Cultural Affairs with Sri Lankan identity.

The senior Cultural officer attached to each district Secretariat and Coordinate, supervision and facilitate district and divisional for the Cultural activities at district level. The divisional level attached to divisional cultural officer organizing Cultural activities, assist to artists, preserve traditional cultural values and religious faith at division

Unit of Youth Affairs

In order to empower the activities of youth in Northern Province, a separate unit was established and activities are carried out by the Ministry of Education, Cultural affairs, Sports & Youth Affairs.

Aim of Youth Affairs

- Providing information and guidance on higher and vocational education considering the competitive job market.
- Enhancing contribution of youth in development activities through empowering youth clubs.
- Developing knowledge, skill and attitude of youth by trainings.

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

Not available

7. Details of the Foreign Funded Projects (if any) - Not available

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

Activities related to the Sri Lanka Teacher Advisor Service

01.01.2023 – 31.12.2023

No	Service Type	Nos.
01	Related to Temporary Transfer	08
02	Prior Leave approval for Pension	07
03	Pension Approval to Line Ministry	21
04	Foreign Leave Approval	16
05	Cancellation of Foreign Leave	08
06	Adjustment of Foreign Leave	10
07	Released to other services (Sent to line Ministry)	02
08	Suspend to release to other services (Sent to line Ministry)	01
09	Study Leave	02
10	Accident Leave	01
11	Answered to Parliamentary Question	09

Teacher Service Establishment
01.01.2023 – 31.12.2023

No	Service Type	Nos.
01	Teachers Appointment- National College of Education	353
02	Teachers Appointment- B.Ed	06
03	Teacher service grade promotion (no, of letters issued)	1953
04	Confirmation of Service	864
05	Study leave (PGDE, MEd)	130
06	Special leave for Cancer, Accident, fertility & illness	75
07	Course fee re-imbursement for PGDE	98
08	Foreign leave approved- Personal	431
09	5 Years foreign leave approved	99
10	5 Years within the country leave approved	31
11	NP absorption documents of teachers to PPSC, NP	16
12	Retirement Approval	465

All Island Service

No	Service Type	Nos.
01	Confirmation	03
02	Retirement	03
03	Promotion	09

Principal Service Confirmation
01.01.2023 – 31.12.2023

No	Service Type	Nos.
01	Documents sent for Promotion to the line Ministry	148
02	Documents sent for Confirmation of the Post to the line Ministry	31
03	Documents sent for Pension Approval to the line Ministry	58
04	Documents sent for Super number cadre Promotion to the line Ministry	40
05	Documents sent for Super number cadre Confirmation of the Post to the line Ministry	28
06	Documents sent for Super number cadre Pension Approval to the line Ministry	16
07	New Appointments	339
08	Transfers	14
09	Principal appointments through Interview (1AB,1C)	48
10	Principal appointments through Interview (II, III)	79
11	Sent to related to the service training in Locally	06
12	Foreign Leave approved	43
13	Documents sent to line ministry for Release from Principal Service	01
14	Sent to Documents According to the Principal Service Minutes to line Ministry	04
15	Sent documents to line Ministry for E.B. exemption	10

Reinstate to the Service in 2023 - 17
Actions taken under Right to Information Act

Total Request	-	93
Replied	-	80
Rejected	-	13
RTI Appeal received	-	13
RTI Commission Hearing	-	01

Land Related Matters in 2023

Divesting	-	04
Land Issues Solved	-	04
Acquisition Process	-	01

Complaints in 2023

Received Complaints	-	55
Preliminary Inquiries	-	08
Formal Inquiry	-	01

Activities related Secondary Level Staff (Dos, MSOs & Others) in 2023

No	Service Type	Nos.
01	Confirmation	33
02	Promotion	42
03	EB Exemption	54
04	Interprovincial transfer	09
05	Pension Approval	06
06	05 years no pay leave	35
07	Temporary attachment	35
08	Trainee attached	30
09	Transfer	35

Activities related Primary Level Staff in 2023

No	Service Type	Nos.
01	Confirmation	21
02	Promotion	161
03	Pension Approval	16
04	05 years no pay leave	08
05	Temporary attachment	06
06	Transfer	07

2. Challenges

- ❖ Increased Drug Consumption. Most of the Human resources are living in the Jaffna District. Therefore, they would not like to serve other districts due to the economic crises and other living conditions.
- ❖ There are 111 Vacancies for the SLEAS Officer. As a result, there is a need to strengthen the Education Administration work and Facilities for testing and evaluation work. The appointing authority for the SLEAS is the Education Service Committee of the Public Service Commission.
- ❖ There are 85 Vacancies for the SLPS. The vacancies need to be filled so as to ensure the proper management of the schools. The appointing authority for the SLPS is the Education Service Committee of the Public Service Commission.
- ❖ Mobility of Vehicle facilities for the Zonal Education Office has the key responsibilities for school visits in order to ensure the school management, teaching & learning and extra curriculum activities. Therefore, vehicles should be provided for ZEO to facilitate the school visits.
- ❖ Northern Province has a shortage of qualified and experienced teachers in subject wise, largely because of issues with training, recruitment, and deployment. We should upgrade pre-service teacher training programs, both in terms of subject and pedagogical knowledge. It is also essential to conduct systematic teacher recruitment, and improve the allocation of teachers so that schools in disadvantaged parts of the province can benefit from having good teachers.
- ❖ Early childhood education continues to remain an informal and Adhoc branch of education with no policy towards accreditation of service providers. It lacks an active and robust involvement of the Ministry of Education in monitoring quality, standards, the type of education, facilities available, prevailing hygienic conditions, child protection, services in place, and professionalism of teachers.
- ❖ Poor nutritional conditions among the school children, particularly due to increasing economic hardships experienced by the low income and lower middle-class families.

- ❖ School teachers in general are also handicapped by not having opportunities to update their subject knowledge, or acquire new skills. As a consequence, they fail to inspire students for creativity.
- ❖ The involvement of private sector to provide parallel education opportunities has led to many distortions and negative outcomes about the goals and benefits of education. Rising cost of education caused by the entry of an un-governed tuition industry has severely undermined the very idea of free education.
- ❖ The unchecked proliferation of profit-seeking private educational institutions, without any regulatory framework in place, has led to new disparities in the access to and benefits from the private sector-led education. At present, there are no mechanisms to ensure quality and standards of education and training provided as well as assessments and examinations conducted by these institutions. Thus, they have the potential to undermine the social mission of education as a civilizational resource.
- ❖ In the vastly Provincial schools have functioning with inadequate infrastructure facilities. Such as
 - Shortages of School Furniture & Classroom Infrastructure
 - Insufficient Sanitary Facilities for Schools
 - Not enough Teachers Quarters
 - Insufficient Laboratory Facilities
 - Inadequate Technological Laboratory Facilities (A/L Stream)
 - Internal Roads for student easy accessibility
 - Restructure of Zonal Education office boundary
 - Valikamam Zone 176 Sq.Km – 154 Schools – 4 Divisional Education office
 - Vavuniya South Zone 775 sq. Km -97 schools-3 Divisional Education office
- ❖ In the Province, shortage of graded contractors to conduct school development activities in certain period.

2.1. Future Goals

- ❖ Clustering Schools to ensure the maximum utilization of Teachers Human Resource.
- ❖ Develop local area network with localized server system for Mail tracking system software and other innovative office management support software.
- ❖ Teacher Promotion activities by using software. Teacher Promotions have been providing in terms of the Promotion scheme in the Service Minutes. There are 7 grades and they are 3 - II, 3 - I (C), 3 - I (B), 3 - I (A), 2 - II, 2 - I and I.
- ❖ Develop Vehicle Management Information systems.
- ❖ Developing Management Information System for Cadre Management.
- ❖ Dynamic operation room.
- ❖ Digitalization Library.
- ❖ Conducting training need analysis through internal supervision and performance reviews and planning capacity building programme.
- ❖ Extend the support of digital learning centres for all grades and all subjects through LMDU.
- ❖ Conducting risk education with the support of disaster management Centre.
- ❖ With the support of Sri Lanka Police, students are training and involved in traffic control in front of school's entrance during school opening and ending hours.
- ❖ School level environmental clubs' function with the objective of kindling up for nature among children. This programme is conducted with the support of Environmental authority.
- ❖ Interact club motivate children is involved in innovated inventions.
- ❖ Schools have Scouts, Sea Scouts, Guides St' John Ambulance etc. is develop leadership and social service mind among children.
- ❖ Initiation have been taken is establish talent pool by giving coaching in sports activities.

- ❖ Schools are prompted to conduct spiritual activities irrespective of religion variations so as to inculcate good moral habits among children.
 - ❖ Initiations need to be taken habitual do no harass competency among children.
 - ❖ Increase the students' performance in all the general examination by 5%.
 - ❖ Take necessary action to increase the students' survival rate from 90% to 92%.
 - ❖ Develop the schools through the National Policy Framework of the Government
 - ❖ Upgrade and improve pre-service teacher training programs in the province to meet the demand for qualified teachers, both in terms of subject and pedagogical knowledge.
 - ❖ Conduct systematic teacher recruitment, where subject knowledge and training of teachers is taken into consideration when filling vacancies.
 - ❖ Improve teacher allocation by providing sufficient financial and other incentives to attract and retain high-quality teachers in disadvantaged schools. Formally recognizing teaching in difficult schools in the progression of the teaching career path is also important.
 - ❖ Strengthening Career Guidance in Schools: Train and establish a special cadre of school teachers as qualified career guidance counsellors for schools.
 - ❖ Introducing Student Counselling: Make student advising and counselling mandatory in schools. Creative redesigning of senior secondary school education, necessarily requires the provision of student advising and counselling.
3. Reforms of Education: -
- Pre-School Education with policy & frame work
 - Primary Education – Feeder School
 - Health Education (Physical Mental and Spiritual)
 - Secondary School Curriculum Reforms including Examinations
 - Up-grading of the National Colleges of Education to Degree Awarding Institutions
 - 13-year Education Program
 - School Quality based Z-Score for University Admissions
 - Develop a Policy for Private Schools

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance					ACA-F
for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		154,371,656	137,218,889	ACA-3
	Deposits		3,213,369	10,919,357	ACA-4
	Advance Accounts		6,550,928	7,806,059	ACA-5/5(a)
	Other Main ledger Receipts				

	Total Non-Revenue Receipts (B)		164,135,953	155,944,304	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		164,135,953	155,944,304	
	Remittance to the Treasury (D)		2,686,773	2,212,411	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		161,449,180	153,731,893	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	87,769,778	83,349,742	ACA-2(ii)
	Other Goods & Services	6	47,404,828	36,540,367	
	Subsidies, Grants and Transfers	7	13,861,730	17,412,224	
	Interest Payments	8	-		
	Other Recurrent Expenditure	9	517,573	561,924	
	Total Recurrent Expenditure (F)		149,553,910	137,864,257	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10			ACA-2(ii)
	Acquisition of Capital Assets	11	999,600	1,024,080	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
	Other Capital Expenditure	15	4,623,240	1,920,972	
	Total Capital Expenditure (G)		5,622,840	2,945,052	
	Deposit Payments		4,629,174	10,664,475	ACA-4
	Advance Payments		5,322,981	5,209,293	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		9,952,156	15,873,768	
	Total Expenditure I=(F+G+H)		165,128,905	156,683,076	
	Balance as at 31st December J=(E-I)		3,679,724	(2,951,183)	
	Balance as per the Imprest Adjustment Statement		3,679,724	(2,951,183)	
	Imprest Balance as at 31 st December				

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	170,584,110	164,777,592
Financial Assets			
Advance Accounts	ACA-5/5(a)	10,541,660	11,767,607
Cash & Cash Equivalents	ACA-3		
Total Asset		181,125,770	176,545,198
Net Assets / Equity			
Net Worth to Treasury		9,747,491	9,559,632
Property, Plant & Equipment Reserve		170,584,110	164,777,592
Rent and Work Advance Reserve	ACA-5(b)		

Current Liabilities			
Deposits Accounts	ACA-4	794,169	2,209,974
Imprest Balance	ACA-3		
Total Liabilities		181,125,770	176,547,198

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	346,784	870,560
Imprest Received	154,371,656	137,218,889
Recoveries from Advance	1,076,432	1,076,432
432Deposit Received	2,760,747	10,274,530
Total Cash generated from Operations (A)	158,555,620	149,440,411
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	126,862,172	113,025,706
Subsidies & Transfer Payments	13,861,730	17,412,224
Expenditure incurred on behalf of Other Heads	-	18,960
Imprest Settlement to Treasury	2,686,773	2,212,410
Advance Payments	4,999,979	3,750,000
Deposit Payments	4,590,787	10,404,485
Total Cash disbursed for Operations (B)	153,001,440	146,823,785
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	5,554,180	2,616,626
<u>Cash Flows from Investing Activities</u>		
Interest	4,210	15,116
Dividends		
Divestiture Proceeds & Sale of Physical Assets	64,450	83,320
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	68,660	98,436
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	5,622,840	2,715,062
Total Cash disbursed for Investing Activities (E)	5,622,840	2,715,062
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(5,554,180)	(2,616,626)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		
<u>Cash Flows from Financing Activities</u>		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings		

Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

Expected expenditure were not incurred due to the unstable situation of country economic. And also, we could not receive imprest for the allocation on time.

3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	185,641,000	172,992,000	149,553,910	86.45%
Capital	12,000,000	12,000,000	5,622,840	45.85%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2022	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
61112	Non-Residential Building	71,361,007.62	71,361,007.62		
6112	Machinery and Equipment	93,416,584.15	99,223,101.90		
61121	Transport Equipment	47,580,000.00	41,314,000.00		
61122	Other machinery and equipment	45,836,584.15	57,909,101.90		

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
01	Better service delivery	☐		
02	Improved work quality	☐		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% -74%	75% - 100%
1	4 - Ensure inclusive and equitable quality education and promote	4.1	4.1.1			✓
2		4.2	4.2.1			✓
3		4.2	4.2.2			✓
4		4.6	4.6.1			✓

5	lifelong learning	4.7	4.7.1			✓
6	opportunities for all	4.a	4.a.1			✓
7		4.b	4.b.1			✓
8		4.c	4.c.1			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	09	06	03
2	Territory	01	01	-
3	Secondary	38	51	(-13)
4	Primary	15	09	06

6.2 Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- In Senior level 01 SLAS Special grade, 01 Assistant Director of Planning (SLPS) & Assistant Secretary (SLAS II/III) cadre was shortage, this is affected the performance of the institute in administrative, planning & monitoring activities.
- Seventeen Development officer cadre was excess in the institute, this cadre was essential to the institute but not received MSD approval for that.
- Four Management Service Officer cadre was shortage, that is affected administrative activities of the Ministry.
- In primary level 06 nos. PKS and driver cadre were shortage, this is affected the usual activity of the Ministry.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output Knowledge Gained* /
				Local	Foreign		
1	Workshop on Gender Norms and Gender Budgeting for Senior Decision-Making Staff	1	2 Days	✓		Local	Knowledge Gained
2	Consultative Workshop on Juvenile Delinquency	3	1 Day	✓		Local	Knowledge Gained
3	Awareness Workshop for Junior Executive - Family Work Balance & Parental Awareness	1	1 Day	✓		Local	Knowledge Gained
5	Introduction to Project Management - MDTU	3	4 Days	✓		Local	Knowledge Gained
6	Benefits and Privileges of Public Officers	3	2 Days	✓		Local	Knowledge Gained
7	Salary Conversion	4	6 Days	✓		Local	Knowledge Gained
8	Establishment Code I,II & Procedural Rules	5	4 Days	✓		Local	Knowledge Gained
9	Office System and Procedure	1	1 Day	✓		Local	Knowledge Gained

10	Training on Productivity Concept	1	1 Day	✓		Local	Knowledge Gained
11	Training on Salary Conversion	2	3 Days	✓		Local	Knowledge Gained
12	Training on Maintenance of Personal File	9	2 Days	✓		Local	Knowledge Gained
13	Advanced Techniques in MS-Word & Excel	2	6 Days	✓		Local	Knowledge Gained
14	Training on Green Productivity	1	1 Day	✓		Local	Knowledge Gained

*** Briefly state how the training program contributed to the performance of the institution**

- ❖ 36 nos. officers were received training on the administrative level & subjects related in locally by Related Training Institute Specially the Management Development Training Institute of the Northern Province, these training was improved their administrative level capacity and job-related skills and efficiency of work.
- ❖ Specially those officers are related to the administrative activities subject gained full knowledge in that sector.
- ❖ Investment for those training met by the Management Development Training Institute of the Northern Province

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		



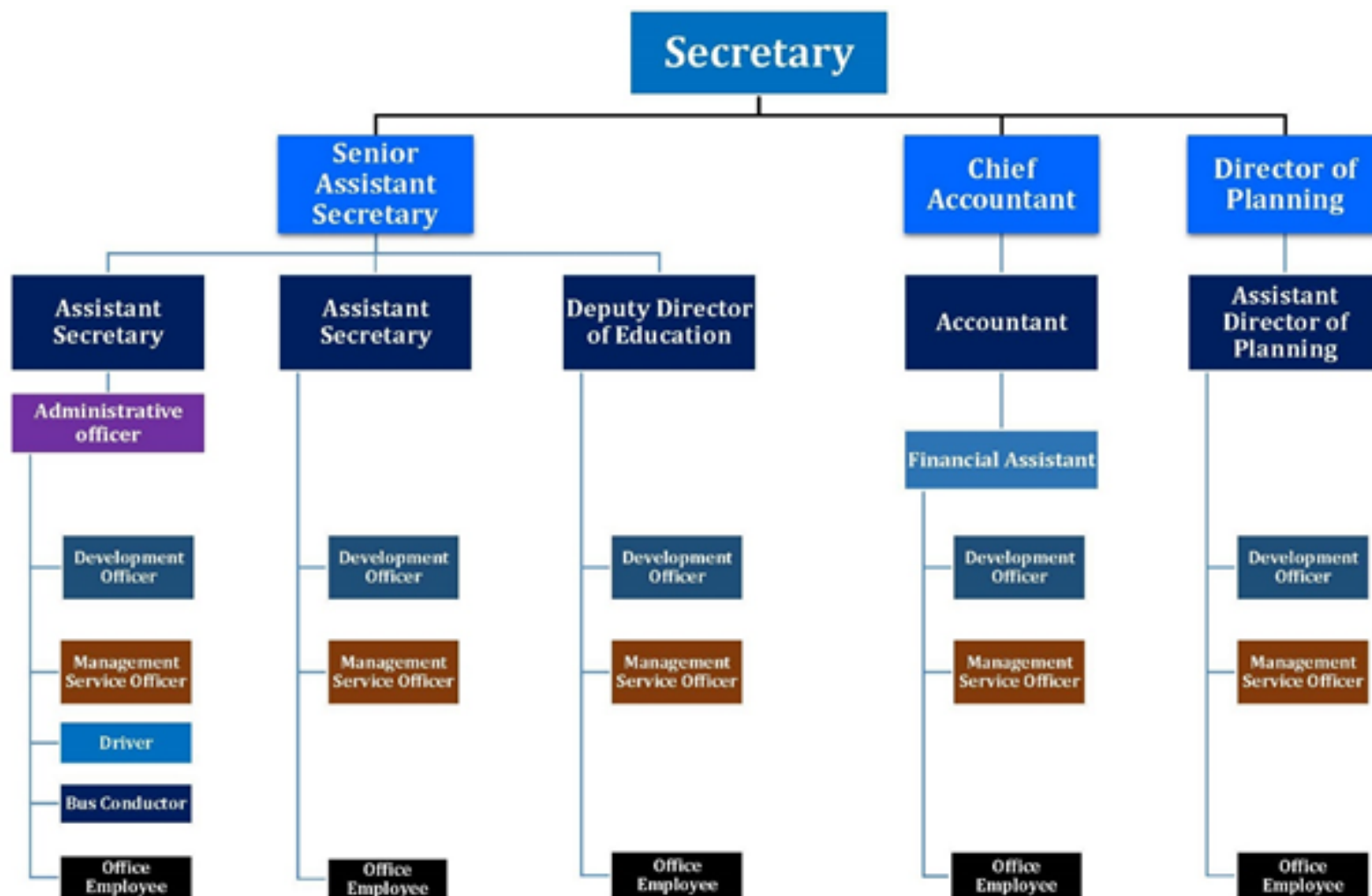
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Not Applicable		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		

9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Not Applicable		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Not Applicable		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Applicable		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		



19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforementioned Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity-building programs, and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

6.1 Annexure I – Organization Chart



MINISTRY OF EDUCATION

6.2 Department of Education, Northern Province

Expenditure Head No: 460

Chapter 01 - Institutional Profile / Executive Summary

1.1 Introduction

Education is considered as the foundation for social, cultural, spiritual and economic development of Northern Province. Northern Province embraces the national policy framework developed by the Ministry of education, Isurupaya. Education being the right of every child, all children in Northern Province, irrespective of their race, religion, social status, and physical defects have equal access to Education. The age limit of compulsory education will be from 14 years to 16 years and that means the compulsory education period will be 5-16 years (grade 1 to grade 11). To protect children from dropping out from schools the Department will launch a programme to identify out-of-school children and get them back to the formal education and also to provide additional support to children who are at risk of dropping out. 13 years' mandatory education policy benefiting all children after the GCE O/L and enabling the participation in the learning process including those children who have not achieved higher academic performance. Every child enrolled in School Education System is entitled to obtain quality education through Student centred activity-based learning culture. In physical and human resource allocation, all institutions fit in school education system of Northern Province are treated in a rationally equitable basis.

The fundamental consideration of the school education system is ensuring equitable access to quality education for all. In this background the policy directions for the general education sector have been provided by the Education Ordinance No. 31 of 1939 and amendments, 13th Amendment to the Constitution, it directs that the future education system will therefore be characterized by the following features.

- ❖ All children complete their primary and secondary education successfully without being vulnerable as a result of their socio-economic background, gender or ethnicity.
- ❖ Education services are designed around the needs of each child with the expectation that all learners achieve high standards.
- ❖ All children and young people leave the school with functional skills in English and mathematics, understanding of how to learn, think creatively, take risks and handle change.
- ❖ Teachers use their skills and knowledge to engage children and young people as partners in learning, acting quickly to adjust their teaching in response to pupils' learning.
- ❖ Educational applications of rapidly advancing technology are regularly updated and optimally used in the teaching and learning process.

1.2 Vision, Mission, Objectives of the Institution

(a) Vision

"Excellence in Education to enable all children to face any challenges successfully"

(b) Mission

"Facilitate the students to generate knowledge Base Society with standard life styles."

(c) Objectives

➤ Thrust area 1:

Strengthen equity in education: equitable learning opportunities for all children

- ❖ Ensure equity in education through the implementation of 13 years' mandatory education policy
- ❖ Ensure that all children complete 13 years' mandatory education with a choice between academic and vocational streams at upper-secondary level
- ❖ Enrich school learning environment
- ❖ Ensure horizontal and vertical equity in resourcing education
- ❖ Improve internal efficiency of school education system.

➤ Thrust area 2:

Improve quality of general education.

- ❖ Reach international standards levels of quality of education
- ❖ Upgrade and diversify curriculum according to international standards
- ❖ Improve the quality of primary and secondary education
- ❖ Improve transversal skills and socio-emotional skills of students
- ❖ Improve the professional quality of teachers
- ❖ Upgrade NCoEs as degree awarding institutions
- ❖ Develop all TCs and provide required facilities for all TCs
- ❖ Improve content quality of textbook and introduce e-textbooks
- ❖ Maintain the standards of national examinations

➤ Thrust area 3:

Strengthen stewardship and service delivery of general Education.

- ❖ Develop decision-making powers and authorities to schools in order to improve the quality of education and to improve the learning outcomes of students
- ❖ Improve the cost-efficiency of education
- ❖ Improve the accountability and transparency in school levels
- ❖ Promote community participation in school development
- ❖ Streamline school level management
- ❖ Strengthen education governance at national, provincial and zonal levels
- ❖ Improve the efficiency of education
- ❖ Improve the accountability and transparency
- ❖ Provide better services for education stakeholders and clients
- ❖ Improve the beneficiaries' satisfactions
- ❖ Provide opportunities for further education and professional development of education staff

➤ Thrust area 4:

Enhance evidence-based education policy-making and planning.

- ❖ Strengthen education evidence-based policy-making and planning at national, provincial and zonal level
- ❖ Improve and promote a planning culture in the system of education in Sri Lanka
- ❖ Establish an evidence-based policy-making and planning culture in the system of education
- ❖ Identify KPIs for each education development programmes.
- ❖ Enhance economic efficiency and equity of resource allocation
- ❖ Improve efficacy of external resources
- ❖ Employ technically competent staff for education planning
- ❖ Link education sector development rolling plan to policy on education planning
- ❖ Make awareness on education achievements

1.3 Key Functions

Responsibility of Educational Administration Unit

The Administration Unit deals with following major administrative areas. They are

- ❖ Confirmation – National Schools.
- ❖ Teacher Absorption, Teacher Promotion
- ❖ Teacher Transfer, Principal Transfer.
- ❖ Retirements
- ❖ Foreign Leave, study leave, Special Release
- ❖ Re-instatement
- ❖ Allowance for additional Language
- ❖ Complaints

- ❖ Issue of Permanent and Pensionable Appointment letters – National Schools.
- ❖ Priority leaves to retirement
- ❖ compensations
- ❖ vacation of Post and Resignation
- ❖ National Examination Coordination Works.

Responsibility of General Administration Unit

The General Administration Unit deals with following major administrative areas.

- ❖ Vehicle and office equipment maintenance
- ❖ SLEAS, SLAcS , SLEngS Establishment Work
- ❖ Private Schools Establishment Work
- ❖ MA, DO,
- ❖ Claim
- ❖ Vehicle and office equipment maintenance
- ❖ Service & Supplies (Telephone, Water, Electricity)
- ❖ Agrahara Insurance
- ❖ Loan and compensation
- ❖ Over time / Holiday payment / travelling claim

Responsibility of Education Development Unit

The Education Development Unit plays the key role in the development of quality in Education. The curriculum implementation is carried out by the subject ADEE. They are also assigned local and foreign funded projects. The Education Development Unit focuses on,

- ❖ Primary Education
- ❖ Secondary Education & Collegiate Education
- ❖ Quality Assurance and Professional Development
- ❖ Internal & External Evaluation through Standard Based Quality Management (SBQM)
- ❖ Competition and motivation programme
- ❖ Peace and social cohesion programme
- ❖ Psychosocial intervention and Counselling programme
- ❖ Disaster and Risk management programme
- ❖ Research and Evaluation
- ❖ Local & Foreign funded projects.
- ❖ Mid-day meals

The Key Activities of the Education Development Unit

- ❖ Contribution to Prepare consolidated plan & AIP
- ❖ Implementation of AIP
- ❖ Development of SBQM in schools
- ❖ Implementation of Curriculum
- ❖ Development of Co-Curricular Activities
- ❖ Enhancing Compulsory Education
- ❖ Enhancing School Feeding Programme
- ❖ Development of IT
- ❖ Enhancing English medium Education
- ❖ Boosting Special Education Programme
- ❖ Strengthening Adult-Education Programme
- ❖ Development of Personality
- ❖ Motivation of Creativity
- ❖ Conducting and coordinating common exams
- ❖ Analysing Exam results

- ❖ Strengthening psychosocial, counselling and carrier guidance Programmes
- ❖ Implementing Remedial Education Catch up Programme.
- ❖ Ensuring Social Cohesion through Peace Education.
- ❖ Introducing Disaster and Risk Management
- ❖ Conducting Special English Programme for non-English Teachers & School leavers
- ❖ Enhancing Second Language Education
- ❖ Implementing Kaizen Activities in Schools
- ❖ Monitoring and reviewing projects
- ❖ Conducting Educational Researches
- ❖ Monitoring Teacher centre, CRC, field study centre and RESC Activities
- ❖ Conducting Sectoral meetings
- ❖ Conducting Provincial committee meetings

Responsibility of Planning and Research Unit

The main function of this unit is to assist the development operation, by collecting and processing raw data, disseminating information at all levels and planning ESDFP activities.

The planning unit is responsible for the following activities

- ❖ Preparing 5 year Rolling plan.
- ❖ Preparing Annual Implementation Plan.
- ❖ Providing Guidance to prepare School Census.
- ❖ Monitoring ESDFP Activities
- ❖ Conducting steering committee meetings
- ❖ Updating general Information system and Data base
- ❖ Revising of cadre and census annually
- ❖ Analysing Exam results & keeping records
- ❖ Creating and boosting WEB based operating systems
- ❖ Coordinating NGO activities
- ❖ Updating school structure
- ❖ Revising difficult area school list
- ❖ Conducting research work
- ❖ Preparing HRD plan
- ❖ Preparing activity hand book
- ❖ Conducting Sectoral review meeting
- ❖ Conducting project review meeting
- ❖ Preparing Administration and Statistical Reports
- ❖ Carrying out Need Analysis
- ❖ Publishing News letter

Responsibility of Finance Unit

Finance unit plays a major role in handling the allocation of fund on the higher order processes for Education development activities. Activities of Finance Unit are

- ❖ Preparation of Budget
- ❖ Preparation of Financial statement
- ❖ Provision Management
- ❖ Cash management
- ❖ Procurement Activities
- ❖ Stores Management & Inventory Management
- ❖ Book keeping of Loan
- ❖ Reporting to relevant authorities
- ❖ Responding to Audit Query

National Policy Priorities Strategies

National Policy Priorities	Strategies
Implementation of 13-year mandatory education policy	❖ Improving learning facilities in all schools for inclusive and equitable quality education with special reference to implementing the 13 years mandatory education policy
Improving equitable access to and participation for primary and secondary education	❖ Strengthening special education, inclusive education and non-formal education
Ensuring safe and attractive learning environment in Schools	❖ Providing basic facilities and higher-order learning spaces to schools ❖ Providing safe and attractive learning environment in schools ❖ Disaster management
Implementation of systematic career guidance and counselling programme	❖ Implementation of CG&C program
Improvement of science, technology and mathematics and English education for improving skilled human capital	❖ Improvement of mathematics education for improving skilled human capital ❖ Improvement of science education English Language learning enhancement programme ❖ Development of technology and technical education
Broader approach to education focusing on improving transversal skills, socio-emotional skills, value education and ethics	❖ Improvement of primary education ❖ Development of languages education and humanities ❖ Development of bilingual education ❖ Promoting religious education, value education and ethics ❖ Development of environment education and agriculture education ❖ Development of commerce, business studies and accounting education
Strengthening the empowerment of schools through the implementation of SBM/EPSSI	Strengthening SBM/EPSSI
Enhancing evidence-based policy-making and planning, research and result-based monitoring and evaluative (RBME)	Strengthening policy-making and planning, education research and RBME

Identified Strategies for the Development of the Sector
Thrust area 1: Strengthen equity in education: equitable learning opportunities for all Children

- ❖ Improving learning facilities in all schools for inclusive and equitable quality education with special reference to implementing the 13-year mandatory education policy.
- ❖ Diversifying and reforming the national curriculum with special reference to implementing the 13-year mandatory education policy.
- ❖ Increasing access to education through the expansion of national schools.
- ❖ Strengthening special education (SE), inclusive education and non-formal education (NFE)
- ❖ Development of Pirivena Education
- ❖ Development of schools in the plantation sector and Tamil medium schools
- ❖ Strengthening education welfare programmes.
- ❖ Providing basic facilities and higher-order learning spaces to schools (including implementation of the NSBS project).
- ❖ Providing safe and attractive learning environment in schools.
- ❖ Disaster management.
- ❖ Implementation of school-based health and nutrition programmes.
- ❖ Implementation of systematic CG&C programmes.

Thrust area 2: Improve quality of general education

- ❖ Diversification and modernization of national curriculum.
- ❖ Restructuring of NIE
- ❖ Improvement of mathematics education for improving skilled human capital (including mathematics learning enhancement programme).

- ❖ Improvement of science education for improving skilled human capital.
- ❖ Improvement of English education: English language learning enhancement (ELLE) programme.
- ❖ Development of technology and technical education.
- ❖ Revising curriculum in line with broader approach to education, focusing on improving transversal skills, socio-emotional skills, value education and ethics.
- ❖ Improvement of primary education
- ❖ Development of languages education and humanities (first languages, 2NLs, civic education and social studies).
- ❖ Development of bilingual education.
- ❖ Promoting religious education, value education and ethics.
- ❖ Development of environment education and agriculture education.
- ❖ Development of commerce, business studies and accounting education.
- ❖ Improving the quality of textbooks.

Thrust area 3: Strengthen stewardship and service delivery of general education

- ❖ Strengthening SBM/EPPI.
- ❖ Decentralizing school financing system.
- ❖ Strengthen the school supervision service/inspectorate and establishment of national system for school quality assurance.
- ❖ Strengthening education administration and management at national, provincials, and zonal levels.
- ❖ Implementation of long-term professional degree programmes and capacity building programmes.

Thrust area 4: Enhance evidence-based education policy-making and planning

- ❖ Strengthening education policy-making and planning, education research and RBME.
- ❖ Creation of public awareness programmes on educational achievements.
- ❖ Establishment of sectoral and sub-sectoral linkages.

1.5 Departments under the Ministry / Main Divisions of the Department

The Provincial Department of Education is the agency implementing Policies formulated by the Line Ministry, NIE, and the Provincial Ministry of Education. This department is subdivided into five main Units to function effectively and efficiently.

They are:

1. Administration unit
2. General Administration Unit.
3. Education Development unit
4. Planning and Research Unit.
5. Finance Unit
6. School Works Unit

The Provincial Education Department of Northern Province has 12 Zonal Education offices and 34 divisions under the respective Zones. They are given below

District	Zone	Division
Jaffna	Jaffna	Jaffna
		Nallur
		Kopay
	Valikamam	Chankanai
		Sandilipay
		Thepillipalai
		Uduvil
	Vadamaradchy	Point Pedro
		Karaveddy
		Maruthankerny
	Thenmaradchy	Chavakachcheri

	Island	Delft
		Velanai
		Kayts
		Karainagar
Kilinochchi	Kilinochchi South	Karachchi
		Poonagary
	Kilinochchi North	Kandawalai
		Palai
Mullaithivu	Mullaithivu	Maritime Pattu
		Puthukudiyirrupu
		Welioya
	Thunukkai	Thunukkai
		Manthai East
		Oddusuddan
Mannar	Mannar	Mannar Town
		Nanaddan
		Musali
	Madhu	Madhu
Vavuniya	Vavuniya North	Manthai West
		Omanthai
	Vavuniya South	Nedunkerny
		Vavuniya South (Tamil)
		Cheddikulam
		Vavuniya South (Sinhala)

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

Department of Education

Core Responsibility	Major Tasks Planned as per Annual Action Plan	KPIs as indicated in Annual Action Plan	Annual Estimated Cost (LKR Mn.) (If relevant)	Progress		Reasons if any Deviation
				Physical (Quantifiable)%	Financial %	
a) Access and quality development of Primary Education	a) Ensure full and continuous participation of children in the age 5-10 in Primary education	Participation rate in Primary Education 100%				
b) Improvement of Quality, relevance and effectiveness of secondary Education	b) Provide satisfactory physical facilities and child-friendly learning environments that improve psychosocial well-being and fulfil equal rights to educational opportunity	Sanitation facilities 75% schools Electricity facilities 95% of schools Classroom facilities				
c) Inclusive education of disadvantaged child	c) Ensure that 100% of the children completing primary education attain mastery of essential learning competencies	High order facilities ELC achieved 83%	Provincial Ministry R-17749.81	Physical- 95%	Financial-95%	
d) Promotion of value Education	d) Ensure teacher professionalism e) Ensure full participation of secondary Education f) improve the quality of secondary Education	Above 70 Marks in Grade 5 Scholarship 71.27% GCE O/L Pass 73.06% GCE A/L Pass rate	C-806.23 Central Ministry R-2398.23			

e) educational development in Conflict-affected areas	g) Enhance the essential physical and human resources in school's when implementing curriculum change h) Improve school-based assessment i) Evaluate and introduce remedial teaching here necessary j) Provide career guidance and counselling k) Preparation for youth and world of work	68.09% Teacher recruitment & capacity training programme Internal & external evaluated schools 13 years Education programme implemented schools	C-102.67		

NSBS

Core Responsibility	Major Tasks Planned as per Annual Action Plan	KPIs as indicated in Annual Action Plan	Annual Estimated Cost (LKR Mn.) (If relevant)	Progress		Reasons if any Deviation
				Physical (Quantifiable)%	Financial	
a. Increase equitable access to primary and secondary b. Improve the quality of primary and secondary education	a) Providing of basic facilities b) Providing high order process	Constructed primary learning resource center Classrooms building Principals quarters Teachers' quarters Secondary laboratory	574.586 Mn	65%	13%	Allocation for 2024 507.609Mn

GEM World Bank fund

Core Responsibility	Major Tasks Planned as per Annual Action Plan	KPIs as indicated in Annual Action Plan	Annual Estimated Cost (LKR Mn.) (If relevant)	Progress		Reasons if any Deviation
				Physical (Quantifiable) %	Financial %	
a. Enhancing quality and strengthening stewardship of primary and secondary education	a). Teacher development b). System level quality assessment c). Enhanced programme for school improvement d). Strengthening education leadership and management e). Promoting social equity and inclusion through education	1. Improve English Language learning outcomes 2. Improving Mathematics learning 3. School Based Professional Teacher Development (SBPTD) 4. Strengthening Inclusive Education 5. Enhanced Programme for School Improvement (EPSI) 6. System Level Quality Assurance	440Mn	80%	85%	

PSDG fund

Core Responsibility	Major Tasks Planned as per Annual Action Plan	KPIs as indicated in Annual Action Plan	Annual Estimated Cost (LKR Mn.) (If relevant)	Progress		Reasons if any Deviation
				Physical (Quantifiable)%	Financial %	
a. Strengthen equity in education learning opportunities for all Children	1.2 Improving access to and participation for primary and secondary education	Percentage of Students Survival Rates				
b. Improve quality of general education	2.1 Development of science, technology and mathematics, English and Sport education for improving skilled healthy human capital	Percentage of Maths, English & Technical Subjects				
c. Strengthen stewardship and service delivery of general education	2.3 Teacher development, teacher education and teacher management	No of Trained Teachers				
	2. Improving assessment and evaluation systems	Percentage of school Performance				
	3.1 Strengthening the empowerment of school through the implementation of SBM / EPSI	No of Zonal Education office Constructed	344.35 Mn	75%	70%	Expenditure as at 31.12.2023 (244.7 Mn) Bills in Hand – (12 Mn)

Consolidated fund (Soft Programme)
1.7 Details of the Foreign-Funded Projects (if any)
Indian Assistance
The objectives are

The government of India has agreed to undertake the renovation of 27 schools in the Northern Province of Sri Lanka under Small Development Project Assistance. The Project includes the improvement of facilities in the classrooms, science and computer laboratories teachers' quarters, etc. in the selected schools in 5 districts in the Northern Province

Objective:

With the improved infrastructure facilities, students of the schools will be able to give their maximum output.

Project Details

- a) Name of the Project - Indian Assistance
- b) Donor Agency - Indian Government
- c) Estimated Cost of the Project - 280.31 Mn
- d) Project Duration - 1 Year

Core Responsibility	Major Tasks Planned as per Annual Action Plan	KPIs as indicated in Annual Action Plan	Annual Estimated Cost (LKR Mn.) (If relevant)	Progress		Reasons if any Deviation
				Physical (Quantifiable)%	Financial %	

a) Equitable learning opportunities for all children b). Improve quality of general education	Improved infrastructure facilities, students of the schools will be able to give their maximum output	Constructed 27 School building	178.56 Mn	23 School building completed out of 27	04 Schools not completed (Balance works estimates 91.47 Mn sent to high commission of India Colombo (2023.11.29)

Chapter 02 - Progress and the Future Outlook

Special Achievement, Challenges and Future Goals
(CAO/AO/Head of Institution)

Northern Province functions with 982 Schools and nearly 233,416 Students population in its administration. There are 13 Zones and 35 Divisional Offices in the Capacity. The Number of Teachers working in provincial schools is totally 15,930.

Draft established School Board & School Cluster proposals has been submitted to MOE under education administration reforms concept. There are 57 School Boards and 125 School clusters in the province.

According to our Educational Reports and Statistics, after the year 2009, Progress and Pass percentage has been raised in Grade 05 Scholarship, GCE (O/L) Exam and in GCE (A/L) Exam.

Totally, the pass percentage has raised in our Province in various examinations. Our students of schools in our Province have proved their talents and effectiveness, in the Co-curricular activities held in various levels.

Scholarship Examination conducted in 2023, 71.27% of our students has got their marks above 70.

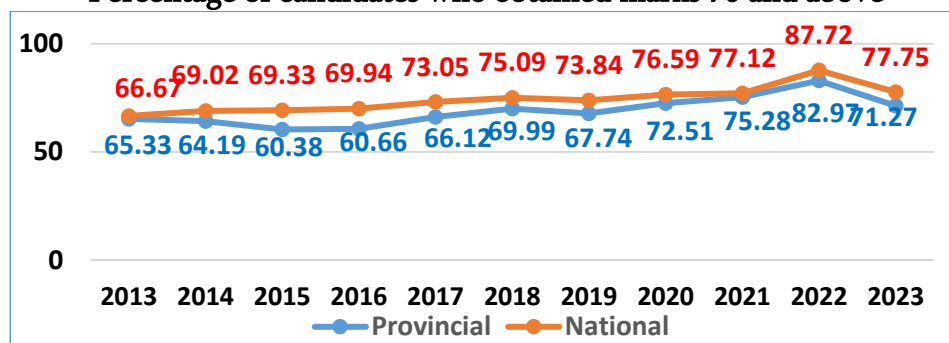
The pass percentage at the GCE (A/L) Examination in 2022 is 68.09 percentage. Particularly in GCE (A/L) Exam conducted in 2023, Students have achieved the best results and 406 Students have got 3As in their relevant subjects at the Examinations, Nos of 3As have been raised by 19.99 percentage. And also, Northern Province has achieved the Second level of best result in Island wise.

Further our Province students have achieved in National Level Sports, specially we won 9 Gold Medals, 25 Silver Medals, 26 Bronze Medals at All Island Schools Competition in 2023. It is a great honour to our Province this time. Hence, I would like to notify, we did some special arrangements to challenge Economic crisis, some activities are online classes, online exams, uploaded learning material in our website issuing exam papers for students. Which were helping the students to study at their home.

The above reports have indicated that we are in progress in our Education. We definitely hope that, we shall achieve many more in the field of Education and steadily forward in getting progress in the future also.

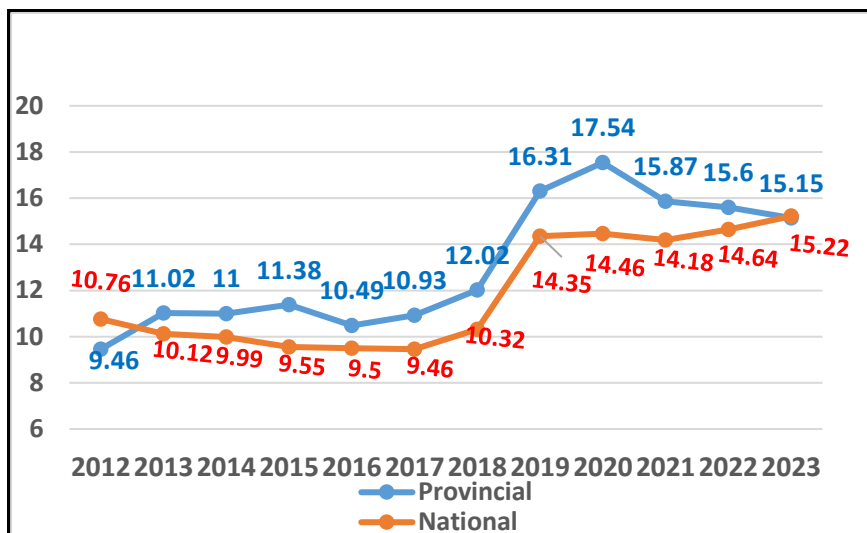
Grade 5 Scholarship Examinations 2013-2023

Percentage of candidates who obtained marks 70 and above

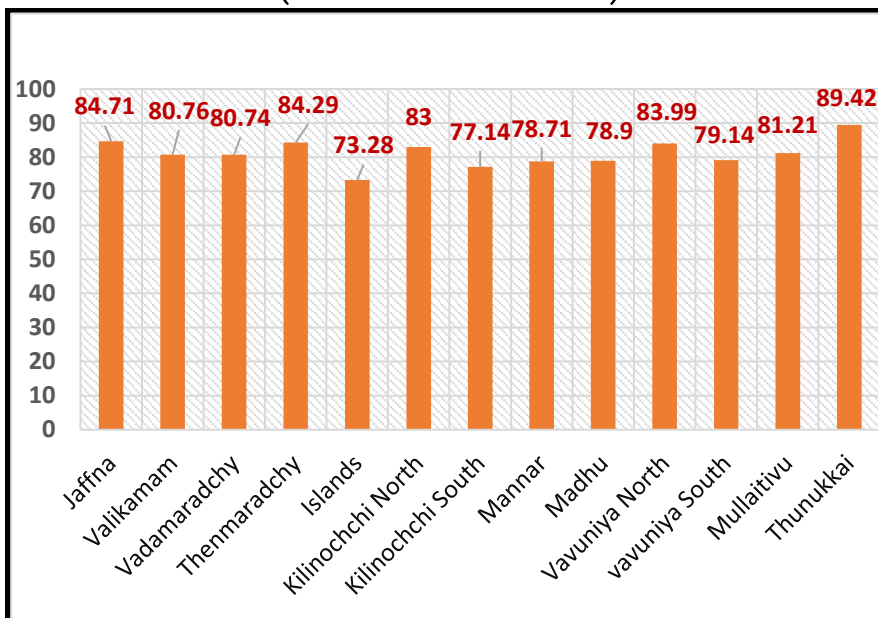


Grade 5 Scholarship Examinations 2012-2023

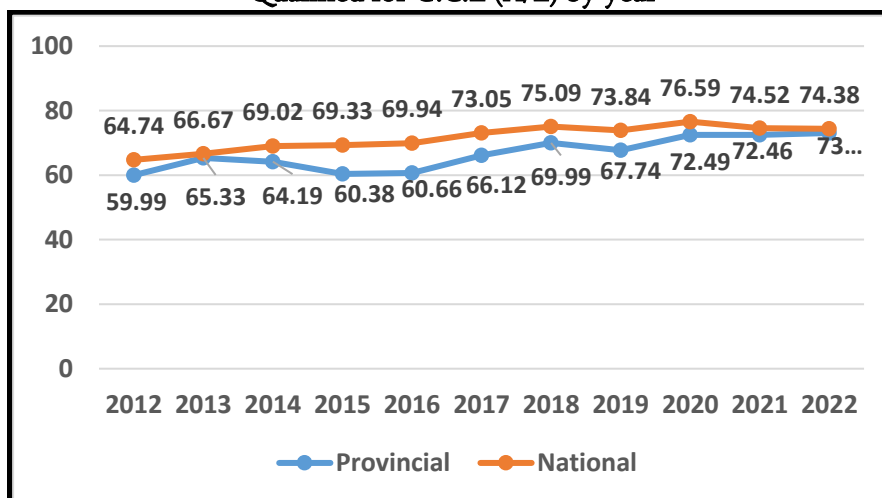
Percentage distribution of candidates who obtained marks Above cut off



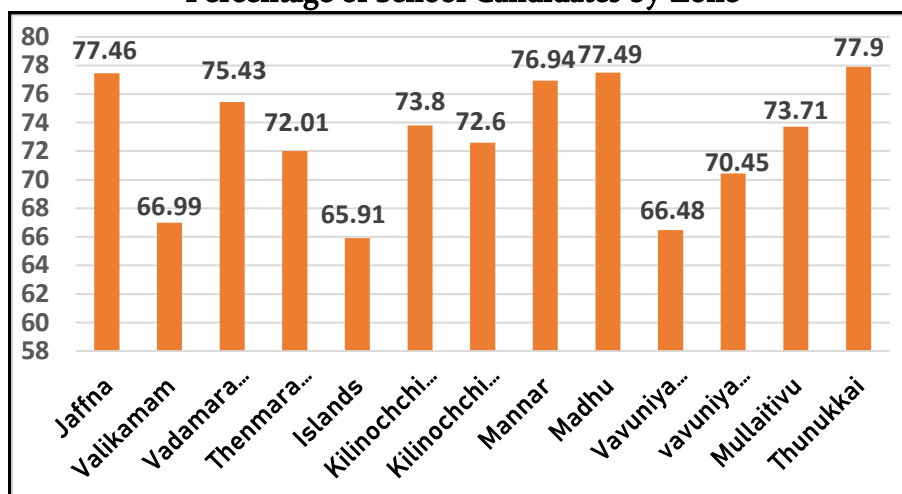
Grade 5 Scholarship – 2023
(Above 70 Marks Vs Zones)



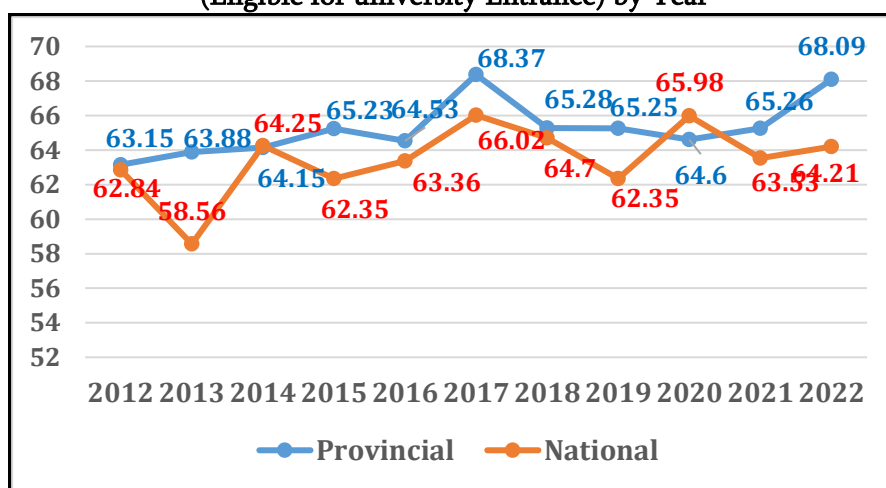
G.C.E (O/L) Examinations 2012 – 2022
Percentage of School Candidates
Qualified for G.C.E (A/L) by year



G.C.E (O/L) Examinations 2022 Percentage of School Candidates by Zone

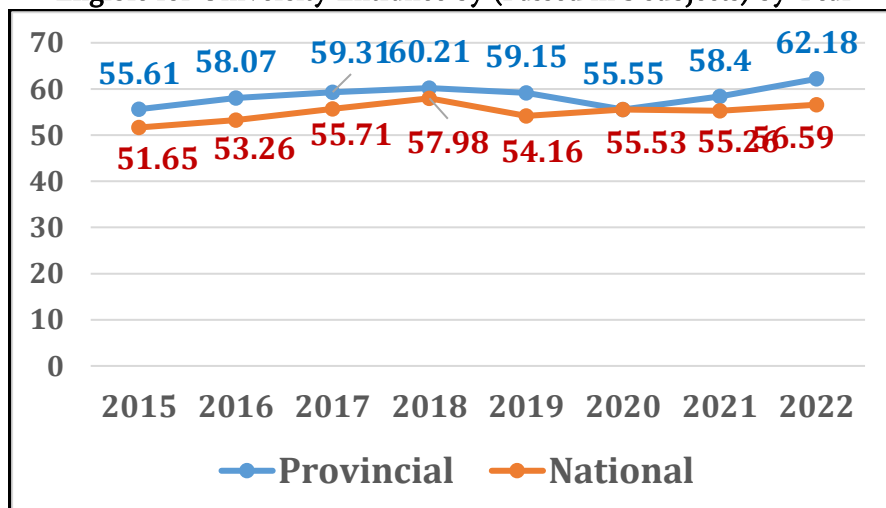


G.C.E (A/L) Examination 2012 -2022 Percentage of School candidates Passed in 3 subjects (Eligible for university Entrance) by Year



G.C.E (A/L) Examination 2015-2022 Bio Science Stream

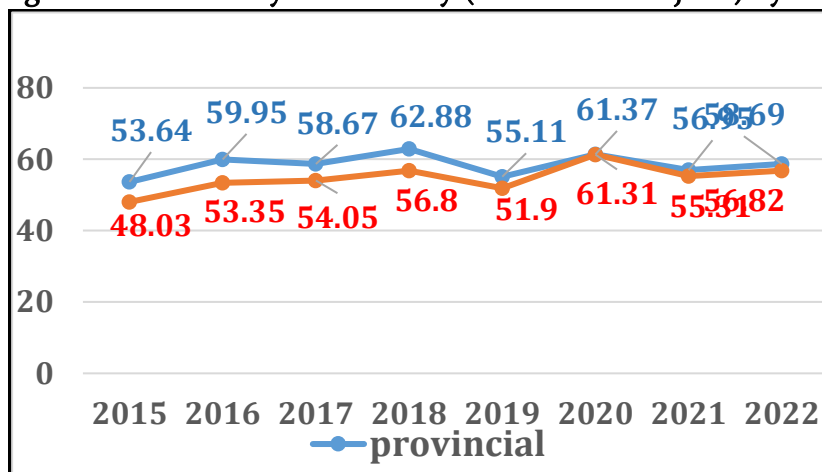
Eligible for University Entrance by (Passed in 3 subjects) by Year



G.C.E (A/L) Examination 2012-2021

Physical Science Stream

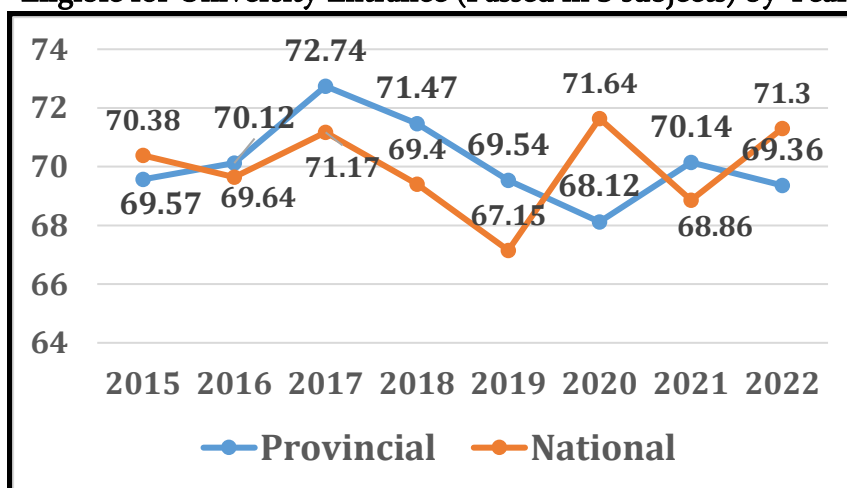
Eligible for University Entrance by (Passed in 3 subjects) by Year



G.C.E (A/L) Examination 2012-2021

Commerce Stream

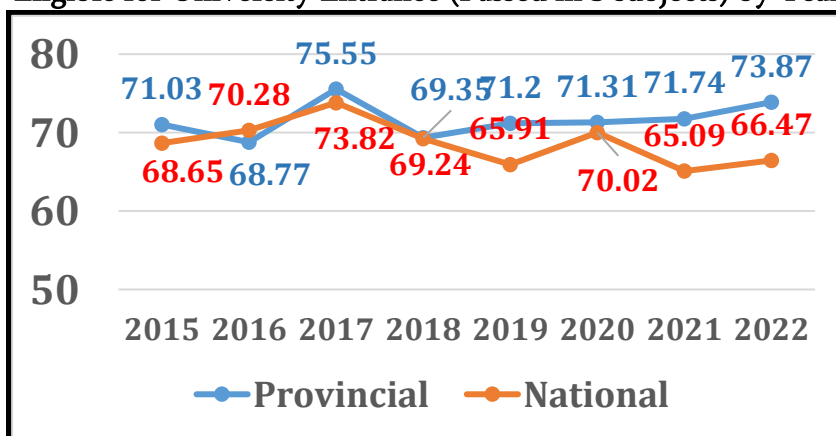
Eligible for University Entrance (Passed in 3 subjects) by Year



G.C.E (A/L) Examination 2015-2022

Arts Stream

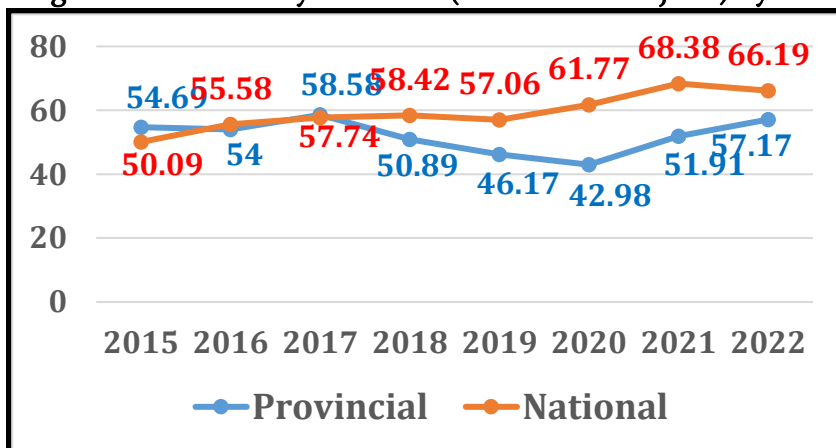
Eligible for University Entrance (Passed in 3 subjects) by Year



G.C.E (A/L) Examination 2015-2022

Engineering Technology Stream

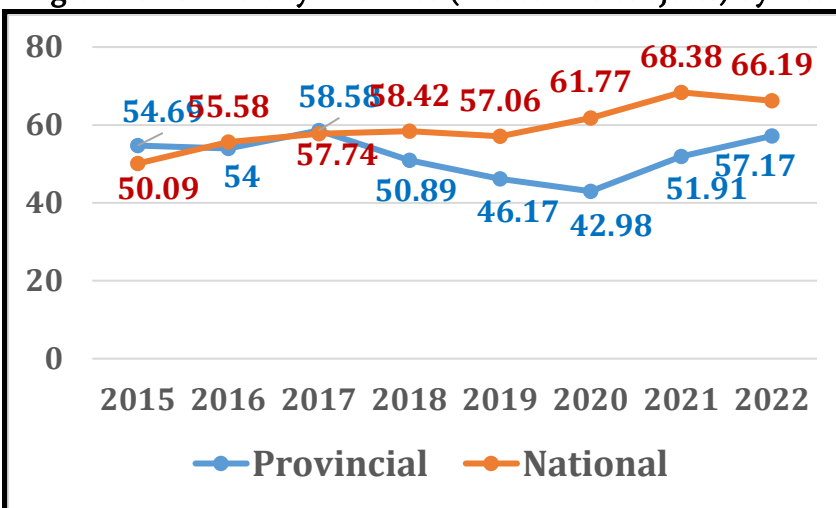
Eligible for University Entrance (Passed in 3 subjects) by Year



G.C.E (A/L) Examination 2015-2022

Bio Technology Stream

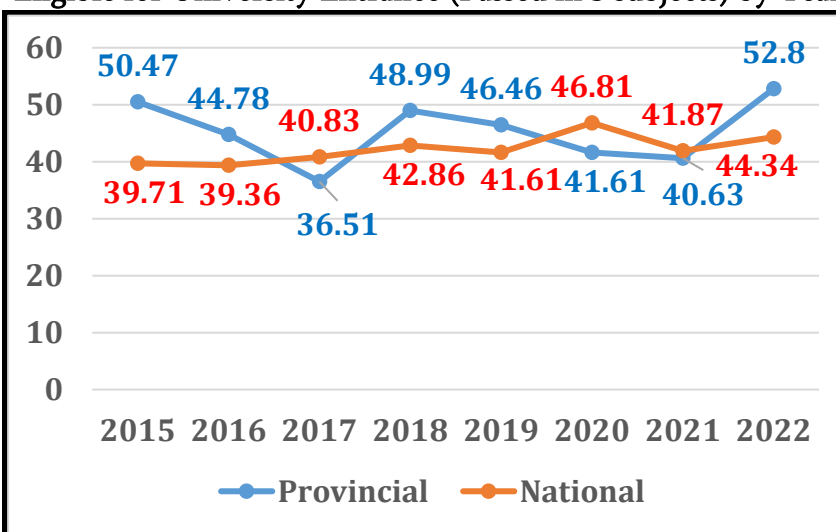
Eligible for University Entrance (Passed in 3 subjects) by Year



G.C.E (A/L) Examination 2015-2022

Other Stream

Eligible for University Entrance (Passed in 3 subjects) by Year



2.1 Special Achievements

G.C.E (A/L) Examination 2022

Island Wise Top 20 Students

	Name	School	Result	Island Rank	District Rank	Z-Score	Stream
01	Anandayothi Vidyasagar	J/Jaffna Hindu College	3A	09	01	2.9621	Biological Science
02	Kannan avithiran	J /Jaffna Hindu College	3A	20	01	2.9038	Biological Science

National Level Sports Achievements – 2023

Our Province won 9 Gold Medals, 25 Silver Medals and 26 Bronze Medals in All Island Schools Competition – 2023. Details are in Below.

No	Games	Age Group	Gold	Silver	Brownce
1	Physical Training	20 Girls			1
2		20 Boys			1
3	Kabaddy	Girls 17	1		1
4		Girls 20			1
5		Boys 20			1
6	Beach Volleyball	Boys 17			1
7	Football	Girls 17	1		
8		Girls 20		1	
9		Boys 20	1		1
10		Boys 18		1	
11		Boys 16	1		1
12	Weight Lifting	Boys		4	2
13		Girls	2	6	8
14	Half Marathon	Boys		1	
15	Judo	Girls		1	
16		Boys			1
17	Taekwondo	Girls		1	
18	Wrestling	Boys		2	1
19		Girls		1	1
21	Boxing	Girls	1	3	
22	Athletic		2	4	5
	Total		9	25	26

Competition

Provincial-level Tamil Day competition

Our Province obtained 38 Places out of 50 competitions. Details are in below the table.

Places	No Obtained
1 st Place	18
2 nd Place	11
3 rd Place	09
Total	38

National-level Aesthetic competition

Places	No Obtained	Carnatic Music	No Obtained	Barayjanatyam
1 st Place	79		50	

2 nd Place	28	3
3 rd Place	14	1
Total	121	54

No	Zone	Carnatic Music				
		Sat	1 st	2 nd	3 rd	Total
1	Jaffna	36	26	08	01	35
2	Valikamam	27	15	08	04	27
3	Thenmaradchchi	15	09	01	03	13
4	Vadamaradchchi	14	08	03	03	14
5	Island	01	00	01	00	01
6	Kilinochchi North	01	01	00	00	01
7	Kilinochchi South	05	04	01	00	05
8	Mullaitivu	13	09	02	01	12
9	Vavunuya North	01	01	00	00	01
10	Vavunuya South	12	06	04	02	12
Province		125	79	28	14	121

Student Based Development Activities

No	Zone	Barathanatiyam Music				
		Sat	1 st	2 nd	3 rd	Total
1	Jaffna	20	17	01	01	19
2	Valikamam	17	15	02	00	17
3	Thenmaradchchi	06	06	00	00	06
4	Vadamaradchchi	03	03	00	00	03
5	Island	01	01	00	00	01
6	Kilinochchi North	02	02	00	00	02
8	Mullaitivu	03	03	00	00	03
10	Vavunuya South	03	03	00	00	03
Province		55	50	03	01	54

Strengthening blended learning & Self Learning through developing E- Lessons

Subject	E- Lessons	Subject	E- Lessons
Grade 1 - Grade 5			
Maths	24	English Literature	4
Language Tamil	16	A/L	
Environmental Activities	34	Economics	8
Skills	16	Accounting	76
Grade 6 - Grade 11			
		Chemistry	16
Civics	22	Drama	46
Geography	28	Business Studies	80
History	44	History	20
English	26	Logic	56
Maths	54	Geography	78
Tamil	4	Home Economics	26
Science P	36	Tamil	40
Saivanery	64	Art	60
Tamil Revision	6	Hindu culture	54
Entrepreneurial studies	28	Bio system Technology	2
Total			968

Mathematics Competitions:

1. National Maths Olympiad Competition was held in Colombo Ananda College students from Northern Province obtained the first place Containing Gold medals 4, Silver medals 10, Bronze medals 9 and Merit certificates 29.

2. In the All-Island Mathematics Competition Northern Province Received Junior

Grade Level	Place
Level (Grade 6 - 8	Second Place
Senior Level I (Grade 9 – 11)	First Place.
Senior Level II (Grade 12 – 13)	Third Place.

II. Mathematics Performance:

During the last five years Mathematics Percentage of Provincial Level

Year	Pass Percentage (%)
2018	64.50%
2019	68.22%
2020	68.58%
2021	67.95%
2022	72.40%

Under the GEM Project

Conducting ELC Workshop for Teachers at the Provincial Level.

1. Conduct 2 ELC Exams for Grade 10 and Grade 11 Students.

2. Two more Exams have been planned for Grade 11

- The activities of meetings and workshops were conducted and guidelines were given to the officers at the primary Division Zonal level.

Participants	No of Meetings	
	Zoom	Direct
Asst. Director of Education	02	04
ISA	03	02
Act enjoy Coordinators	02	02

2023 Special Programme for Students entering primary in ELC and not achieving I was carried out in the following order

- ❖ Scheme for Students Scoring less in ELC (6500 Students 5918 –Tamil)
 - ❖ Classes were conducted at 130 stations provincially by a trained resource person at a designated resource centre where the students were divided on a zonal basis.
 - ❖ 8, 9, 10, 11 A Total of 23 Classes were conducted in 12 months.
 - ❖ In 9 workshops at the Provincial Department of Education for the preparation of manuals guidance was provided to the resource persons and with their help Tamil, Mathematics manual was provided to the students.
 - ❖ Supervision was done at Zonal Provincial Level
- The programme participated in the Educational Development meetings and 5 workshops organized by the ministry programmes were carried out in the NP.
 - ❖ Implementation of Primary School Curriculum
 - ❖ A happy start to School Education (Grade 1)
 - ❖ identification of children entering primary -2
 - ❖ Studies related to children in Grade- 3
 - ❖ 3-year action plan and funding requirement to be carried out in - Grade 3
 - ❖ ELC – Contents and learning and teaching activities for the term - (Year 1-5)
 - ❖ ELC – implementation at primary levels (1,2,3)

- ❖ ABOE – Implementation of the plan (year 1)
- 2023 based on students appearing for the grade 5 examination
- The non-standard examination was conducted by the PED on 27.04.2023 and the students were selected and the programs were given zonally
- at the provincial level 13 Grade 5 exams and 4 special Grade 5 exams were conducted, coaching was provided to the students and support was given to the zonal officers to provide school – wise feedback
- 2023 Provincial level Kalcol festival Ceremony to welcome students to class I was conducted on 28.03.2023 at J/ Hindu Primary School with grate organization
- 2023 Provincial level to ABOE programme for students of class 1 on 30.03.2023 J/ St. It was conducted in J/ St. John Bosco's School with grate organization
- Provincial level action and fun competitions for grade 5 students were held on 19.03.2023 at Kilinochchi Poonakari Central College and trophies were awarded 468 students from 13 zones participated
- Provincial level quick mathematics drawing competitions were held on 30.11.2023 at J/ Hindu Primary School for classes 1,2,3,4,5 and 169 students from 13 zones participated with certificates and medals to 105 students and certificates to other students.
- Full cooperation was given to the educational development activities carried out by the northern provincial ministry of education.
- Full Cooperation was given to the Educational Development activities. organized by the northern PDE Office
- From 5.11.2023 I am also responsible for North Province Pre School
- Prepared 83 Lessons Primary Subject (Tamil, Maths and Environment) (LMDMU)
- **GCE (O/L) 2022 pass percentage**

Subject	%
Business studies & Accounting	89%
Geography	87%
Civics Education	67%
Entrepreneurship	95%
History	76%

Provincial Level English Day Competition

Regarding the English day competition at the provincial level the judges were trained and the oral, written and drama competition of English were successfully conducted. The winners of the competitions were trained for the National level English day competitions.

National Level English Day Result

Place	Awards
1 st	06
2 nd	10
3 rd	02
Best performance (Dialog drama)	01
Total	19

- ❖ In 9 workshops at the Provincial Department of Education for preparation of manuals guidance was provided to the resource persons and with their help Tamil, mathematics manual was provided to the students.
- ❖ Supervision was done at Zonal Provincial Level
- ❖ The programme participated in the Educational Development meetings and 5 workshops organized by the ministry programmes were carried out in the NP.
- ❖ Implementation of Primary School Curriculum
- ❖ A happy start to School Education (Grade 1)
- ❖ identification of children entering primary -2

- ❖ Studies related to children in Grade- 3
- ❖ 3-year action plan and funding requirement to be carried out in Grade 3
- ❖ ELC – Contents and learning and teaching activities for the term - (Year 1-5)
- ❖ ELC – implementation at primary levels (1,2,3)
- ❖ ABOE – Implementation to the plan (year 1)
- ❖ Students based appearing for grade 5 examination
- ❖ The non – standard examination was conducted by the PED on 27.04.2023 and the students were selected and the programmes were given zonally
- ❖ at the provincial level 13 Grade 5 exams and 4 special Grade 5 exams were conducted, coaching was provided to the students and support was given to the zonal officers to the provide school – wise feedback
- ❖ 2023 Provincial level Kalcol festival Ceremony to welcome students to class I was conducted on 28.03.2023 at J/ Hindu Primary School with grate organization
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- ❖ Full cooperation was given to the educational development activities carried out by the northern provincial ministry of education.
- ❖ Full Cooperation was given to the Educational Development activities. organized by the northern PDE Office
- ❖ From 5.11.2023 I am also responsible for North Province Pre School
- ❖ Prepared 83 Lessons Primary Subject (Tamil, Maths and Environment) (LMDMU)
- **Challenges**
- ❖ Teacher deployment and placement
- ❖ Country Economic crisis and Economic Related Issues
- ❖ To be stopped the Volunteer Teachers appointment
- ❖ Shortage of SLEAS Officers
- ❖ Low attendance rate
- ❖ Shortage of Furniture for Students
- ❖ Shortage of Vehicle facilities

2.3 Future Goals

Goal No	Subject	2023	2024
		Achievement	Target
4.1.1	ECE	80%	85%
	Early Childhood Education-Enrolment rate (age 3-5)	90%	95%
	Exam pass rate Gr-5 scholarship	85%	90%
	G.C.E O/L	75%	80%
	G.C.E A/L	75%	80%
4.1.2	13 Years Education Programme /Non formal Education Programme	40 schools	50 schools
4.1.3	Providing Infrastructure Facilities Education facilities for child/Special needs students, wash	80%	85%
4.1.4	Teacher Appointment & Capacity Development	1500	2000
	Teacher appointment Teacher Training (Pre-service)	800	1000
4.2.1	School enrolment Primary-	100%	100%

Secondary	90%	95%
Completion rate Primary-	100%	100%
Secondary-	100%	100%

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		17,141,216,779	13,939,328,868	ACA-3
	Deposits		456,691,474	5,407,102,474	ACA-4
	Advance Accounts		406,437,447	422,258,946	ACA-5
	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		18,004,345,700	19,768,690,288	
	Total Revenue Receipts & Non-Revenue Receipts (C) = (A)+(B)		18,004,345,700	19,768,690,288	
	Remittance to the Treasury (D)		76,180,303	46,764,022	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		17,928,165,397	19,721,926,266	
	Less: Expenditure				
	Recurrent Expenditure				
15,669,783,200	Wages, Salaries & Other Employment Benefits	5	15,652,452,792	13,524,198,494	ACA-2(ii)
2,007,418,800	Other Goods & Services	6	1,606,083,615	482,708,838	
72,610,000	Subsidies, Grants and Transfers	7	49,111,343	54,822,253	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
17,749,812,000	Total Recurrent Expenditure (F)		17,307,647,749	14,061,729,585	
	Capital Expenditure				
7,155,000	Rehabilitation & Improvement of Capital Assets	10	1,064,747	10,468,042	ACA-2(ii)
359,076,000	Acquisition of Capital Assets	11	253,941,885	279,488,039	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
440,000,000	Other Capital Expenditure	15	374,938,895	333,583,550	
806,231,000	Total Capital Expenditure (G)		629,945,527	623,539,631	
	Deposit Payments		464,866,193	5,420,246,803	ACA-4
	Advance Payments		344,138,250	306,857,942	ACA-5

	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		809,004,443	5,727,104,745	
	Total Expenditure I=(F+G+H)		18,746,597,719	20,412,373,961	
	Balance as at 31st Decemember J=(E-I)		(818,432,322)	(690,447,695)	
	Balance as per the Imprest Adjustment Statement		(818,432,322)	(690,447,695)	ACA-7
	Imprest Balance as at 31st December		-	-	ACA-3
			(818,432,322)	(690,447,695)	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	34,215,911,017	8,788,551,046
Financial Assets			
Advance Accounts	ACA-5	625,174,186	687,473,383
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		34,841,085,203	9,476,024,430
Net Assets / Equity			
Net Worth to Treasury		576,184,381	630,308,859
Property, Plant & Equipment Reserve		34,215,911,017	8,788,551,046
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	48,989,805	57,164,524
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		34,841,085,203	9,476,024,430

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>	-	-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	40,175,488	39,882,326
Imprest Received	17,141,216,779	13,939,328,868
Recoveries from Advance	26,404,139	19,604,888
Deposit Received	445,047,467	5,397,067,091
Total Cash generated from Operations (A)	17,652,843,872	19,395,883,173
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	16,095,395,912	12,965,521,699
Subsidies & Transfer Payments	49,111,343	54,822,253
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	76,180,303	46,764,022



Advance Payments	339,671,323	298,770,341
Deposit Payments	464,866,193	5,420,246,803
Total Cash disbursed for Operations (B)	17,025,225,073	18,786,125,118
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	627,618,799	609,758,056
Cash Flows from Investing Activities		
Interest	147,360	688,438
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	1,179,369	2,438,606
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	1,326,728	3,127,043
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	628,945,527	612,885,099
Total Cash disbursed for Investing Activities (E)	628,945,527	612,885,099
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(627,618,799)	(609,758,056)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

a. Notes to the Financial Statements

3.5 Performance of the Revenue Collection Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	18,274,812,000.00	17,749,812,000.00	17,307,647,748.95	97.51%
Capital	781,500,000.00	806,231,000.00	629,945,527.25	78.13%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

Rs. ,000

S. No	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
01	Central Ministry	Recurrent	2,398,744,246.85	2,398,744,246.85	2,355,785,032.10	98.20%

	Capital	102,672,309.00	102,672,309.00	72,691,532.38	70.79%

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
61111	Dwellings	561,535,486.39	561,535,486.39		
61112	Non-Residential Building	20,772,232,904.54	20,772,232,904.54		
61113	Other Structure	400,000.00	400,000.00		
61114	WIP – Building & Structure	131,042,959.06	131,042,959.06		
61121	Transport Equipment	189,144,000.00	189,144,000.00		
61122	Other Machinery & equipment	4,424,406,967.07	4,424,406,967.07		
61410	Land	8,137,148,700.00	8,137,148,700.00		

3.9 Auditor General's Report**

** The final audit report has not received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Actual output as a percentage (%) of the expected output		
		100% - 90%	75% - 89%	50% - 74%
1	Better service delivery	✓		
2	Improved work quality	✓		
3	Retention Rate (primary)	✓		
4	Students getting above 70 marks		✓	
5	Survival rate of students up to grade 11		✓	
6	GCE(O/L) Pass rate			✓
7	% of increase of intake and enrolment to A/L			✓
8	GCE(A/L) Pass rate			✓
9	% of students acquired soft skills			✓
10	Number of schools defined effective SDC, SMT			✓
11	% Of office, school maintain clear list of duty, Organization chart and 5 s system			✓
12	Number of zonal staff, divisional staff trained			✓
13	% of principals received financial management authority.			✓
14	No of Schools with results based monitoring system			✓
15	No of proposed activities from sector development plan used for fund mobilization		✓	
16	% of medium term plan & annual plan based on data		✓	

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified Respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	4. Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	4.1	4.1.1 By 2030, ensure that all girls and boys complete free, equitable and quality primary and secondary education leading to relevant and effective learning outcomes			✓
		4.2	4.2.1 Proportion of children aged 24-59 months who are developmentally on track in health, learning, and psychosocial well-being, by sex 4.2.2 Participation rate in organized learning (one year before the official primary entry age), by sex			✓
		4.6	4.6.1 Proportion of the population in a given age group achieving at least a fixed level of proficiency in functional (a) literacy and (b) numeracy skills, by sex			✓
		4.7	4.7.1 Extent to which (i) global citizenship education and (ii) education for sustainable development, including gender equality and human rights, are mainstreamed at all levels in (a) national education policies; (b) curricula; (c) teacher education and (d) student assessment			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

“Quality Education” is the 4th SDG out of 17 SDGs, Sri Lanka already committed to achieving universal coverage of Quality Education services which is to be achieved by 2030.

These goals include the following.

- ❖ Increased proportion of children and young people: (a) in grades 2/3; (b) at the end of primary; and (c) at the end of lower secondary achieving at least a minimum proficiency level in (i) reading and (ii) mathematics,
- ❖ Increased proportion of children under 5 years of age who are developmentally on track in health, learning and psychosocial well-being,
- ❖ Increased participation rate in organized learning (one year before the official primary entry age),
- ❖ Increased participation rate of youth and adults in formal and non-formal education and training,
- ❖ Increased proportion of youth and adults with information and communications technology (ICT) skills,
- ❖ Improvement in parity indices (female/male, rural/urban, bottom/top wealth quintile and others such as disability status, indigenous peoples and conflict-affected, as data become available

S/ No.	Designation	Grade	Service	No. Of Approved Cadre	In Position	Vacancy
1	Provincial Director of Education	I	SLEAS	1	1	0
2	Additional Provincial Director of Education	I	SLEAS	2	2	0
3	Additional Provincial Director of Education	I	SLAS	1	1	0
4	Zonal Director of Education	I	SLEAS	13	12	1
5	Chief Accountant	I	SLAcS	1	1	0
6	Deputy Director of Education	I	SLEAS	0	1	-1
7	Deputy Director of Education	II	SLEAS	56	31	25
8	Assistant/Deputy Director of Education	II/III	SLEAS	131	78	53
9	Principal	III/II/I	SLPrS	1148	804	344
10	Divisional Director of Education	III/II	SLEAS	35	1	34
11	Accountant	III/II	SLAcS	14	12	2
12	Director of School Work	III/I	SLEgS	1	1	0
13	Engineer	III/I	SLEgS	1	1	0

14	Administrative Officer	Supra	PPMSOS	14	10	4
15	Inspector Of School Works	III/II/I	SLTS	25	25	0
16	Teachers		SLTeS	18983	15930	3053
17	Development Officer	III/II/I	DOS	169	220	-51
18	Development Officer - School	III/II/I	DOS	0	534	-534
19	Development Officer (Division)	III/II/I	DOS	70	65	5
20	Management Service Officer	III/II/I	PPMSOS	415	357	58
21	Works Supervisor (Personal)	III/II/I	Dept	11	11	0
22	Data Entry Operator (Personal)	III/II/I	DEO	1	1	0
23	Driver	III/II/I/Spl	PDS	35	34	1
24	KKS	III/II/I/Spl	OES	95	68	27
25	KKS (Division)	III/II/I/Spl	OES	35	25	10
26	Lab Assistant	III/II/I	Dept	60	37	23
27	Warden	III/II/I	Dept	12	1	11
28	Sub Warden	III/II/I	Dept	12	2	10
29	Pasal Karya Sahayaka	III/II/I/Spl	Dept	540	455	85
30	Pasal Karya Sahayaka (Personal)	III/II/I/Spl	Dept	32	32	0
31	Sanitary Labourer (Personal)	III/II/I/Spl	Dept	11	11	0
32	School Watcher	III/II/I/Spl	Dept	507	273	234
33	School Watcher (Personal)	III/II/I/Spl	Dept	25	25	0
Total				22456	19062	3394

1. Increased percentage of population in a given age group achieving at least a fixed level of proficiency in functional (a) literacy and (b) numeracy skills, and
2. Increased proportion of schools with access to: (a) electricity; (b) the Internet for pedagogical purposes; (c) computers for pedagogical purposes; (d) adapted infrastructure and materials for students with disabilities; (e) basic drinking water; (f) single-sex basic sanitation facilities; and (g) basic handwashing facilities (as per the WASH indicator definitions)

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Service Level	Approved Cadre	Existing cadre
1	Senior Level	256	142
2	Tertiary Level	1162	814
3	Secondary Level	19758	17183
4	Primary Level	1280	923
Total		22,456	19,062

6.2 Human Resource Profile

Cadre Management Report (Monthly Cadre as at 31.12.2023)

6.2 Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

here are 109 SLEAS officers' shortage in education sector. so that monitoring and supervising of all schools are very difficult in zonal level and Most of the Divisional Director of Education cadre is filled by SLPS.

106 Principal Cadre also shortage in Provincial Schools. so, some Teachers have to perform as principals in some isolated schools. Therefore, that schools are unable to function efficiently. 18 Lab Assistants are vacant in Provincial Schools. this cadre is very important for proper function of the Labs.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Mn)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
1	SBPTD Training for Provincial and zonal officers	Provincial and zonal officers 412	21 days	0.53		Local	No of trained Provincial and zonal officers
2	Quality assurance Training for zonal officers	Deputy director of Education 24	2 days	0.005		Local	Deputy director of Education 24
3	SBPTD Training for principal	Principals 982	29 days	1.75		Local	No of Principals trained
4	Quality assurance Training for zonal officers	Principals 982	10 days	0.39		Local	No of Principals trained
5	Procurement Training programme for Officers(2days	Provincial and zonal officers 70	2days	0.5		Local	No of trained Provincial and zonal officers
6	Preliminary inquiry for staff grade officers	Provincial and zonal officers 90	2days	0.5		Local	No of trained Provincial and zonal officers
7	Capacity development programme for Technical Officers	Provincial and zonal officers 38	2days	0.5		Local	No of trained Provincial and zonal officers

Preliminary inquiry Training

* Briefly state how the training program contributed to the performance of the institution

- ❖ Effective management of human resources in the Education sector and formulate a comprehensive plan for developing the human resource capability.
- ❖ Pedagogical needs productively fulfilled in the school system through teacher education.
- ❖ Ensure young citizens contribute to the socio-economic development of the country.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status complied/Not Complied	Brief explanation for Non-	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date	✓		
1.1	Annual financial statements	✓		
1.2	Advance to public officers account	✓		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		

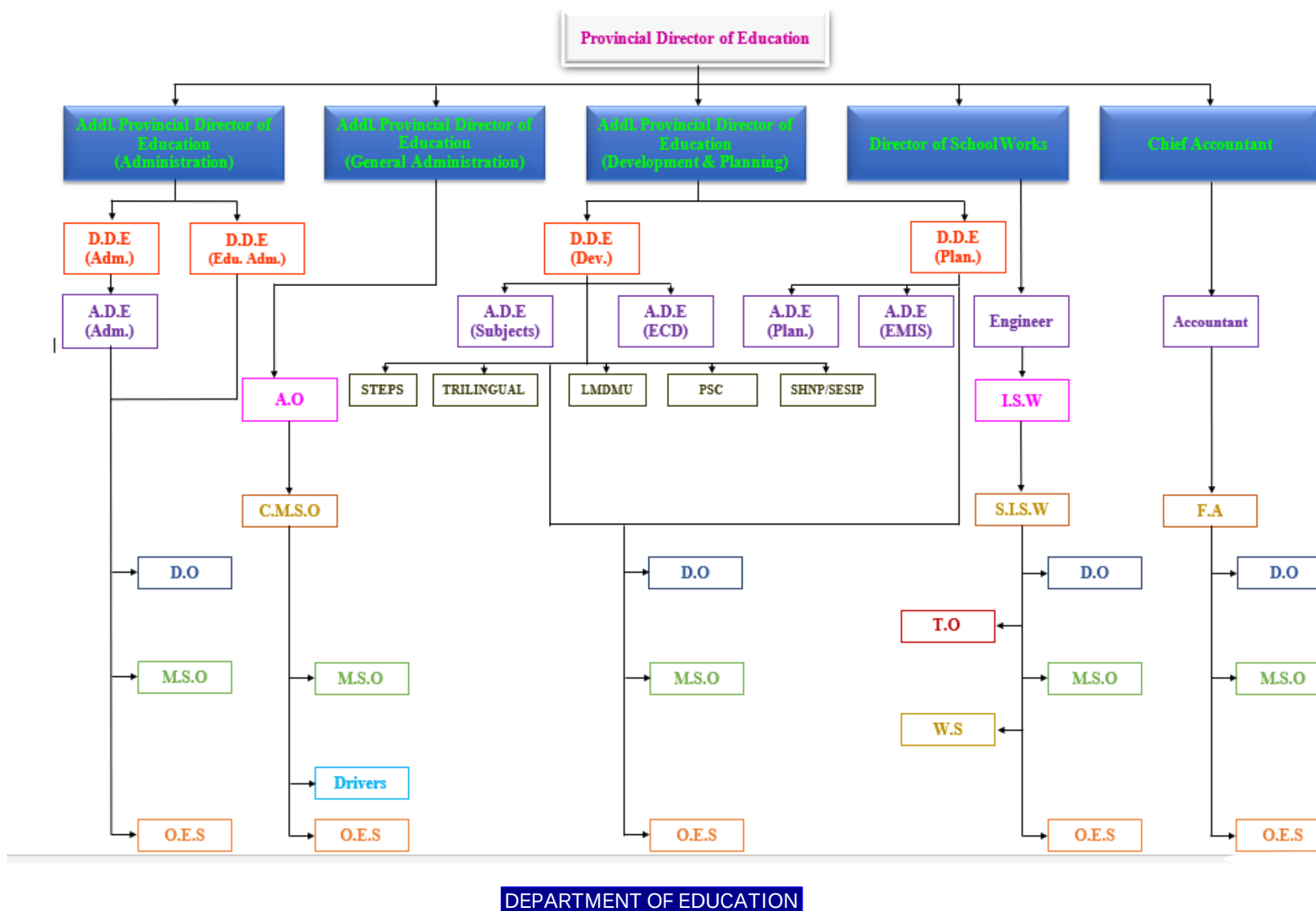


1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/	✓		
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	✓		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	✓		
2.3	Register of Audit queries has been maintained and update	✓		
2.4	Register of Internal Audit reports has been maintained and update	✓		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	✓		
2.6	Register for cheques and money orders has been maintained and update	✓		
2.7	Inventory register has been maintained and update	✓		
2.8	Stocks Register has been maintained and update	✓		
2.9	Register of Losses has been maintained and update	✓		
2.10	Commitment Register has been maintained and update	✓		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	✓		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	✓		
3.2	The delegation of financial authority has been communicated within the institute	✓		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	✓		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	✓		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	✓		
4.2	The annual procurement plan has been prepared	✓		
4.3	The annual Internal Audit plan has been prepared	✓		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	✓		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	✓		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	✓		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	✓		
6.2	All the internal audit reports have been replied within one month	✓		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	✓		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	✓		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	✓		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	✓		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	✓		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	✓		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	✓		

8.5	The disposal of condemn articles had been carried out in terms of FR 772	✓		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	✓		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	✓		
9.3	The vehicle logbooks had been maintained and updated	✓		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	✓		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	✓		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	✓		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, certified and made ready for audit by the due date	✓		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	✓		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	✓		
11.0	Utilization of Provisions	✓		
11.1	The provisions allocated had been spent without exceeding the limit	✓		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	✓		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	✓		
12.2	A time analysis had been carried out on the loans in arrears	✓		
12.3	The loan balances in arrears for over one year had been settled	✓		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	✓		
13.2	The control register for general deposits had been updated and maintained	✓		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	✓		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	✓		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	✓		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	✓		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	✓		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	✓		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	✓		
16.2	All members of the staff have been issued a duty list in writing	✓		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	✓		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	✓		

17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures	✓		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	✓		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	✓		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	✓		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	✓		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	✓		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	✓		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	✓		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	✓		

6.2 Annexure I – Organization Chart



DEPARTMENT OF EDUCATION

6.3 Department of Sports, Northern Province

Expenditure Head No: 461

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Northern Provincial Sports Department was established in 2007 following the demerger of combined North-East Provincial Council into Northern Provincial Council and Eastern Provincial Council. Subsequently the department began to function to develop the sports in the Northern Province. Accordingly, Sports activities have been uplifting in the province.

As we all know Sports and physical activities are integral part of human life. In this way the department provides service to the Northern people to be available of sports opportunities. Due to the war situation which prevailed in the country, Northern younger generation faced challenges to take part in sporting activities. In this context, special attention should be taken on creating a healthy and disciplined society.

Northern Province has talented sportsmen & sportswomen, favourable climate conditions, and long coastal areas. In the past a number of persons who born in Northern Province have made a remarkable identification of the province in the world. Further, compared to the past, No. of medal in National level competition got increased in near recent years.

In achieving the elite level in sporting activities, the department has focussed to expand the service in future all the ways as possible.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

“Active, Disciplined and Healthy society in Northern Province”

b) Mission

“Improving opportunities for sports with a view to achieve healthier and disciplined society through providing adequate resources and encouraging mass participation in sports to create conducive sports culture”

c) Objectives

- To make “Sports” an essential integral part of Northern Provincial culture and society.
- Make use of the sports to improve physical health of every Sri Lankan in order to improve their living conditions.
- To provide requisite knowledge and opportunity so that everybody can engage in sports.
- To make necessary resources and infrastructure facilities available to improve sports as a whole.
- To improve Provincial image as a country full of talents in sports.
- Creating job opportunities and promoting the economy.
- Making use of sports as a means of peace and integration among ethnicities.

1.3. Key Functions

- Conducting Divisional, District and Provincial level competitions
- Providing sports equipment's, infrastructure facilities, physical and technical assistance.
- asking motivation to the players to increase sports participation in Northern Province.
- Conduct the coaching camps on team games.
- Making facilities to the players to participate in sporting activities
- Make awareness to the general public on sports
- Conducting different levels of Tournaments.
- Organizing awarding and rewarding Programme-colours night programs.
- Implementing line Ministries projects

- Coordinating with other parties for developing sports activities
- Conducting District wise Sports Developments meeting.
- Registration and Management of Sports Clubs.
- Capacity development programme to the officials

1.4. Organizational Chart – Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

❖ Sports Development Division

Sports development unit in Department of Sports engages in overall sporting activity related administration works coordinating all district sports officers, coaches, and sports officers. Conducting competitions among registered sports clubs on divisional, district and provincial levels in order to participate in the National Sports Competitions, identifying the best sportsmen and sportswomen and providing them adequate coaching, providing them nutritious food and equipment, arranging friendly tournaments are some of the activities which could promote sports in the province.

❖ Planning Division

The division deals with planning process of overall department activity. The main role of the Department includes the formulation of annual plans, evaluating the progress achieved and preparation of progress reports. Planning Division extends its assistance to policy makers and those who take decisions and top management by providing necessary and correct information and guidance.

❖ Administrative Division

The main functions of the division include general administration subject and provision of requisite training, internal control and physical resources control. etc., In addition to these tasks, the Administration Division engages in identifying human resource need of the officers attached to the Department under the Ministry, disciplinary control over employees, direction of relevant services, coordination activities and attending to legal matters.

❖ Financial Division

The main tasks of Accounts and Financial Division are to management of finance by utilizing annually budgeted provision set aside for intent ended purposes and maintaining documents of financial control. Moreover, it deals with supervision, coordination work of institutions coming under the Department and preparation of final reports of such entities and financial management of the Sport Development Fund is too performed by the Department Financial Division.

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council - Nil

1.7. Details of the Foreign Funded Projects (if any) - Nil

Chapter 02 - Progress and the Future Outlook

Special Achievements

Progress

A. Sports Development: -.

In 2023 the department engaged in sports related administrative work, infrastructure and facility development process, and skill development activities.

2.1 Special Achievements

Infrastructure and facility development (PSDG)

S.No	Works	Allocation 2023 Rs in Mn	Expenditure Rs in Mn 31.12.2023	Physical progress
1	Construction of Indoor Badminton Court Stadium at Kokuvil	5.41	5.409	100%



2	Completion of Boxing Hall works in Vavuniya UC	2.00	2.000	100%
3	Improvement of Indoor games facility at Point Pedro	1.00	1.000	100%
4	Improvement of Facilities at Poonagari Public Play Ground in Kilinochchi District	1.50	1.466	100%
5	Providing Facilities to indoor Badminton court at Kokuvil Hindu College	1.00	0.995	100%
6	Purchase of Sports Equipments & Goods on 5 District & Provincial Players	6.09	5.980	100%
7	Improvement of Facilities at St. Anne's Public Play Ground in Mannar District	2.00	1.892	95%
8	Improvement of Facilities at Mulliativu Welioya public play ground	1.00	0.911	95%
Total			19.656	

CBG 2023

S.No	Works	Allocation 2023 Rs in Mn	Expenditure Rs in Mn 31.12.2023	Physical progress
1	Purchase of 02 No of online UPS(3KVA) & 04 no of 650VA UPS	0.276	0.275,130	100%
2	Purchase of Sports 07 No of Steel Cabinets	0.224	0.224,000	100%
Total		0.500	0.499,130	

Activities (2023)

B. General Administration

S.N	Programme	No of Participants	Conducted at
1	A 03 days Training programme for School Coaches	300	Jaffna Duriyappa Stadium
2	Provincial Level Badminton Tournament	450	Kilinochchi Indoor Complex
3	Continuous Training on Chess, Carrom, Basketball & Table Tennis	148	J/Ramanathan College
4	Martial Arts Game (Boxing, Karaththe)	120	Mullaitivu TC
5	Yoga Programme	70	Nallur
6	Kabaddi	78	J/Nelliyady Central College
7	Judo Training	50	Thunukkai
8	Independent day friendly match between Northern Vs North Central Province	22	Jaffna Duriyappa Stadium
9	Friendly matches with Tri forces and SL Police (15 Matches – cricket, football)	450	05 Districts
10	Sports Clubs registration	38 clubs	NP
11	Inter Ministry sports competitions for 13 events	More than 400	Duriyappa Stadium & Ariyalai
12	Provincial Pool Training for National level competitions (Football, Basketball, Netball, Cricket & Kabaddi)	More than 200	Jaffna

Apart from normal general administration work, action was taken to prepare the following documents.

- New service minute for sports officer combined service.

Medal Tally 2007 – 2023 National Sports Festival

S.No	Year	Type of Medal			Total no of Medals
		Gold	Silver	Bronze	
1	2007	-	-	-	-

2	2008			02	02
3	2009	-	01	01	02
4	2010	-	01	03	04
5	2011	-	03	02	05
6	2007	-	01	01	02
7	2012	-	02	08	10
8	2013	-	04	06	10
9	2014	01	03	05	09
10	2015	02	05	05	12
11	2016	05	02	13	20
12	2017	02	07	14	23
13	2018	03	08	10	21
14	2023	05	09	02	16

2.2 Challenges

Challenges faced in 2023

Sporting activities were faced some challenges. They are

- No permanent Building for Dept. Of Sports
- No Sports statutes approved by Provincial Council

2.3 Future Goals

- ✓ Planed to a sports culture from childhood
- ✓ Advanced coaching programme to Provincial level winners, for some games.
- ✓ Advanced Training programme and knowledge sharing programme for District sports officers, Coaches & Sports Officers.
- ✓ Re – organizing sports clubs management activity.
- ✓ Formulation of Provincial Sports Council
- ✓ Capacity building training to the officials.
- ✓ Implementation of Governor's Sports Council's recommendation

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

Statement of Financial Performance

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts			-	
-	Income Tax	1		-	ACA-1
-	Taxes on Domestic Goods & Services	2		-	
-	Taxes on International Trade	3		-	
-	Non-Tax Revenue & Others	4		-	
-	Total Revenue Receipts (A)			-	
	Non-Revenue Receipts				
-	Treasury Imprests		83,796,784	83,138,271	ACA-3
-	Deposits		2,866,304	5,678,027	ACA-4
-	Advance Accounts		3,752,704	4,067,950	ACA-5
-	Other Main ledger Receipts				Annexure III
-	Total Non-Revenue Receipts (B)		90,415,792	92,884,248	

-	Total Revenue Receipts & Total Non-Revenue Receipts (C) =(A)+(B)		90,415,792	92,884,248	
-	Remittance to the Treasury (D)		660,158	3,321	
-	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		89,755,634	92,880,927	
	Less: Expenditure				
-	Recurrent Expenditure			-	
53,500,000	Wages, Salaries & Other Employment Benefits	5	49,682,555	50,981,884	ACA-2(ii)
19,175,000	Other Goods & Services	6	18,439,376	27,949,102	
233,000	Subsidies, Grants and Transfers	7	231,935	147,674	
-	Interest Payments	8	-	-	
50,000	Other Recurrent Expenditure	9	37,000	50,000	
72,958,000	Total Recurrent Expenditure (F)		68,390,866	79,128,660	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	433,089	ACA-2(ii)
12,000,000	Acquisition of Capital Assets	11	11,889,068	2,051,998	
-	Capital Transfers	12			
-	Acquisition of Financial Assets	13			
	Capacity Building	14			
8,500,000	Other Capital Expenditure	15	8,266,218		
20,500,000	Total Capital Expenditure (G)		20,155,285	2,485,087	
	Deposit Payments		3,332,381	14,598,420	ACA-4
	Advance Payments		6,269,104	3,253,900	ACA-5
	Other Main Ledger Payments			-	
	Total Main Ledger Expenditure (H)		9,601,485	17,852,320	
	Total Expenditure I=(F+G+H)		98,147,636	99,466,067	
	Balance as at 31stDecember J=(E-I)		(8,392,003)	(6,585,140)	
	Balance as per the Imprest Adjustment Statement		(8,392,003)	(6,585,140)	ACA-7
	Imprest Balance as at 31st December		-	-	

3.2 Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	117,851,444	106,403,492
Financial Assets			
Advance Accounts	ACA-5/5(a)	9,093,700	6,577,300
Cash & Cash Equivalents	ACA-3		
Total Asset		126,945,144	112,980,792
Net Assets / Equity			
Net Worth to Treasury		7,774,754	4,792,276
Property, Plant & Equipment Reserve		117,851,444	106,403,492
Rent and Work Advance Reserve	ACA-5(b)		



Current Liabilities			
Deposits Accounts	ACA-4	1,318,946	1,785,024
Imprest Balance	ACA-3		
Total Liabilities		126,945,144	112,980,792

3.3 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended 31st December, 2023

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	785,382	762,747
Imprest Received	83,796,784	83,138,271
Recoveries from Advance	-	
Deposit Received	2,866,304	5,678,027
Total Cash generated from Operations (A)	87,448,470	89,579,045
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	62,778,398	73,562,315
Subsidies & Transfer Payments	231,935	147,674
Expenditure incurred on behalf of Other Heads	-	
Imprest Settlement to Treasury	660,158	3,321
Advance Payments	5,700,000	2,830,000
Deposit Payments	3,332,382	12,118,997
Total Cash disbursed for Operations (B)	72,702,873	88,662,307
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	14,745,597	916,735
<u>Cash Flows from Investing Activities</u>		
Interest		
Dividends		
Divestiture Proceeds & Sale of Physical Assets	-	13,205
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	-	13,205
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	14,745,597	929,943
Total Cash disbursed for Investing Activities (E)	14,745,597	929,943
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(14,745,597)	916,738
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	(0)	
<u>Cash Flows from Financing Activities</u>		
Local Borrowings		-
Foreign Borrowings		-



Grants Received		-
Total Cash generated from Financing Activities (H)		-
Less - Cash disbursed for:		
Repayment of Local Borrowings		-
Repayment of Foreign Borrowings		-
Total Cash disbursed for Financing Activities (I)		-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		-
Net Movement in Cash (K)=(G)-(J)	(0)	
Opening Cash Balance as at 01st January 2023		-
Closing Cash Balance as at 31st December 2023		-

3.4 Notes to the Financial Statements

All expenditure were restricted as per Chief Secretary's letter no NP/09/BDT/04/19/CIR – BDT/2022-2024

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.02.02	Interest of Public Officers Advance & Loan	387000	387000	307219.28	79%
2003.99.00	Miscellaneous	4500	4500	12496	278%
2006.02.02	Auction	13860	13860		

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	82458000	72958 000	68,390,866.14	94%
Capital	20500000	20500000	20,155,285	98%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
611	Fixed Assets	117,851,444.43	117,851,444.43	Yes	100%

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
	Construction of Indoor Badminton Court Stadium (No of – 01)	✓		
	Renovation of Play Grounds (No of – 03)	✓		
	Improvement of indoor Court (No of – 03)	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
	SDG: 03 - Ensure healthy lives and promote well-being for all at all ages, SDG: 04 – Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all, SDG: 09 – Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation, SDG: 16 - Promote peaceful and build effective, accountable and inclusive institutions at all levels.	1. Indoor Badminton Court Constructed (01	Increased formal Badminton game participation	✓		
		Badminton Court Constructed)	Increased formal Sports Games participation	✓		
		2.Play Grounds Renovated (03 Play Grounds Renovated)	Increased formal Divisional, District, Provincial level sports festival & National Sports Festival Participation	✓		
		3.Indoor Courts Renovated (03 Courts Renovated)	% Increased of competitive level participant			
		4. sports Equipment Purchased				

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

The increased number of people using Indoor Badminton Court will create a better and healthier community in the future. By renovated Play Grounds, the young people will be more involved in the sports field and will be able to create a better and healthier society without violence in the future. Through the purchase of sports equipment, it is possible to create a society that can provide equal opportunities for men & women to carry out sports training without hindrance

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S. No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	01	01	
2	Territory	08	04	04
3	Secondary	76	71	05
4	Primary	06	03	03

Note: - Vacancies

District Sports Officer	-	03	Territory Levels
Sports Officer	-	09	Secondary Levels
Coach	-	04	
Driver	-	01	Primary
Labourer	-	02	

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Due to the lack of sports officials, there are disruptions in carrying out daily sports practices. Also, divisional level matches cannot be implemented within the given time schedule.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Advanced Coaches course	01	01 Year	59,000.00		Local	Increase performance

* Briefly state how the training program contributed to the performance of the institution Increase performance through their progress and Sports officers become able to know and update coaching methodology, practice various sports skill and get to know science in sports.

Chapter 07 - Compliance Report

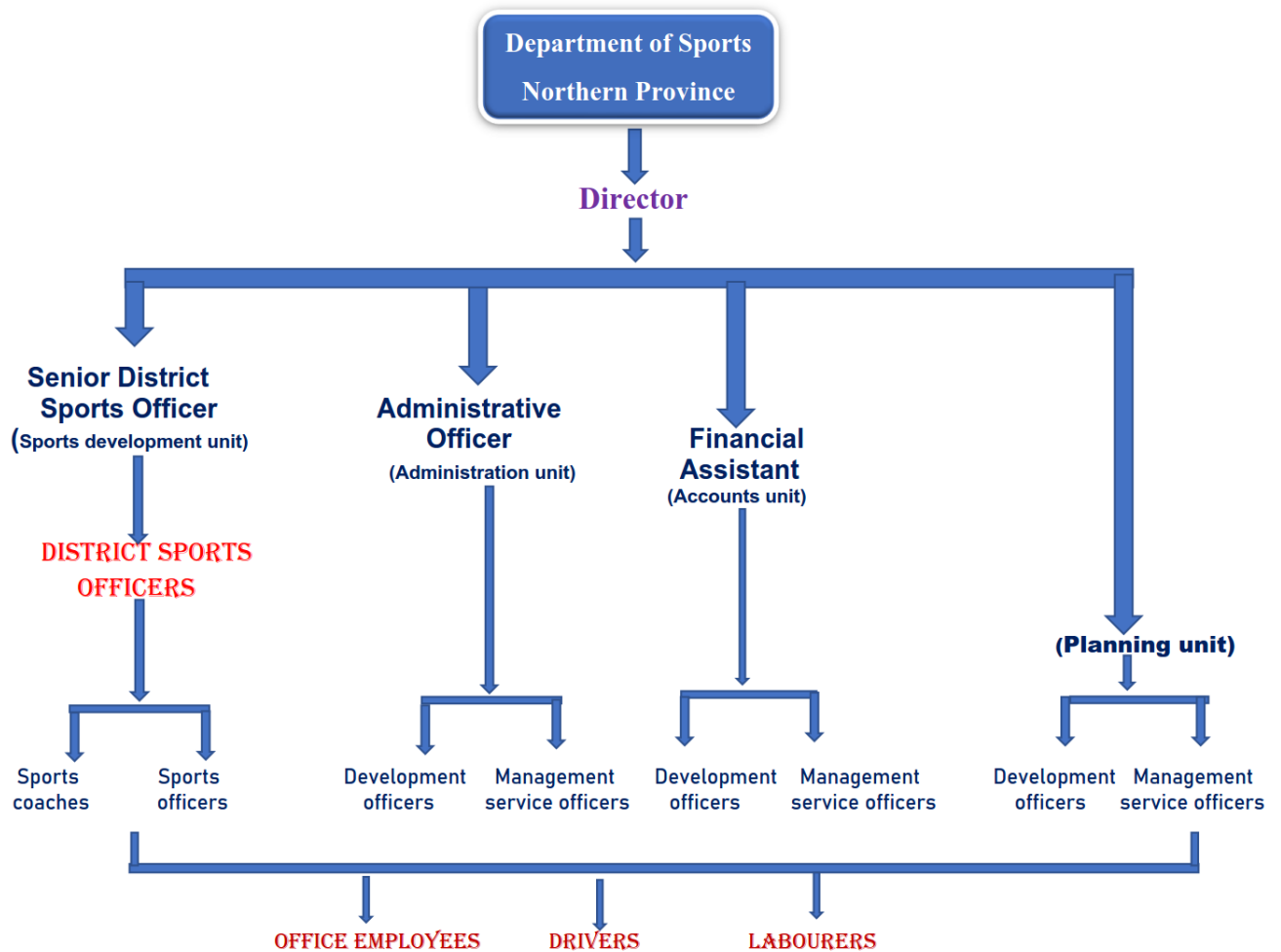
No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Others	-		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		

3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	-		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	-		
6.2	All the internal audit reports have been replied within one month	-		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	-		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	-		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			

9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	-		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	-		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	-		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	-		

15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	-		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	-		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras	-		
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

6.3 Annexure I – Organization Chart



6.4 Department of Cultural Affairs Unit

Expenditure Head No: 412-93-05

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

After the demerge of the North East Provincial Council, in 2007 Northern Provincial Council is separately functioning. The Cultural Unit is established Under the Ministry of Education, Cultural Affairs, Sports and Youth Affairs.

The development of cultural heritage and values of all communities in Northern Province is the main focus of the Cultural Unit. Towards this end in view, celebration of religious functions, preserving arts and crafts of all races encouraging literary activities through literary festivals and providing “Kalikurisi” awards and “Young Artist” awards for literary work. Financial Assistance to leading senior artists/scholars who had contributed to society.

Providing facilities for the growth of the talent of artists, writers as well as professional artists, encouraged research in these fields, and facilitated and promoted cultural values and embellishment in language development.

The cultural unit renders a colossal service for the upliftment of the cultural field by formulating and implementing programmes for the conservation, promotion and propagation of Literature, Arts and Cultural Affairs with Sri Lankan identity.

A Senior Cultural Officer or a Cultural Officer has been attached to every District Secretariat and Divisional Secretariat in order to facilitate departmental activities at District and Divisional level

1.2. Vision, Mission, and Objectives of the Institution

a) Vision

A Society, based on Rich cultural traditions & values, which encourages modernization & Confirms to the aspect design of living”

b) Mission

“Preserve, improve traditional arts & culture, encourage research, provide facilities for creative activities & honouring of outstanding personalities in this field& facilitate enrichment in language and literary development”

c) Objectives

- ❖ Carry out timely need projects which represent culture, arts and tradition of Northern Province.
- ❖ Documentation of cultural aspects of Northern Province and handing over them to next generation
- ❖ Protect the heritages of Northern Province
- ❖ Establish and carry out the cultural projects divisionally to represent divisional culture and arts
- ❖ Maintaining musical traditions and developing them
- ❖ Documentation of culture and arts and tradition by using modern electronic devices.
- ❖ Maintaining song traditions and developing them.
- ❖ Engage in making documentary films and awareness film.
- ❖ Develop cultural forums for traditional koothu and musical.
- ❖ Encourage literature and literacy magazines divisionally.
- ❖ Compiling and reprinting of ancient books.
- ❖ Honour the artists in cultural celebrations and develop arts.
- ❖ Facilitate to produce best arts and literacy works by arranging special training programmers.
- ❖ Create awareness among public by conducting arts and literacy competition.

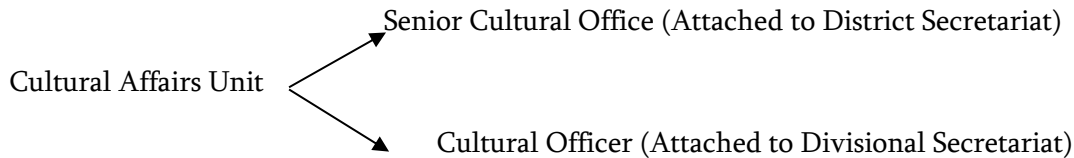
1.3. Key Functions

- ❖ In Northern Province, three community people’s culture & traditions and art activities are to be enhanced in related cultures. Therefore, the following activities are carryout.
- ❖ In Northern Province all religious national-level rituals, festivals

- ❖ Provincial level cultural festival
- ❖ Provincial level literacy seminars / literacy Committee created
- ❖ Registration of art societies in Northern Province and supervise their activities
- ❖ Rare books to be republished
- ❖ Maintain the heritage properties and handover the next generation
- ❖ Training Workshop for Dramatists and moral Teacher

1.4 Organizational Chart - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department



1.1. Institutions / Funds coming under the Ministry / Department / Provincial Council - N/A

1.7. Details of the Foreign Funded Projects (if any) N/A

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals
(To be signed by CAO/AO/Head of Institution)

1.1 Special Achievements

Cultural Affairs unit projects has been carried out by the financial allocation of 5 District Secretariat and 34 Divisional Secretariat with facilitated by Cultural officers.

01. National days & festivals had been conducted by cultural affairs.

S.N	Cultural Activity	Duration
01	Tamil Thai pongal Vizha	17.01.2023
02	Maha Sivarathri	08.03.2023
03	Tamil & Sinhala New Year	21.04.2023
04	Vesak	04.04.2023
05	Ifthar Breaking Fasting occasion	18.04.2023
06	Adippirappu	17.07.2023
07	Navarathri-Vijayathasamy Vizha	24.10.2023
08	Oli Vizha	29.12.2023

❖ Thaipongal Vizha

Thaipongal vizha has been celebrated at “kidasoori kannakiyamman kovil, vavuniya” farmer pay gratitude to the sun which is primary energy source for food.

❖ Maha Sivarathri

Maha sivarathiri has been mitigated in poinpedro sivan kovil It is a Special day for Hindus.

❖ Tamil & Sinhala New Year – National Festivals

Annual Religious and National festivals had conducted by unit of Cultural Affairs in velanai. Divisional secretariat

❖ Vesak

Vesak event Divisional secretariat had celebrated on welioya division secretariat. It is a celebration for Buddhist lord Buddha’s birthday.

❖ Ifthar Breaking Fasting Occasion

Cultural Affairs celebrated Ifthar at karaithuraipattu division secretariat. Ifthar is a Muslim eve how prophet Mohamed broke his ramlan fast.

❖ Adippirappu

Cultural Affairs Unit, 5 District Secretariat and 34 Divisional Secretariat had celebrated adipirappu on July with Village level Societies.

❖ **Vijayathasamy Vizha**

Cultural Unit, welfare Association of Ministry of Education, Zonal Education Office and Department of Education had conducted Vani Vizha.

❖ **Oli Vizha**

With the blessing of Christian Priests, Oli Vizha was celebrated at Velanai division.

02. Other festivals had conducted by Cultural Affairs.

❖ **Divisional Cultural Festival**

Divisional Cultural Festival is celebrated to reflect the culture, literature and traditional aspect of the particular division. There are 34 Divisional Secretariats and 5 District secretariat had Celebrate these events.

❖ **Provincial Cultural Festival**

Provincial Cultural Festival Conducted and selections of Kalaikurisi Award, Young Artist Award & Best Book Award Artist selected honoured with the awards on December 6th. At the same day of 'Vadanthai' book launch also take place.

❖ **Indian Programme on Nallur Temple Festival Days**

During the of Nallur Temple festival Days special cultural programmes had organized with the collaboration of Indian consulate of Jaffna. In here Indian Artist will be participate & share his expertise with local artist and public we conduct this programme with presence of Mr. Jeyanth flute artist and Mr. Ananthakrishnan of Violin Artist

03. Empower of Cultural Societies

➤ **Development of Cultural Societies.**

15 Divisional secretaries host Cultural empowerment programme to capacity artist to produce their Costume, Name Board for Societies, improving the makeup standard and conducting inter society competitions.

➤ **Divisional get to gather of Artist & their Performance.**

Artist exchange programme to illustrate their performance in a cross cultural manner and 25 Divisional Secretariat conduct this event.

➤ **Facilitator to create new Writers.**

Explore new writers divisionally and support Publishing their documentary 8 Divisional secretariat supports those one

04. Other Activities Following by Cultural Affairs

❖ **Financial Assistance for artists below the poverty line**

230 Nos of selected old age artists who contributed to arts and literary field to our society. This project is revised twice in every year. Who serve below the poverty line will be assisted an Rs.5000.00 rupees monthly allowance

❖ **Registration and renewal of the Arts Societies**

So, for 217 artist Societies registered under the Cultural unit. Planned to register fine art societies and motivate existing activities.

❖ **Social Awareness Programme.**

Continuation of Street drama programmes for drug abuse awareness, child abuse awareness & etc initiated in all 05 districts.

❖ **School Cultural Heritage.**

School level Cultural Heritage Programme had been enrolled in 25 schools.

Details are given below

S.N	Divisional Secretariat	Counting
01	Jaffna	01
02	Nallur	01
03	Sandilipay	01

04	Chankanai	02
05	Uduvil	01
06	Karaveddy	02
07	Tellipalai	05
08	Chavakachcheri	02
09	Poonakary	07
10	Vavuniya town	03
Total		25

❖ **Assist to Department of Hindu & Cultural Affairs.**

With the assistance to Hindu of cultural affairs we conduct Aarumuga navalar competition in division and district level

05. The documentary works.

❖ **Printing of books**

Collection of rare books and manuscripts had transformed in to the modern printed materials. Such books as follows:

- Than Yallpanam
- Sotporul vilakkam enum Akarathi
- Elatththamilar panpaddu Ayvukal
- Tamilial Ayvadangal Tharthadutha paddiyal
- Yallpana Kachchary vetalaru

❖ **Conduct Exhibition**

Measures taken to exhibit sculptures, carves, Painting, Archi Fact, rare manuscripts which reflecting the cultural, Traditional religious historical importance of Northern Province we successfully conducted our exhibition in kilinochchi district

2.2 Challenges

- ❖ Cultural Affairs Unit should be upgraded as department.
- ❖ For documentation, e-documentation system should be introduced.
- ❖ A media unit needs to be strengthened
- ❖ Cultural soubise must be strengthened

2.3 Future Goals

- Type of Plan: Short term (Annual Development Plan 6 Months)**
 - Bring to next level Selected Folk art
 - Workshop will be held
 - The Personality Development Program for Cultural Officers & Capacity Development Workshop will be taken by Indian Leading artist.
- 1.1 Reorganize the Cultural Institutions & Re Activate the Cultural Councils for Strengthening Cultural Activities - To strength the cultural activities.
- 1.2 Upgrade the Cultural Unit to Cultural department - To Strengthen the Department activities.To Prepare a Data base for artist.
- 2. Type of Plan: Medium term (Annual Development Plan 1 – 5 Years)**
 - Preservation & Conservation of Cultural treasures & heritage sites & Indigenous communities - To establish a cultural Model village in Mullaitivu.
 - Construct an office building for Cultural Department (Including Auditorium) Smooth function of the office activities.
 - Books publishing & Documentation
 - Prepare a brief documentation of Late Famous artist in Northern Province.
 - Prepare a Cultural Statue & Regulations of the Cultural Department
 - For Strengthening the Department activities.
 - Sustaining Northern Province Folk art through Integrating & Developing

- h. Organize & Develop a Particular institution for all the Folk art activities.
- i. Create a Classical art form especially Sri Lankan Tamil Society
- j. For an example here we are performing and teaching Indian classical dances. But we have to create a classical form for express our individuality & Creativity.
- k. Organize a model cultural institution in every District
- l. Create a model cultural institution, how to be an exact Cultural institution in 5 Districts.

3. Type of Plan: Long term (Annual Development Plan 5 Years & above)

3.1 Research & Documentation & Select cultural related issues in NP

Research & Identify the issues in cultural activities. Then sort out the problems and develop cultural activities.

3.2 Create an e-library - Promote and sustain Northern provincial cultural activities to all over the world.

3.3 Maintain the heritage properties in NP - Handover our Heritage Properties to the next generation.

3.4 To Promote Cultural Tourism - Increase the Revenue of Provincial through Cultural Tourism.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

Note: - Statement of financial performance has been included in the Ministry of Education performance report

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Progress of the Achievement to date		
		00% - 90%	75% - 89%	50% - 74%
01	Construct a building with memories of Thirukural Valluverkottam"			55%
02	03 Nos. of Literacy books released	100%		
03	Providing Musical Instrument to Art societies	100%		
04	Conducting cultural festival	100%		
05	Conducting Exhibition	100%		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	Recognition, promotion and conservation of cultural heritage and its value	3000 300	Construct a building with memories of Thirukkural - Valluvar Koddam 15 nos. of books were published		50%	100%
2	Bring to the forefront the role of our cultural and heritage, religious faith and aesthetic values	300	Providing Musical Instrument to Art Societies			100%
3	Sustaining Northern Province Folk art through Integrating & Developing	1000 1000	Workshop for Folk Art Conducting drama festival			

4	Capacity development	50	one workshop was conducted			100%

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

4.7 By 2030, ensure that all learners acquire the knowledge and skills needed to promote sustainable development, including, among others, through sustainable lifestyles, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	01	01	
2	Territory	05	05	
3	Secondary	44	48	04 Excess
4	Primary	04	04	

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained *
				Local	Foreign		
01	Leadership Raining	22	02 days	28880.00			Knowledge shared

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

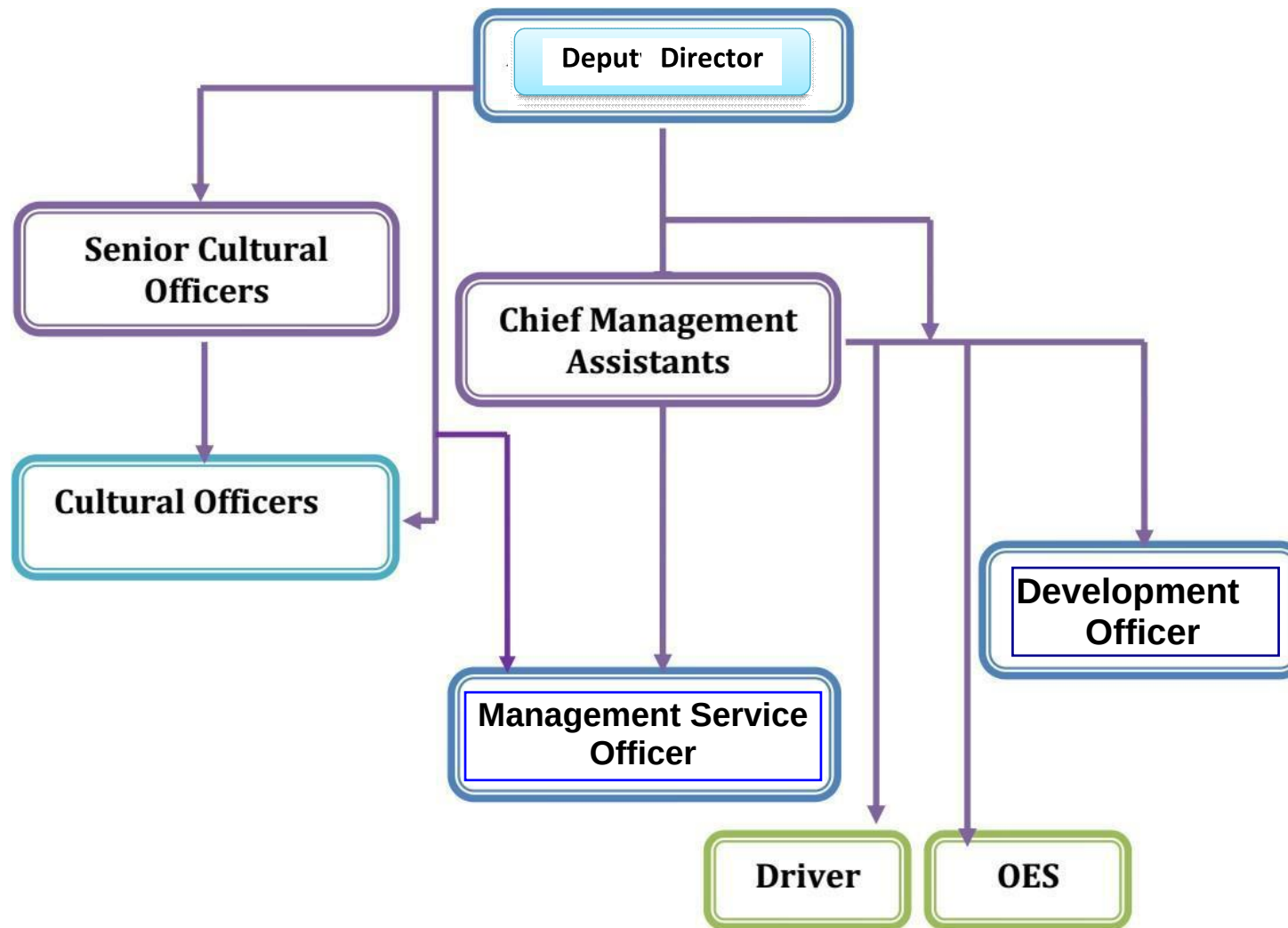
No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for non Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	N/A		
1.2	Advance to public officers account	N/A		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	N/A		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	N/A		
2.3	Register of Audit queries has been maintained and update	N/A		
2.4	Register of Internal Audit reports has been maintained and update	N/A		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	N/A		
2.6	Register for cheques and money orders has been maintained and update	N/A		

2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	N/A		
2.10	Commitment Register has been maintained and update	N/A		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	N/A		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	N/A		
3.2	The delegation of financial authority has been communicated within the institute	N/A		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	N/A		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	N/A		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	N/A		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	N/A		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	N/A		
5.0	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	N/A		
6.2	All the internal audit reports has been replied within one month	N/A		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	N/A		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	N/A		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	N/A		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	N/A		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	N/A		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	N/A		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	N/A		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		

9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	N/A		
9.3	The vehicle logbooks had been maintained and updated	Compiled		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Compiled		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Compiled		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	N/A		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	N/A		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	N/A		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	N/A		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	N/A		
12.2	A time analysis had been carried out on the loans in arrears	N/A		
12.3	The loan balances in arrears for over one year had been settled	N/A		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	N/A		
13.2	The control register for general deposits had been updated and maintained	N/A		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	N/A		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	N/A		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	N/A		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	N/A		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N/A		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	N/A		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Compiled		
16.2	All members of the staff have been issued a duty list in writing	Compiled		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Compiled		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Compiled		

17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Compiled		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Compiled		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Compiled		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Compiled		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Compiled		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Compiled		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Compiled		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Compiled		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	N/A		

6.4 Annexure I – Organization Chart



DEPARTMENT OF CULTURE



7.0

Ministry of Health and Indigenous Medicine and Probation and Childcare Services

7.1 Ministry of Health

7.2 Department of Health Services

7.3 Department of Indigenous Medicine

7.4 Department of Probation & Childcare Services

7.1 Ministry of Health, Indigenous Medicine and Probation & Childcare Services, Northern Province

Expenditure Head No: 413

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Health constitutes an integral part of human development. The availability of an accessible and affordable healthcare system is essential for enabling good healthcare to the population of the country.

The Ministry aims to improve the health and well-being of the people of Northern Province through a high-quality and comprehensive healthcare system which is effective, efficient, responsive, affordable, equitable and accessible to all in the country.

It also aims to provide Indigenous medical services to the people through curative and preventive diseases. Its shared vision is to deliver healthcare facilities to all citizens through the system of indigenous medicine. All necessary Sidha drugs are produced both at provincial and national level.

Child rights need to be protected since they are the basic fundamental rights of children. The Ministry endeavors to enforce fundamental rights and promote dignity for all children.

The Mission of the Ministry is sought to be achieved by close coordination of the various departments of the Ministry, which are listed below.

- I. Department of Health Services, Northern Province
- II. Department of Indigenous Medicine, Northern Province
- III. Department of Probation and Childcare Services, Northern Province

While the Department of Health Services is responsible for implementation of national and provincial level programmes for control of communicable and non-communicable diseases, hospitals and other health institutions, the Department of Indigenous Medicine takes care of promotion of indigenous systems of medicine such as Traditional, Ayurveda, Unani, Siddha and ongoing research in indigenous medicine. Department of Probation and Childcare Services is responsible to provide equal opportunities for unprotected children, victims of abuse and children in conflict with the law, while creating favorable environment for them through protection of child rights by providing legal, financial, physical and technical assistance.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Healthier society for sustainable development.

b) Mission

Contributing towards sustainable development by systematically empowering present and future human resource with physical and mental health.

c) Objectives

- ❖ Establishment of proper financial, planning and managerial methods and creating new policies and develop them.
- ❖ Extension of policies, implementing and monitoring inter departments belong to the ministry.
- ❖ Uplifting of physical infrastructures in undeveloped areas.
- ❖ Integrated of provincial subject activities with national level.
- ❖ Creating policies, guidelines and standards to establish health maintenance system in regional basis.
- ❖ Ensures all the sectional employee's activities with National Proficiency Standards. Ensures to get high quality performance for everybody in the sector, applying good appraisal and permanent systems while providing good Health services.
- ❖ Implementing provincial policies based with National policies.

- ❖ Identifying the unlawful activities occurring under the health sector and finding proper solutions for them.

1.3. Key Functions

- ❖ Providing guidelines on formal financial, administration and planning to ensure performance of fulfilling the requirement of the general public with integrated Provincial Director of Health Services, Commissioner of Indigenous Medicines and Commissioner of the Probation & Child Care.
- ❖ Establishing a control system on financial management.
- ❖ Preparing five years' strategic plans for all Departments in the Ministry.
- ❖ Integrated with central government Health Ministry to obtain allocation and cadre amendments.
- ❖ Integrated with central government Health Ministry to provide scholarship for the officers, who are working in the sector.
- ❖ Obtaining funds for the development activities from the funding agencies.
- ❖ Obtaining funds from the donors and organizing and implementing development projects, which will be implemented where the people who were affected due to ethnic conflicts.
- ❖ Implementing relevant activities to achieve the goals of the Health Centres and Children's Homes through providing assistance and guidelines.
- ❖ Researching the data which shall be helpful for the development work.
- ❖ Observation and integrated progress of the western and traditional health activities.
- ❖ To obtain department services successfully, using information communication technology.

1.4. Organizational Chart - *Annexed*

1.5. Departments under the Ministry / Main Divisions of the Department

Main Divisions of the Ministry:

- Administration division
- Finance Division
- Planning Division

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

- Department of Health Services, Northern Province
- Department of Indigenous Medicine, Northern Province
- Department of Probation and Childcare Services, Northern Province

1.7. Details of the Foreign Funded Projects (if any) - Not Applicable

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

Following admin related matters were carried out in the year 2023:

S. No	Designation	Appointment	Confirmation	Promotion	Retirement	Absorption	Transfer in	Transfer out
1.	Health Service Assistant		84	227	25	280		
2.	School Medical Officer		10	03	08			
3.	Public Health Inspector		04	31	04		02	02
4.	Public Health Field Officer		02	13	01			
5.	Public Health Midwife		11	150	07			

6.	Nursing Officer	262	145	154	08	05	32	40
7.	Attendant		10	47	14	33		
8.	Dispenser	06	18	13	03		03	06
9.	Medical Laboratory Technician	03	05	02			05	07
10.	Psychiatric Social Worker	01	02	01			07	05
11.	Radiographer	02	07	03		02	05	08
12.	Physiotherapist	03	08	04			04	04
13.	Prosthetist & Orthotist	01	03	01			02	04
14.	Pharmacist	03	11	05	01		02	03
15.	Ordinary Labourer		02	01		12		
16.	Masseur					01		
17.	Ayurveda Attendant					06		
Total		281	322	655	71	339	62	79

- The service minutes were prepared and got the approval for the following cadres.
 - Hospital overseer (PL 3)
 - Supra Amendment (MT 6)
 - ECG, EEG recordist (MT 4)
- As part of the International Fisheries Day, a mobile medical camp was organized on 2023/12/19 by the Provincial Department of Health Services together with Provincial Department of Indigenous Medicine for fishermen at Kurunagar Fishing Harbour Complex. In this medical camp Hon'ble Fisheries Minister K. N. Douglas Devananda, Secretary of Northern Provincial Health Ministry, Provincial Commissioner of Indigenous Medicine, Medical Officers and Ayurvedic Medical Officers were present. Fishermen and local people participated and benefited in this medical camp.
- To mark Anti-Bribery Week, Secretary of the Ministry of Health Mr.K.Kanakeswaran conducted an awareness seminar to the staff of the Ministry on 2023/12/14..
- The Northern Province Ministry of Health has participated in the 2022 Accounts Competition under the category of Ministries, Departments and Local Governments for Provincial Administration at the annual awards ceremony for the best annual reports and accounts by The Association of Public Finance Accountants of Sri Lanka (APFASL). The awarding ceremony held on 2023.12.04 at Colombo Bandaranaike Memorial International Conference Hall.
- Adventure based team building and capacity development programme was organized in Kithulgala, Hatton for Health Ministry staff in September 2023.

2.2 Challenges

- ❖ Northern Province greatly affected by Dengue Outbreak and more than 3,000 people in Northern Province affected by Dengue fever in 2023.
- ❖ Several cadre vacancies exist for all the three departments come under this Ministry and cadre positions have not been revised for a long period. This greatly affect the service delivery by the institutions.
- ❖ Development works under PSDG project were affected due to limited release of funding in the year 2023.
- ❖ Price escalation of fuel, electricity and construction materials severely affected the development project activities.

2.3 Future Goals

- ❖ Increase of electricity bills greatly increased the recurrent expenditure of Hospitals in Northern Province. In order to reduce the expenditure, more attention will be paid on installing solar panels in the hospitals.
- ❖ Funds will be allocated for establishing and strengthening a Provincial Training Centre in Myliddy for health sector.

- ❖ More resources will be engaged on increasing cultivations from the Ayurvedic Herbal gardens and producing medicines.
- ❖ More number of Sidha paying units and sales centres will be established.
- ❖ More focus will be on maintenance of vehicles, buildings and equipment of all the institutions comes under the purview of the Ministry.
- ❖ Strengthen the vulnerable families to reduce institutionalization of children and increase family reunification through the Department of Probation.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2022	Previous Year 2021	
	Revenue Receipts				
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		51,550,026	46,113,909	ACA-3
	Deposits		64,122	553,404	ACA-4
	Advance Accounts		2,419,100	3,116,185	ACA-5/5(a)
	Other Main ledger Receipts		-	0	
	Total Non-Revenue Receipts (B)		54,033,248	49,783,498	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		54,033,248	49,783,498	
	Remittance to the Treasury (D)		626	250,919	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		54,032,622	49,532,579	
	Less: Expenditure				
	Recurrent Expenditure				
41,500,000	Wages, Salaries & Other Employment Benefits	5	37,119,382	38,557,760	ACA-2(ii)
11,574,000	Other Goods & Services	6	9,627,197	7,298,882	
500,000	Subsidies, Grants and Transfers	7	305,420	331,986	
	Interest Payments	8		0	
200,000	Other Recurrent Expenditure	9	163,530	199,957	
53,774,000	Total Recurrent Expenditure (F)		47,215,529	46,388,585	
	Capital Expenditure				
210,000	Rehabilitation & Improvement of Capital Assets	10	209,383		ACA-2(ii)
290,000	Acquisition of Capital Assets	11	289,991	-	
	Capital Transfers	12	-	-	
	Acquisition of Financial Assets	13	-	-	



	Capacity Building	14	-	-	
	Other Capital Expenditure	15	-	-	
500,000	Total Capital Expenditure (G)		499,374		
	Deposit Payments		64,122	599,204	ACA-4
	Advance Payments		2,564,374	3,867,971	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		2,628,496	4,467,175	
	Total Expenditure I=(F+G+H)		50,343,399	50,855,760	
	Balance as at 31st Decemember J=(E-I)		3,689,223	(1,323,181)	
	Balance as per the Imprest Adjustment Statement		3,689,223 -	(1,323,181)-	ACA-7
	Imprest Balance as at 31st December		3,689,223	(1,323,181)	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	35,802,283	37,652,869
Financial Assets			
Advance Accounts	ACA-5/5(a)	5,971,822	5,826,547
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		41,774,105	43,479,416
Net Assets / Equity			
Net Worth to Treasury		5,971,822	5,826,547
Property, Plant & Equipment Reserve		35,802,283	37,652,869
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	-	-
Imprest Balance	ACA-3	-	-
Total Liabilities		41,774,105	43,479,416

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.) 2022	Previous Year (Rs.) 2021
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	101,536	2,261,748
Imprest Received	51,550,026	46,113,909
Recoveries from Advance	232,300	236,918
Deposit Received	50,422	538,879
Total Cash generated from Operations (A)	51,934,284	49,151,454
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	43,607,602	42,533,921
Subsidies & Transfer Payments	305,420	331,986
Expenditure incurred on behalf of Other Heads	5,000,000	3,000,000



Imprest Settlement to Treasury	626	250,919
Advance Payments	2,492,000	2,500,000
Deposit Payments	64,122	599,204
Total Cash disbursed for Operations (B)	51,469,770	49,216,030
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	464,514	(64,576)
<u>Cash Flows from Investing Activities</u>		
Interest	-	5,886
Dividends		
Divestiture Proceeds & Sale of Physical Assets	34,860	58,690
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	34,860	64,576
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	499,374	-
Total Cash disbursed for Investing Activities (E)	499,374	-
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(464,514)	64,576
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>	-	-
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	0	-
Opening Cash Balance as at 01st January 2022	-	-
Closing Cash Balance as at 31st December 2022	-	-

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection - Not Applicable

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	53774		47215.53	88%
Capital	500	-	499.37	100%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000



Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6112	Machinery and Equipment	35,702.28	35,702.28		
6113	Intangible assets	100.00	100.00		

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Progress of the Achievement to date		
		100% - 90%	75% - 89%	50% - 74%
01.	Increase the lifespan of the vehicle and equipment due to proper maintenance	✓		
02.	Improve the quality of work and teamwork by staff motivation programmes	✓		
03.	Reduction of complaints received from staff and visitors due to mistakes	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No.	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% -74%	75% - 100%
01.	3. Ensure healthy lives and promote well-being for all at all ages	3.1	- Maternal mortality ratio - Proportion of births attended by skilled health personnel			✓
02.		3.2	- Under-five mortality rate - Neonatal mortality rate			✓
03.		3.3	- Number of new HIV infections per 1,000 uninfected population, by sex, age and key populations - Tuberculosis incidence per 1,000 population - Malaria incidence per 1,000 population - Hepatitis B incidence per 100,000 population - Hepatitis B incidence per 100,000 population			✓
04.		3.4	- Mortality rate attributed to cardiovascular disease, cancer, diabetes or chronic respiratory disease - Suicide mortality rate			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Economic crisis of the country increased the malnourished effects among the mother and children. However, government has taken several efforts to overcome these issues, such as maternal and neonatal mortality, malnutrition among population.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	08	07	01
2	Territory	02	02	00



3	Secondary	34	34	00
4	Primary	11	07	04
	Total	55	50	05

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

It was not affected much, since the shortage is less. However, the existing vacancies on Office Employment Services cadre affected on delivering / collecting documents / letters to / from various institutions on time.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
01.	Green Productivity	01	01 Days			Local	
02.	Quality Circles and KAIZEN	01	01 Days			Local	
03.	Web Based Applications	03	06 Days			Local	
04.	Maintenance of Personal File	10	02 Days			Local	
05.	Powers & Functions of PCS	09	02 Days			Local	
06.	Advance Techniques in MS Word & Excel	02	06 Days			Local	
07.	Disciplinary Procedure	01	03 Days			Local	
08.	Establishment Code I & II	06	06 Days			Local	
09.	Vehicle Management Techniques	01	02 Days			Local	
10.	Salary Conversion	06	06 Days			Local	
11.	Benefits and Privileges of Public Officers	01	02 Days			Local	
12.	Procurement Procedure and Contract Administration CIPPCA	01	06 Months			Local	
13.	Preliminary Inquiry & Disciplinary Procedures	01	02 Days			Local	
14.	RTI Act	02	04 Days			Local	
15.	Writing Skill for Public Servants	02	20 Days			Local	
16.	General English for public servants	03	20 Days			Local	

Chapter 07 - Compliance Report



No	Applicable Requirement	Compliance Status (Complied /Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non- compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Others	-		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		

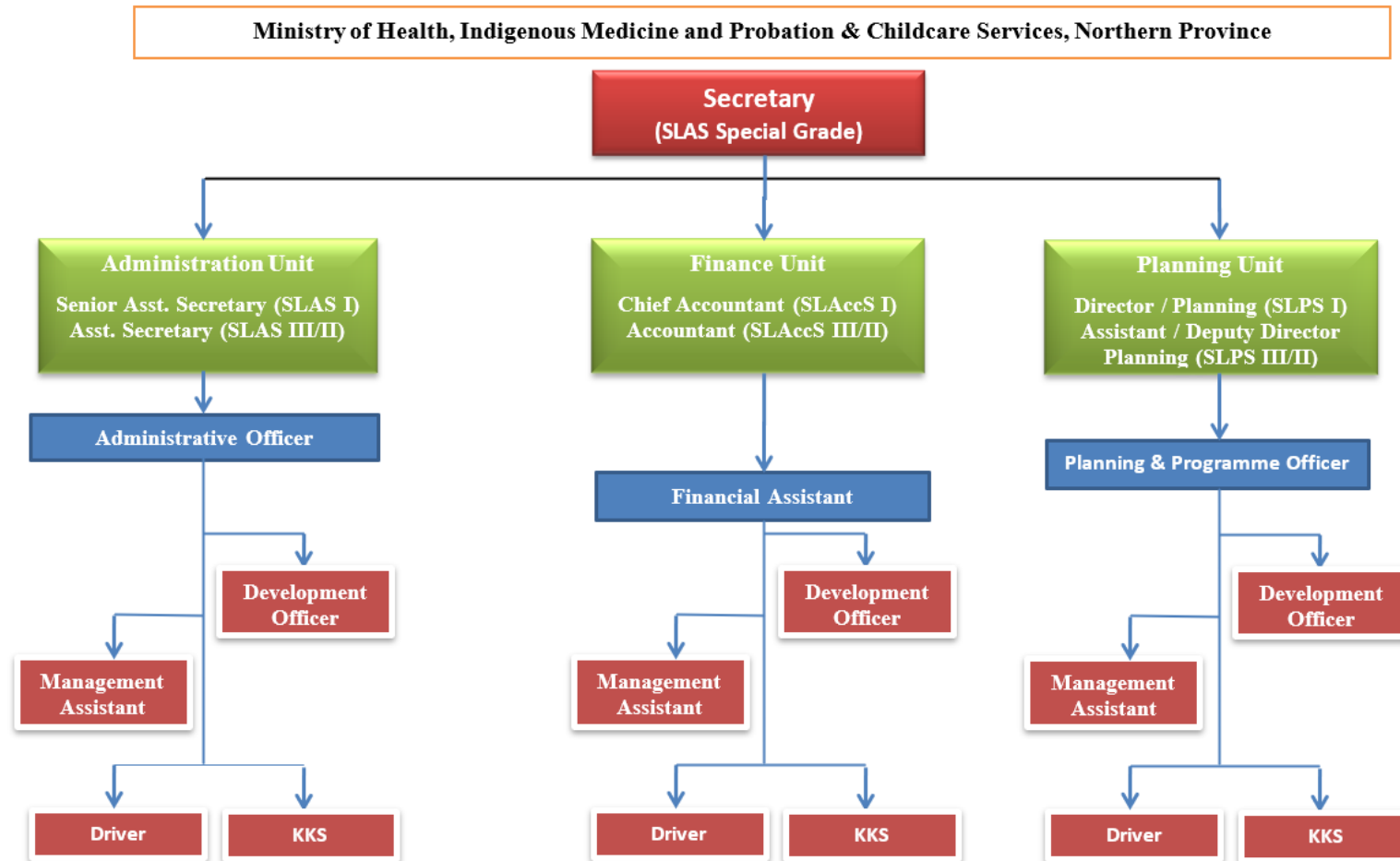


6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD			
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task			



14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371			
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly			
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations			
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account			
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176			
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176			
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified			

7.1 Annexure I – Organization Chart



MINISTRY OF HEALTH

7.2 Provincial Department of Health Services, Northern Province

Expenditure Head No: 450

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Department of Health Services - Northern Provinces has the overall responsibility for the promotive, preventive, curative, rehabilitative, and palliative healthcare services of the Northern Province. Five Offices of the Regional Directors of Health Services administer the regional healthcare services of the province namely, Jaffna, Kilinochchi, Mannar, Mullaitivu and Vavuniya. The Functions of PDHS and RDHSs are multifaceted but focused on delivering healthcare services to the people of the province and the respective regions. Also, the PDHS and RDHS do planning, implementing and delivering of services, development, maintenance, logistics management, coordination horizontally and vertically with line ministry, monitoring, evaluation, reporting, etc.

Details of Health Institutions in Northern Province

RDHS Region	Jaffna	Mannar	Vavuniya	Mullaitivu	Kilinochchi	Northern Province
Curative Care Institutions						
Teaching Hospitals (Under Line Ministry)	1	0	0	0	0	1
District General Hospital	0	1	1	1	1	4
Base Hospital Type A	2	0	0	1	0	3
Base Hospital Type B	2	1	1	2	1	7
Divisional Hospital	23	9	9	7	7	55
Primary Medical Care Unit	17	11	7	9	4	48
Total	45	22	18	20	13	118
Preventive Care Institutions						
MOH	14	5	4	6	4	33
Anti-Malaria Campaign	1	1	1	1	1	5
District Respiratory Diseases Control Unit	1	1	1	1	1	5
Sexually Transmitted Infections Clinic	1	1	1	1	1	5
Adolescent Dental Clinics	2	1	2	-	-	5
School Dental Clinic	14	4	6	3	3	30
GHC	55	40	31	42	48	216
Total	88	53	46	54	58	299

1.2. Vision, Mission, Objectives of the Institution

a) Vision

A community without disease burden, contributing towards physical, mental and social wellbeing of the province.

b) Mission

Achieving attainable health status by providing curative, preventive, promotive and rehabilitative healthcare services of high quality responding to peoples' needs fairly and equitably to contribute towards national health targets.

c) Objectives

- ❖ To establish and develop Health Surveillance and Information System at Provincial and district level.
- ❖ To ensure and organize curative health services of standard quality.
- ❖ To ensure the availability of comprehensive health services in each district of Northern Province.

- ❖ To rehabilitate and reconstruct health facilities on priority basis.
- ❖ Improve the nutritional status of the vulnerable groups.
- ❖ To ensure the sustainability of projects and programmes.
- ❖ To promote health and quality of life by preventing and controlling disease, injuries and disabilities.
- ❖ To ensure the better financial management for the benefit of the health sector of province.
- ❖ To improve the capacity and proper deployment of competent Health care workforce.
- ❖ To coordinate and facilitate all stakeholders in the health sector to achieve the national and provincial goals for health.

1.3 Key Functions

Co-ordinate the health activities among districts with all Regional Directors of Health Services.

- ❖ Ensure uninterrupted service delivery through the health in situations in the province by timely, adequate supply of Drugs, Dressings, Equipment and consumables.
- ❖ Ensure provision of primary healthcare services to the population in the province including the returnees and internally displaced population.
- ❖ Organize activities of prevention of communicable diseases such as Dengue, Malaria, TB, Sexually Transmitted Diseases (STD) and Rabies.
- ❖ Co-ordinate with health policy matters at the provincial level and provide technical assistance in making decisions.
- ❖ Make link between Provincial Ministries, Provincial Authorities and Line Ministries.
- ❖ Ensure better financial management for the benefit of the health sector of the province.
- ❖ Organize ways and means of inventory control and ensure periodic board of surveys annually.
- ❖ Organize disposal of unserviceable and obsolete items and grant write off authority.
- ❖ Implementation, supervision, monitoring & evaluation of Annual
- ❖ Implementation Programme and other Capital Programmes.
- ❖ Ensure the quality services rendered by implementing quality assurance.
- ❖ Improve the clinical training facilities and ensure the regular staff training.
- ❖ Attend for the public complaints promptly and ensure the investigations and disciplinary actions are carried out properly.
- ❖ Make effort to fulfil the vacancies of the institutions.
- ❖ Maintain Health Sector Database including sectoral at las for the Health Sector, Northern Province)
- ❖ Create better environment to improve ability and efficiency of the health staff.
- ❖ Regulate private health sector facilities within the province and coordinate with Central Ministry.

1.4 Organizational Chart - *Annexed*

1.5 Departments under the Ministry / Main Divisions of the Department

- I. Northern Province is equipped with an extensive network of health care institutions. Primary (Primary Medical care Institutions and Divisional Hospitals) and Secondary (Base Hospitals and District General Hospitals) healthcare institutions (Hospitals) in the curative sector, preventive (Medical Officers of Health, Anti Malaria Campaign, Sexually Transmitted Infections clinics, District Chest Clinics, School Medical Office and School Dental clinics) and rehabilitative care institutions (Prosthetics & Orthotics Centres, Regional Alcohol Rehabilitations Centres, and Medium Stay Mental Health Institutions – ‘Kudil’) are coming under the purview of the Provincial Health Department of Northern Province. The Line Ministry of Health, Colombo manages the only Tertiary care health institution of North, the Teaching Hospital, Jaffna.

- II. In Northern Province, the Department of Provincial Health Services is under the Ministry of Health, Indigenous Medicine, and Probation & Childcare Services.
- III. The Provincial Director of Health Services (PDHS) is the Head of the Provincial Department of Health Services. The administration of Health Services of the Northern Province is decentralized to five districts, under the Regional Directors of Health Services, who are responsible for the provision of health services in their respective districts. The RDHS area is geographically like the administrative units of District Secretariats. The Medical Officers of Health (MOH) are mainly responsible for the preventive care of their respective Divisional Secretariat divisions and the Directors, Medical Superintendents (MS) Divisional Medical Officers and Medical Officers- In-Charge (MOICs) are the heads of the District General Hospitals, Base Hospitals, Divisional Hospitals, and Primary Medical Care Units respectively.
- IV. In addition to these institutions there are many other institutions established in all the districts under the purview of the RDHS to manage supplies, administration, finance, etc. Regional Medical Supply Division (RMSD), General Stores, Admin Branch, Finance Branch, district heads of various Programmes, Bio Medical Engineering unit, Maintenance Unit are few of them.
- V. <Under Each MOH there are several Gramodhaya Health Centres where the routine Clinic Services of preventive care, such as Well Baby Clinic, Ante Natal Clinic, Well Women Clinic, etc are held. Many of these clinics are functioning in their own building. But still, some are functioning in the Private or other public buildings.
- VI. Besides all of these, one Teaching Hospital is functioning in Jaffna District which is coming under the Line Ministry of Health.

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

- Provincial Specific Development Grant (PSDG)
- Criteria Based Grant (CBG)
- Primary Healthcare System Strengthening Projects (PSSP) funded by WB
- UNICEF
- Ministry of Health (Colombo)

1.7 Details of the Foreign Funded Projects (if any)

- a. **Name of the Project** : Primary Healthcare System Strengthening Project (PSSP)
- b. **Donor Agency** : World Bank
- c. **Estimated Cost of the Project**: Rs. 1,444.00 Mn in 2023
- d. **Project Duration** : 5 years (From 2019 to 2023)

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

The Health Department is the second-largest department in the province. This is entirely a service sector where the services are provided free to the public.

Health care is providing continuous and 24X7 services. Especially most of the Hospitals never rests. In addition to the nonstop nature of the service, the Health Department and its services expand continuously. New Units established, new technologies added, new equipment commissioned or updated, new programs introduced, increasing service demand from the public, etc occur in the sector. But this department mostly does not generate any revenue. The health sector always spends money. But the Country promises free health care since the British rule.

Due to the protracted civil war in this region, most of the institutions under the health department are not developed for more than 35 years in all aspects, such as human resources, infrastructure, etc.

The catch-up development is still needed in many regions and many institutions. But the inadequate allocations, human resource issues slow the development progress of the sector.

Preventive health also suffers from a shortage of staff and vehicles.

In this difficult situation, the allocation of funds is also inadequate. Therefore, many needed infrastructure developments are not met for several years. Most of the cadres in the sector need to get appointments from the Line Ministry of Health. The allocation during each appointment is not adequate to fill the existing vacancies. Further, the cadre is also not updated according to the present need.

But, with all these shortcomings the health sector in the province is running in commendable standards. Many new achievements are made in various institutions.

The Northern Province has utilized/spent the total sum allocated under PSSP within the given period in 2023. Likewise, we have achieved many targets in the PSSP with the limited staff.

Even though the infrastructure facilities are limited, human resource shortage strangles we did provide the services in more than the minimum acceptable level of quality and quantity. In some fields, our care is more than imaginable.

For the fund almost all the districts were managed to get funds through line ministry channels, especially through their respective District Secretaries. This help eases part of the financial burden and many districts have obtained the new buildings and much major equipment through these funds.

2.1 Special Achievements

2.1.1 Human Resource

Human resource is the main limitation the Provincial health services is facing for more than a decade. The approved cadre in almost all category are not adequate to deliver the standard service quality. Further to this limitation in many categories, a large proportion of vacancies are existing.

Appointments in 2023

No	Category of Staff	Appointment -2023
1	Medical Officers	150
2	Nursing Officer	151
3	Health Entomology Officer	04
4	MLT	06
5	Occupational Therapist	03
6	Radiographer	05
7	HSA	93
8	OES	01
Total Appointment		413

2.2 Challenges

- ❖ Human resource is the major challenge in the province. Most health institutions are functioning with a minimum number of human resources. The new cadre has not been approved by MSD for a long time.
- ❖ the consultants are inadequate to the province especially permanent Consultants who are not available at DGH Mullaitivu.
- ❖ Residential facilities for Medical Officers and Nursing Officers are not adequate.
- ❖ Primary Care Institutions are struggling to implement and achieve the Disbursement Link Indicators (DLI) under PSSP due to the non-availability of Nursing Officers.
- ❖ Allocation of funds are inadequate for the maintenance of capital assets in the health sector.
- ❖ Recurrent allocation is not adequate and not usually updated per the service expansion and special needs.
- ❖ Increasing trend of diseases such as IHD, Stroke, Cancer, Diabetes Mellitus and respiratory condition such as Bronchial Asthma.

2.3 Future Goals

- ❖ Reduce the major incidence of communicable diseases and control the leptospirosis and dengue outbreak in the province.



- ❖ Reduce the Premature mortalities caused by Non-Communicable Diseases by increasing the investigations and screening for NCDs at Healthy Life Style Centres through PSSP project and achieving the DLIs targets.
- ❖ Improve the anaemia among children and pregnant mothers.
- ❖ Reduce the Maternal and Perinatal Mortality Rate by improving ANC care at the MOH level and obstetric care at the hospital level.
- ❖ Ensure the availability of quality care required for the healthy growth and development of children.
- ❖ Increases patient satisfaction by improving the quality of care in the secondary and tertiary health care services.
- ❖ Expand the Digital Health Information System in all health care institutions.
- ❖ Increase the satisfaction of public on Primary level health care services in rural areas by improving basic facilities of Primary Medical Care Institutions.
- ❖ Improve the infrastructure facilities of all health institution in all districts
- ❖ Providing adequate and decent residential facilities for all health staff.
- ❖ Getting approval of additional cadre and to fill existing vacancies of especially Medical Offices and Nursing Officers.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance

ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	- Revenue Receipts		Actual (Rs.)		
	- Income Tax	1			ACA-1
	- Taxes on Domestic Goods & Services	2			
	- Taxes on International Trade	3			
	- Non-Tax Revenue & Others	4			
	- Total Revenue Receipts (A)				
	Non-Revenue Receipts				
11,631,315,836	Treasury Imprest		11,153,387,983	9,319,330,475	ACA-3
	Deposits		2,000,736,328	1,639,158,171	ACA-4
110,000,000	Advance Accounts		115,343,583	128,841,364	ACA-5/5(a)
	Other Receipts				
11,741,315,836	Total Non-Revenue Receipts (B)		13,269,467,894	11,087,330,009.43	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		13,269,467,894	11,087,330,009	
	Remittance to the Treasury (D)		79,194,283	53,270,346	
	Less: Expenditure				
	Recurrent Expenditure				
7,883,456,200	Wages, Salaries & Other Employment Benefits	5	7,847,202,683	7,567,599,270	ACA-2(ii)
2,006,982,500	Other Goods & Services	6	1,963,875,352	1,301,980,083	
11,117,900	Subsidies, Grants and Transfers	7	10,498,106	9,252,388	
-	Interest Payments	8		-	
4,800,000	Other Recurrent Expenditure	9	4,289,247	3,786,772	



Performance Report - 2023, Northern Province

9,906,356,600	Total Recurrent Expenditure (F)		9,825,865,388	8,882,618,513	
	Capital Expenditure				
57,105,000	Rehabilitation & Improvement of Capital Assets	10	6,365,255	19,433,162	
223,149,000	Acquisition of Capital Assets	11	103,587,367	116,412,857	
-	Capital Transfers	12		-	ACA-2(ii)
-	Acquisition of Financial Assets	13		-	
-	Capacity Building	14		-	
1,444,705,236	Other Capital Expenditure	15	1,440,282,844	549,335,099	
1,724,959,236	Total Capital Expenditure (G)		1,550,235,466	685,181,117	
	Deposit Payments		1,973,876,912	1,639,048,598	ACA-4
130,000,000	Advance Payments		122,902,923	95,997,841	ACA-5/5(a)
	Total Main Ledger Expenditure (H)		2,096,779,835	1,735,046,439	
	Total Expenditure I = (F+G+H)		13,472,880,689	11,302,846,069	
	Imprest Balance as at 31 st December J= (E-I)		(282,607,078)	(268,786,406)	
	Balance as per the Imprest Adjustment Statement		(282,607,078)	(268,786,406)	ACA-7
9,859,743,885	Imprest Balance as at 31 st December			-	ACA-3

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	10,211,754,194	6,745,599,976.63
Financial Assets			
Advance Accounts	ACA-5/5(a)	228,699,549	221,140,208.20
Cash & Cash Equivalents	ACA-3		
Total Asset		10,440,453,743	6,966,740,184.83
Net Assets / Equity			
Net Worth to Treasury		138,031,806	157,197,180.02
Property, Plant & Equipment Reserve		10,211,754,194	6,745,599,976.63
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	90,667,743	63,943,028.18
Imprest Balance	ACA-3		-
Total Liabilities		10,440,453,743	6,966,740,184.83

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		-
Total Tax Receipts		-
Fees, Fines, Penalties and Licenses		-
Profit		-
Non-Revenue Receipts		-
Revenue Collected on behalf of Other Revenue Heads	1,997,134,724	62,297,821
Imprest Received	11,153,387,983	9,319,330,475
Recoveries from Advance	8,834,768	7,727,884
Deposit Received	48,787,008	1,634,863,754



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Total Cash generated from Operations (A)	13,208,144,483	11,024,219,935
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	9,493,873,508	8,549,054,698
Subsidies & Transfer Payments	10,498,106	9,252,388
Finance Costs - Imprest Settlement to Treasury	79,194,283	53,270,346
Advance Payments	118,062,501	86,550,000
Deposit Payments	1,964,767,604	1,636,819,417
Total Cash disbursed for Operations (B)	11,666,396,002	10,334,946,849
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	1,541,748,481	689,273,087
Cash Flows from Investing Activities		
Interest	20,003	50,505
Dividends		-
Divestiture Proceeds & Sale of Physical Assets	1,483,132	1,412,271
Recoveries from On Lending		-
Total Cash generated from Investing Activities (D)	1,503,135	1,462,775
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	1,543,251,616	690,735,863
Total Cash disbursed for Investing Activities (e)	1,543,251,616	690,735,863
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(1,541,748,481)	(689,273,087)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c)+(f)		
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (h)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Change in Deposit Accounts and Other Liabilities		
Total Cash disbursed for Financing Activities (i)		
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(h)-(i)		
Net Movement in Cash (k)=(g)-(j)		-
Opening Cash Balance as at 01st January 2023		-
Closing Cash Balance as at 31st December 2023		-

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection - Not Applicable

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	9,299,000,000.00	9,906,356,600.00	9,825,865,388.00	
Capital	1,719,500,000.00	1,724,959,236.45	1,550,235,466.00	

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Not Applicable



3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
611-614	Fixed Assets	10,151,969,941.06	20,423,508,388.00		

3.9 Auditor General's Report**

Auditor General's Report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators (2023)	Actual output as a percentage (%) of the expected output		
		100% -90%	75% -89%	50% -74%
1	Maternal mortality rate (2020)		√	
2	Children under-five mortality rate			√
3	Neonatal mortality rate			√
4	HIV incidence rate per 1,000 population	√		
5	TB incidence rate per 1,000 population		√	
6	Malaria incidence per 1,000 population	√		
7	Rabies - Number of deaths due to human rabies	√		
8	Leprosy - Number receiving treatment for leprosy per year	√		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

Sri Lanka is well known and commended in many arenas for achieving higher health standards with smaller investments in health. Northern Province also contributed to this achievement. Sri Lanka has already achieved many targets in SDG Goal 3 which covers mainly Health Sector.

Therefore, the targets in SDG Goal 3 are readjusted for Sri Lanka to a lower value than the indicator shown in the main document.

Unfortunately, these newly assigned targets specific to Sri Lanka were not achieved fully up to date. We have shown only a marginal improvement in many indicators. Especially in the Northern Province. This is mainly we have to show the improvement at very lower levels of indicators which by nature very difficult to achieve and need more effort and investment.

Compared to Sri Lanka's achievement Northern Province's performance is still lagging behind in many indicators. The reason for this is low human resources in the health sector of the North. This is the direct result of an inadequate allocation and unfair sharing of HR. More than this the main cause for this drawback is the prevailing poverty, unemployment in the province. Which is worst in Mullaitivu and Kilinochchi and also in Jaffna

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	2. Ensure healthy lives and promote well-being for all at all age	3.1	Maternal Mortality Rate			√
		3.2	Under 05 mortality rates		√	
		3.3	Case Detection Rate of Tuberculosis			√

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievement:

In considering the Maternal Mortality, Infant and neonatal mortality and many aspects of nutrition-related indicators of the province have shown greater improvement mainly due to the hard work of the staff in the sector.

Challenges:

- ❖ As explained earlier, achieving improvement at lower levels need more effort and more investment.
- ❖ Also, the cadre in health sector for the North are not revised considering the service exigency and the cadre reduction done in 2009. This affects the improvement and expansion of services in health sector. A request for a major cadre revision is still waiting for approval. And the country's current economic environment does not permit about the cadre revision in the recent future.
- ❖ Also, there is more than 25% of vacancies in the system and in some categories, it is more than 75%. This affects a lot in the service quality.
- ❖ For some category, especially the Consultants appointment, Nurses recruitment a need for in-depth revision is needed to solve the crisis the North facing for longer period.
 - With all these shortcomings it is difficult to achieve further improvement in Targets of SDG Goal 3 in Northern Province.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	1,190	1,027	163
2	Tertiary	129	79	50
3	Secondary	3,379	3,024	355
4	Primary	4,337	3,007	1,330

6.2 **Briefly state how the shortage or excess in human resources has been affected the performance of the institute

Generally, the shortage affects the quality of healthcare provided to the public and patients. As the healthcare system functions 24X7 throughout the year the shortage prevents expanding services. Due to the shortage both by vacancies and long gap in cadre revision the impact is gradually increasing day by day.

6.3 Human Resource Development

Many training programs are planned for the year 2023. But, due to economic crisis of the country we were forced to cancel many pieces of training.

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Assisting Mental Health Clients by MHSA for Attendants, HSAs in Psychiatry units in NP (Group-I)	20	14 days			Local	20 Staff trained
02	Assisting Mental Health Clients by MHSA for Attendants, HSAs in Psychiatry units in NP (Group-II)	21	14 days			Local	21 Staff trained
03	TOT on Recovery and Wellbeing for selected Master Trainers (Session-III)	18	04 Days			Local	18 Staff participated
04	General English for Public Servant	01	20 Days				01 Staff trained
05	Writing skills for Public Servant (English)	03	20 Days				03 Staff trained for Training
06	2 nd Language training (Sinhala)	02	25 Days (150h)				02 Staff to be trained
07	Training on Store Management	01	03 Days				01 Staff participated
08	Training for the PHIs in NP (Group-I)	45	01 Day				45 Staff participated



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09	Training for the PHIs in NP (Group-II)	40	01 Day				40 Staff participated
10	Training for the PHIs in NP (Group-III)	50	01 Day				50 Staff participated
11	Training for the Drivers working in NP	100	01 Day				100 Staff participated
12	Training for the Drivers working in NP	90	01 Day				90 Staff participated
13	Acute & Latent failures in Patient Care and Discussion of current issues	100	01 Day				100 Staff participated
14	Workshop on health planning for selected health staff in NP	80	02 Days				80 Staff participated

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Meeting of the SEAR PHC forum- Thematic Working Groups	01	03 days			Abroad (Bangladesh)	01 Staff trained (Dr.M.Umashankar)
02	Project and risk management in public works	01	21 days			Abroad (India)	01 Staff trained (Mr.V.Maheswaran)

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied / Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	-		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		



2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0 Delegation of functions for financial control (FR 135)				
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0 Preparation of Annual Plans				
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	-		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0 Audit queries				
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0 Internal Audit				
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0 Audit and Management Committee				
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0 Asset Management				
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0 Vehicle Management				
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		

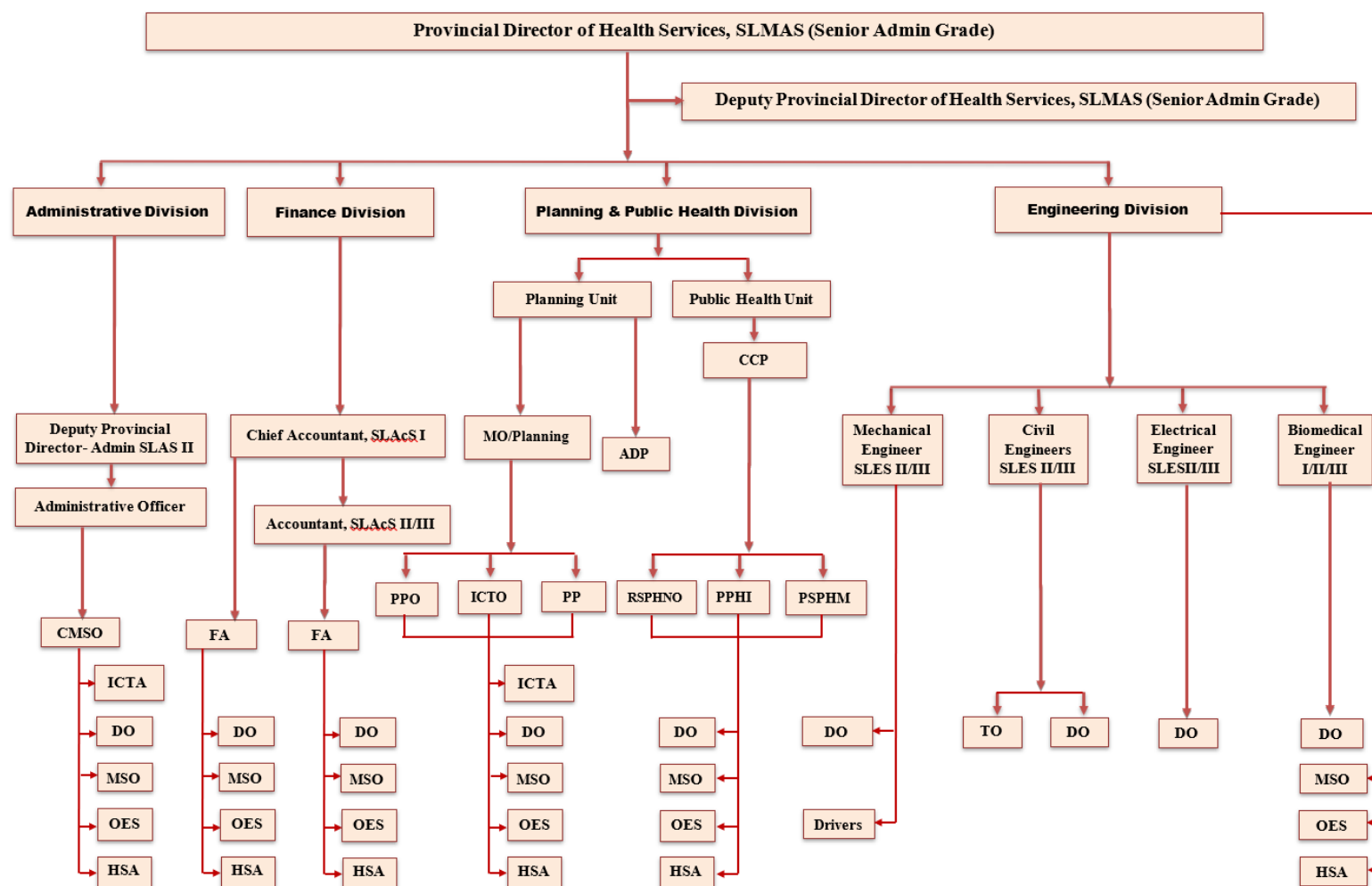


9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0 Management of Bank Accounts				
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0 Utilization of Provisions				
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0 Advances to Public Officers Account				
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0 General Deposit Account				
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control registers for general deposits had been updated and maintained	Complied		
14.0 Imprest Account				
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the Imprest account had been reconciled with the Treasury books monthly	Complied		
15.0 Revenue Account				
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0 Human Resource Management				
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	-		
17.0 Provision of information to the public				
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0 Implementing Citizens Charter				
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0 Preparation of the Human Resource Plan				



19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Not Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Not Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

7.2 Annexure I – Organization Chart



DEPARTMENT OF HEALTH

SLMAS – Sri Lanka Medical Administrative Services

SLAS- Sri Lanka Administrative Services

SLMS- Sri Lanka Medical Services

SLAcS- Sri Lanka Accountant Services

SLPS- Sri Lanka Planning Services

SLICTS- Sri Lanka Information Communication Technology Services

PPO- Planning & Programming Officer

PPHI- Provincial Public Health Inspector

DO- Development Officer

HAS- Health Service Assistant (Ordinary/Junior)

BMT- Bio Medical Technician

RSPHNO- Regional Supervising Public Health Nursing Officer

MSO - Management Services Officer

CMO- Chief Management Services Officer

TO- Technical Officer

FA- Financial Assistant

OES- Officer Employee Service

7.3 Provincial Department of Indigenous Medicine

Expenditure Head No: 451

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Department of Indigenous Medicine is one of the stakeholders in delivering Health Care Services in Northern Province based on the aim of developing the Indigenous Medicine in Northern Province to attain Systemic qualities in order to achieve National and Global recognition.

The development of the system is focusing on five major thrust area which are Providing Curative Health Care services, Preventive & Promotive Health Care services, Conservation & Promotion of Medicinal Plants, Promotion and standardization of medical production and Conservation of Traditional Medicine. There are thirty-four curative centres, thirty-four preventive centres (Community Medical Units), mainly six herbal gardens and a Drug Manufacturing Unit functioning under the governance of this department. Besides, there are sixty-three Siddha Free Dispensaries are also administered by the local authorities

Curative Service are provided through outdoor, indoor and clinics with treatment specialties such as yoga, panchakarma, external manipulation therapies, acupuncture, corn therapy and cupping therapy. In addition to that, special therapies on payment basis have been started in later part of 2022 and expanded in 2023 to overcome the shortfalls of service. Moreover, Siddha Medicines Sales Centres also have been established to improve the service quality. Preventive & Promotive Health Care Services are rendered related to nutrition improvement, preventing NCD, conserving traditional medical system and conserving medicinal plants programmes through Community Medical Units. Drug Manufacturing Unit is producing 75 varieties of medicines and supplying to satisfy the needs of the hospitals under PDIM. And also, these medicines are sold to Local Government and in Siddha Medicines Sales Centres. Herbal gardens are providing raw herbal materials for drug manufacturing and special therapies and, herbal nurseries are provided to the public to promote community herbal cultivation and usage of herbs. Nearly 345,456 and 269,653 visits of patients were recorded in PDIM and Local Government respectively in the year 2023.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Traditional health system which contributes to sustainably developed province through physically, mentally, spiritually, economically and socially healthy population.

b) Mission

Strengthening the health service delivery of Northern provincial People through Traditional, Siddha, Ayurveda, Unani and other alternative system fairly and equitably by adopting curative, preventive & promotive health care services, conservation and promotion of traditional system and standardization of indigenous medical products with professionalism and participatory approach.

c) Objectives

General Objectives

To develop the indigenous medicine of northern province to attain systemic qualities in order to achieve national and global recognition.

1.3. Key Functions

- Providing curative care service through Ayurveda Hospitals.
- Providing support services for Indigenous Medicine-Herbal Garden, Drug production, Supply centres
- Providing preventive and promotive health care through Community Medical service at village and school level.

- Enhance knowledge of Traditional Physicians, Government Ayurveda Medicals Officers on present trend of Indigenous Medicine through training programs.
- Safeguard manuals of Indigenous Medicine from destruction through reprinting them.
- Collections & Research the formulas of Traditional Medicine which proved effective.
- Regulate Private hospital & Drug production & Marketing agencies.

1.4. Organizational Chart - Annexed

1.5. Departments under the ministry / Main Divisions of the Department

1.5.1. Main Divisions of the department

- Administration Unit
- Special Project Unit
- Community Medical Unit
- Planning Unit
- Hospital Unit
- Provincial Medical Supply Unit
- Finance Unit

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

1.6.1. Institutions under the department

- District Coordinating Office
- Base / District Siddha Hospitals
- Rural Siddha Hospitals
- Central Siddha Dispensaries
- Community Medical Units
- Herbal Gardens
- Drug Manufacturing Unit

2. District Ayurveda coordinating office

No		Total	Name of the Institution
01	District Ayurveda Coordinating office	05	District Ayurveda Coordinating office - Jaffna
02			District Ayurveda Coordinating office - Kilinochchi
03			District Ayurveda Coordinating office - Mullaitivu
04			District Ayurveda Coordinating office - Vavuniya
05			District Ayurveda Coordinating office - Mannar

2. Curative centres

No	Curative centres	Total	Name of the Institution
1	Base / District Siddha Hospitals	05	Base Siddha Hospital – Vavuniya, Sivapuram.
2			Base Siddha Hospital – Kilinochi, Kumarapuram.
3			District Siddha Hospital – Mannar, Naruvilikulam.
4			District Siddha Hospital–Mullaitivu, Puthukudiyiruppu.
5			District Siddha Hospital – Jaffna. (With Paying Unit)
6	Rural Siddha Hospitals	13	Rural Siddha Hospital – Kodikamam, Jaffna.
7			Rural Siddha Hospital – Pandatharippu, Jaffna.
8			Rural Siddha Hospital – Karaveddy, Jaffna.
9			Rural Siddha Hospital – Tellipalai, Jaffna.
10			Rural Siddha Hospital – Cheddikulam, Vavuniya.
11			Rural Siddha Hospital – Eratperiyakulam, Vavuniya.
12			Rural Siddha Hospital – Kanagarayankulam, Vavuniya.
13			Rural Siddha Hospital – Kalmadunagar, Kilinochchi.
14			Rural Siddha Hospital – Yogapuram (Mallavi), Mullaitivu.
15			Rural Siddha Hospital – Mulliyavalai, Mullaitivu.

16			Rural Siddha Hospital – Thalvupadu, Mannar.
17			Rural Siddha Hospital – Pallamadu, Mannar.
18			Rural Siddha Hospital – Pesalai, Mannar.
19	Central Siddha Dispensaries	16	Central Siddha Dispensary – Navakiari, Jaffna.
20			Central Siddha Dispensary – Keerimalai, Jaffna.
21			Central Siddha Dispensary – Araly, Jaffna.
22			Central Siddha Dispensary – Karainagar, Jaffna.
23			Central Siddha Dispensary – Kayts, Jaffna.
24			Central Siddha Dispensary – Pointpedro, Jaffna.
25			Central Siddha Dispensary – Maruthankeny, Jaffna.
26			Central Siddha Dispensary – Velanai, Jaffna.
27			Central Siddha Dispensary – Delft, Jaffna.
28			Central Siddha Dispensary – Vavuniya Town, Vavuniya.
29			Central Siddha Dispensary – Madukantha, Vavuniya.
30			Central Siddha Dispensary – Madu, Mannar.
31			Central Siddha Dispensary – Kilinochchi.
32			Central Siddha Dispensary – Visuvamadu, Mullaitivu.
33			Central Siddha Dispensary – Welioya, Mullaitivu.
34			Central Siddha Hospital – Nainamadu, Vavuniya
Total			34

3. Preventive centres

No	Preventive centres	Total	Name of the Institution
01	Jaffna	32	CMO unit -Delft
02			CMO unit - Island North - Kayts
03			CMO unit - Island South - Velanai
04			CMO unit - Jaffna
05			CMO unit - Nallur
06			CMO unit - Karainagar
07			CMO unit - Valikamam South West - Sandilipay
08			CMO unit - Valikamam West - Cankanai
09			CMO unit - Valikamam South - Uduvil
10			CMO unit - Valikamam North - Tellippalai
11			CMO unit - Valikamam East - Kopay
12			CMO unit - Vaamaradchi South West - Karaveddy
13			CMO unit - Vaamaradchi North - Point Pedro
14			CMO unit - Vaamaradchi East - Maruthankeni
15			CMO unit - Thenmaradchi - Chavakachcheri
16	Kilinochchi	05	CMO unit – Poonagary - 01
17			CMO unit – Karachchi - 02
18			CMO unit – Palai - 01
19			CMO unit – Kandawalai - 01
20	Mullaitivu	01	CMO unit - Puthukudijiruppu
21			CMO unit - Mariamapatru
22			CMO unit - Manthai East
23			CMO unit - Thunukai
24			CMO unit - Oddusuddan
25			CMO unit - Welioya - 01
26	Vavuniya	04	CMO unit - Vavuniya Town
27			CMO unit - Vavuniya South
28			CMO unit - Vavuniya North

29			CMO unit - Cheddikulam
30	Mannar	05	CMO unit - Mannar town
31			CMO unit - Nanaddan
32			CMO unit - Musali
33			CMO unit - Madu
34			CMO unit - Manthi West
Total			34

4. Herbal gardens

No		Total	Name of the Institution
01	Herbal Gardens	07	Herbal gardens - Navakiri, Jaffna.
02			Herbal gardens - Araly, Jaffna.
03			Herbal gardens - Thirunelvely, Jaffna.
04			Herbal gardens - Kalmadunagar, Kilinochchi.
05			Herbal gardens - Nedunkerni, Vavuniya.
06			Herbal gardens - Kodikamam - Ushan, Jaffna.

5. Drug manufacturing unit

No		Total	Name of the Institution
01	Drug Manufacturing Unit	01	Provincial Indigenous Medicine Production Unit, Atchuvely.

1.7 Details of the Foreign-Funded Projects (if any)

Name of the Project : Implementations of the Entrepreneurial School Garden Programme - Northern Province

Donor Agency : - Food and Agriculture Organization of the United Nations

Estimated Cost of the Project : - Rs. 645,720.00

Project Duration : - 05.06.2023 to 31.12.2023

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

5.1. Special Achievements

❖ *Stepped forward to the New Year 2023*

The official ceremony to mark the commencement of duties of the department held on 02nd January 2023 - the first working day of the year 2023 with the participation of all officers at 9.00 a.m. This auspicious event was inaugurated by hoisting National Flag and singing National Anthem simultaneously. Subsequently, Oath of public servants was read aloud. Then the Provincial Commissioner delivered short speech on the government policy and the programme introduced to overcome the present challenges and the contribution of the public servant in achieving the said objectives in order to motivate them.

❖ **Completion of infrastructure demand under PSDG fund**

Description	Number	Place
Construction of Administration block	02	District Siddha Hospitals, Mullaitivu at Puthukudiyiruppu
		Rural Siddha Hospitals, Pandatherippu
Improvement work at hospital	01	District Siddha Hospital, Jaffna at Atchuvely, Jaffna
Construction of hospital	01	Siddha Rural Hospital Kilinochchi

❖ **Completion of improvement work under Annual Maintenance fund**

Description	Place
Supplying and fixing Electric Panel board	Drug Manufacturing Unit, Athchuvely
Improvement Work	Central Siddha Dispensary, Araly
Repairing Quarters	Rural Siddha Hospital, Kilinochchi (90% completed)

Improvement of Waste facilities	Rural Siddha Hospital, Kilinochchi
Repairing Works	DSH Kilinochchi
Improvement work of pipe lining	Herbal Garden, Kalmadunagar

❖ **Submitted proposals to relevant authorities.**

Name of the proposal	Submitted to
Supply of machinery to Drug Manufacturing Unit - Atchuvally	Deputy Chief Secretary - Planning

❖ **Herbal Garden Revenue January to December – 2023**

Herbal Garden	FREE		SALES (Rs.)
	Supply to DMU For Medicine Preparation	Supply to other institutions & public	
	Value Rs.	Value Rs.	
Navakkiri	440,614.00	71,450.00	195,881.00
Thirunelvely	106,535.00	7,100.00	77,800.00
Araly	188,585.00	-	139,385.00
Nainamadu	181,364.00	10,350.00	8,550.00
Kalmadunagar	751,279.10	49,050.00	105,915.00
RSH Karaveddy	-	-	7,600.00
BSH Vavuniya	-	4,784.00	15,530.00
Total	1,668,377.10	142,734.00	550,661.00

❖ **Revenue from Paying Unit January to December - 2023**

District	Hospitals	OPD	Indoor	Sales Centre	Revenue Total
Jaffna	DSH / Atchuvally	7,210,163.77	6,471,159.11	1,875,089.81	15,556,412.69
	RSH / Kodikamam	-	-	6,310.00	6,310.00
Kilinochchi	DSH / Kilinochchi	168,807.00	-	148,610.50	317,417.50
Total		7,378,970.77	6,471,159.11	2,030,010.31	15,880,140.19

❖ **Revenue from Drug Manufacturing Unit January to December - 2023**

Se.No	Issue for reason	Date	Amount
01	Prathesa shabha - Karainagar	15.02.2023	42,330.00
02	Womens Day Programme at Siddha Central Dispensary – Karainagar	15.03.2024	8,195.00
03	Sales in <i>Ayur Ex</i> Colombo – 2023	21.04.2023	2,560.00
04	Prathesa shabha - Valikamam Southwest	18.05.2023	179,505.00
05	Prathesa shabha - Thunukkai	24.05.2023	23,907.00
06	Sales to Indian High Commission	03.08.2023	248,440.00
07	Ministry of Health, Planning Unit – Northern Province	07.08.2023	62,927.00
08	Valikamam southwest prathesa shabha	25.09.2023	165,010.00
Total			732,874.00

❖ **Opening of Siddha Medicines Sales Centre – Kilinochchi**

A Siddha Medicines Sales Centre was opened at District Siddha Hospital – Kilinochchi on 4th of January 2023 in a way of expand the service of Sales of Siddha Medicine to the public and private practitioners.

❖ **Handedover the Subbiah Ramalingam Memorial Siddha Hospital**

Subbiah Ramalingam Memorial Siddha Hospital at Uduvil was built by Mrs.Ananthavalli family and Ramalingam family as commemoration of their farther and doneted to the Department of Indigenous Medicine on 28.06.2023.

❖ **Ceremonial Opening of OPD & Admin block Rural Siddha Hospital – Pandatherippu**

Newly constructed OPD & Admin block under the PSDG was ceremonially opened on last 14th of August 2023. The building was opened by Mrs.S.Mohananathan - Secretary of the Ministry of Health, Indigenous Medicine and Probation and Child Care Services – Northern Province.

❖ **Launching Magazine “PARIHAARI - II”**

The DVD of second Magazine “PARIHAARI- II” Launched on 14th of August 2023 at the occasion of ceremonial opening of OPD & Admin block of Rural Siddha Hospital pandatherippu.

It was launched by Dr.Mrs.S.Mohanathan – Seceretary, Ministry of health and the DVDs were provided to some of the guests.

The Provincial Commissioner of Indigenous Medicine in her speech mentioned that all could be benefitted by uploading this magazine in the official website of Northern Province.

➤ **Packing mechine doneted to DMU by sannithiyan achchiramam**

Packing machine value of 0.1 Mn was doneted to Drug Manufacturing Unit by Sannithiyaan Achchiramam on 30.03.2023.

❖ **Indigenous Medical Service at Elders Home – Kaithady**

In a way of extending the services of Provincial Department of Indigenous Medicine, a health care service was commenced on 22nd of May 2023 at ‘ Elders Home ‘ – Kaithady to promote the health of the elders though Indigenous Medicine.

Taking care of elderly is one of the response of every one. In this way Rural Siddha Hospital – Kodikamam started to provide service to the elderly people who are in the guardianship of

Elders Home. Thenmaraddchi Community Medical Officers who have been attached to Rural Siddha Hospital- Kodikamam take major role in providing medical checkup, advices regarding health and treatment to the elders during weekdays.

❖ **Placing Statue of Saint Agasthiyar Drugs Manufacturing Unit -Atchuvely**

A statue of saint Agasthiyar was newly placed at Drugs Manufacturing Unit - Atchuvely on 24th of May – 2023.

The machine operator of Drugs Manufacturing Unit donated the statue of saint Agasthiyar and it was placed on the front part of the compound of Drugs Manufacturing Unit.

❖ **Prepared CD on Traditional Food preparation under Entrepreneurial School Garden Programme**

Provincial Department of Indigenous Medicine, Northern Province prepared a visual on trditional food preparation with great support of Food & Agriculture Organization of United Nation for the Entrepreneurial School Garden Programme in a way of creating awareness on essential of traditional foods and their preparation among school society.

Main meals, snacks and drinks which are practiced traditionally among the tamil community are illustrated in this video. It is expected to change the food habit among the students and parents, and let them know about the essential of cultivation and maintinance food crop.

❖ **Prepared ‘Siddha Marunthu Seimurai Thokuppu’ – Book of ‘Collection of Siddha Medicine Preparations’**

Provincial Department of Indigenous Medicine prepared a soft copy of Siddha Marunthu Seimurai Thokuppu – Book of ‘Collection of Siddha Medicines preparations’ which are prepared in Drug Manufacturing Unit – Achchuveli. It helps to sustain the quality and safety of medicines which are supplied throughout the province.

❖ **Celebration of Siddhar Day - 2023**

Siddha day was celebrated on 9th of January - 2023 at Siddha institutions under the Provincial Department of Indigenous Medicine – Northern Province.

Saint Agasthiyar is considered as the father of Siddha Medicine and his birthday is celebrated every year as Siddha Day on the day of Star Ayilyam.

According to that in 2023, District Siddha Hospital – Jaffna, District Siddha Hospital – Mullaitivu, Drugs Manufacturing Unit – Achchuvely and Rural Siddha Hospital & Herbal Garden - Kalmadunagar celebrated this Siddha Day devoutly.

At District Siddha Hospital – Jaffna statue of Saint Agasthiyar was placed newly and further formalities were done on this day.

❖ Mobile Medical Service – Kurunagar

A mobile medical service was held at community Centre Kurunagar by Rural Siddha Hospital- Thellipallai 4th of January 2023. It is planned to continue weekly in a way of providing service to the public in Jaffna. A particular welfare society of that area named 'United Front' arranged & provided the infra-structure facilities for this mobile service. Around 20 public benefited by receiving medical service.

❖ Supply of herbal nurseries District Siddha Hospital - Kilinochchi

Alliance Finance Company PLC has handed over 53 herbal nurseries and planted at District Siddha Hospital - Kilinochchi on 21st of February -2023

❖ Mobile Medical Service – Vavuniya

Provincial Department of Indigenous Medicine and Indian High Commission jointly organized a Free Siddha Medical Camp at Sri Ramapuram Thirugnanasampanthar Vidyalaya – in Vavuniya District on 29th of July 2023. Around 175 Beneficiaries were benefited in this Medical Camp.

❖ Mobile Service in North Province Ayurveda Medical Council - Health Ministry

A mobile service was conducted by Ayurvedic Medical Council in Northern Province. It was arranged in a way of providing services to the registered doctors and those who are waiting for the registration as traditional practitioners.

It held in Vavuniya, Kilinochchi, Mannar and Jaffna districts on 18.07.2023, 19.07.2023 (Kilinochchi, Mannar) 20.07.2023 respectively.

All the arrangements were made by Provincial Department of Indigenous Medicine – Northern Province to carry out this mobile service in Northern Province.

The following services were provided through this mobile service to the doctors.

1. Issuing ledgers medical certificate.
2. Issuing medical identity cards.
3. Issuing copy of Ayurvedical medical Council certificate.
4. Issuing vehicle pass.
5. Renewal of Ayurvedic Medical Council certificate.

In addition to that, oral examination was held in Jaffna & Vavuniya for the applicants who are expecting registration for the traditional practitioners.

Totally around 17 applicants faced in this oral examination and around 150 doctors benefited by this mobile service.

❖ Ayur Ex Colombo – 2023 the International Medicine, Educational Exhibition & Trade Fair

Provincial Department of Indigenous Medicine - Northern Province participated in Ayur Ex Colombo – 2023 The International Medicine, Educational Exhibition & Trade Fair at BMICH Colombo on 08th to 10th of September 2023. It occupied a stall in this exhibition to exhibited and sell siddha Medicines which were prepared in provincial Siddha Drug Production Unit, Publications and activities.

❖ Scientific Mapping at Delft Island

Provincial Department of Indigenous Medicine, Northern Province jointly made a field visit with unit of Siddha Medicine University of Jaffna to Delft Island and conducted scientific mapping to identify the diversity of medicinal plants.

This field visit was organized by Humedica International Lanka to develop a comprehensive and scientific document on flora, fauna, natural & historical unique assets in a way of uplifting the overall living standards of Delft Island.

❖ Training on Bee Keeping

A Training programme on bee keeping was held at Herbal Village – Kalmadunagar on 21st of September – 2023 at 9.00 am. Mr.S.Niroshan – Small Enterprise Divisions Officer – Divisional Secretariat Kandavalai was participated as resource person.

Benefits of honey and bees, brief account of bees in bee hive, life cycle of bees, factors which should be considered in bee keeping and equipment needed for bee keeping were discussed in this training.

In addition to that the practical session was held on catching bees at Periyakulam in which diversity of bees is high.

Around 30 individuals including medical officers' other officers from herbal village, Kalmadunagar and public participated in this training.

❖ International Women's Day - 2023

International Women's Day – 2023 was celebrated by Provincial Department of Indigenous Medicine – Northern Province on 8th of March 2023 at Centre Siddha Dispensary – Karainagar.

Awareness programmes were conducted on healthy life style of women based on the important stages of their life through Indigenous Medicine by Community Medical Officers. Traditional doctors were honored in this event and further more nurseries of herbs also provided to the guests. Secretary Ministry of Health, Indigenous Medicine and Probation and Childcare Services, Commissioner & Deputy Commissioner - Provincial Department of Indigenous Medicine Northern Province, Assistants Divisional Secretary of Karainagar, Retried Post Master of Karainagar, Preschool Coordinator of Karainagar Division, Ayurvedic Coordinating Officer – Jaffna, Medical Officer of Provincial Department of Indigenous Medicine Northern Province Community Medical Officers, Women and public highlighted this occasion.

2.2 Challenges

- i. Herbal gardens are functioning without approved cadre for garden laborer
- ii. Drug Manufacturing Unit is preparing Siddha medicines to fulfill the demand of the province with inadequate human resources due to inadequate approved cadre.
- iii. Hospitals are running with minimum human resource.
- iv. Head Office is carrying out its all function in temporary building with minimum facilities.
- v. Hospitals are functioning with restricted facilities. Particularly medical Equipment & Furniture.
- vi. Official works of Head Office are functioning with minimum number of computers and other relevant electrical equipment.
- vii. Herbal gardens are running with limited facilities – Specially equipment and drying yard
- viii. Lack of storing facilities and inadequate machinery & furniture for Provincial Siddha Medicines Production Unit
- ix. There is a major challenge due to the entry of elephants in Herbal Garden – Kalmadunagar

2.3 future goals

- i. Infrastructure Strengthening
- ii. Expanding paying system throughout the province
- iii. Expanding Herbal Garden and increasing revenue
- iv. Strengthening Special therapies
- v. Strengthening preventive service

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 STATEMENT OF FINANCIAL PERFORMANCE

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	-	-	
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	

	Non-Revenue Receipts		-	-	
	Treasury Imprests		520,218,903	473,325,019	ACA - 3
	Deposits		3,468,779	11,004,397	ACA - 4
	Advance Accounts		6,470,188	6,664,723	ACA - 5
	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		530,157,870	490,994,139	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		530,157,870	490,994,139	
	Remittance to the Treasury (D)		2,065,348	3,180,583	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		528,092,522	487,813,556	
	Less: Expenditure				
	Recurrent Expenditure				
306,800,000.00	Wages, Salaries & Other Employment Benefits	5	293,231,286	294,013,474	ACA-2(II)
173,940,000.00	Other Goods & Services	6	166,226,225	128,576,320	
630,000.00	Subsidies, Grants and Transfers	7	559,552	864,961	
-	Interest Payments	8	-	-	
1,950,000.00	Other Recurrent Expenditure	9	1,122,425	1,250,360	
	Total Recurrent Expenditure (F)		461,139,488	424,705,115	
	Capital Expenditure				
500,000.00	Rehabilitation & Improvement of Capital Assets	10	500,000	-	ACA-2(II)
85,239,700.00	Acquisition of Capital Assets	11	84,938,957	52,216,814	
	Capital Transfers	12	-	-	
	Acquisition of Financial Assets	13	-	-	
	Capacity Building	14	-	-	
	Other Capital Expenditure	15	-	-	
85,739,700.00	Total Capital Expenditure (G)		85,438,957	52,216,814	
	Deposit Payments		6,722,527	20,642,140	ACA-4
	Advance Payments		6,823,083	7,458,228	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		13,545,610	28,100,368	
	Total Expenditure I=(F+G+H)		560,124,055	505,022,297	
	Balance as at 31st December J=(E-I)		(32,031,533)	(17,208,741)	
	Balance as per the Imprest Adjustment Statement		(32,031,533)	(17,208,741)	ACA-7
	Imprest Balance as at 31st December		-	-	ACA-3
			(32,031,533)	(17,208,741)	

3.2 STATEMENT OF FINANCIAL POSITION

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	677,580,597	657,622,249
Financial Assets			
Advance Accounts	ACA-5	14,277,072	13,924,176
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		691,857,669	671,546,425
Net Assets / Equity			
Net Worth to Treasury		9,923,612	6,316,968
Property, Plant & Equipment Reserve		677,580,597	657,622,249



Rent and Work Advance Reserve			
Current Liabilities			
Deposits Accounts	ACA-4	4,353,460	7,607,208
Imprest Balance	ACA-3	-	-
Total Liabilities		691,857,669	671,546,425

3.3 STATEMENT OF CASH FLOWS

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	17,957,841	2,587,561
Imprest Received	520,218,903	473,325,019
Recoveries from Advance	477,620	377,678
Deposit Received	868,474	7,382,836
Total Cash generated from Operations (A)	539,522,838	483,673,094
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	439,427,260	400,388,243
Subsidies & Transfer Payments	-	864,961
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	2,065,348	3,180,583
Advance Payments	6,500,000	6,798,363
Deposit Payments	6,722,527	20,642,140
Total Cash disbursed for Operations (B)	454,715,135	431,874,290
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	84,807,703	51,798,804
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	631,254	418,010
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	631,254	418,010
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	85,438,957	52,216,814
Total Cash disbursed for Investing Activities (E)	85,438,957	52,216,814
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(84,807,703)	(51,798,804)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-



NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2022	-	-
Closing Cash Balance as at 31st December 2022	-	-

3.4 NOTES TO THE FINANCIAL STATEMENTS: - The Financial Statement submitted

3.5 PERFORMANCE OF THE REVENUE COLLECTION: – Not Applicable

3.6 PERFORMANCE OF THE UTILIZATION OF ALLOCATION

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	483,320,000.00		461,139,487.85	95.4%
Capital	85,739,000.00		85,438,956.92	99.6%

3.7 IN TERMS OF F.R.208 GRANT OF ALLOCATIONS FOR EXPENDITURE TO THIS DEPARTMENT/ DISTRICT SECRETARIAT/ PROVINCIAL COUNCIL AS AN AGENT OF THE OTHER MINISTRIES/ DEPARTMENTS –
Not Applicable

3.8 PERFORMANCE OF THE REPORTING OF NON-FINANCIAL ASSETS

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as At 31.12.2023	Balance as Per financial Position Report as At 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6141	Land	56,426,911.82	56,426,911.82		
6111	Building & Structure	449,108,257.30	449,108,257.30		
6112	Machinery & Equipment	87,062,321.79	87,062,321.79		
6113	WIP	84,983,105.81	84,983,105.81		
	Total	677,580,596.72	677,580,596.72		

3.9 AUDITOR GENERAL'S REPORT**

** The final Audit Report has not been received yet

Chapter 04 - Performance Indicators

4.1 PERFORMANCE INDICATORS OF THE INSTITUTE (BASED ON THE ACTION PLAN)

S.No	Specific Indicators	Progress		
		100% - 90%	75% - 89%	50% - 74%
1	No of Visits of Patient reported	(√) (615,109)		
2	No Hospital available in Northern Province (Own Place)	(√) 26		
3	Amount of provision of equipment & furniture	(√) 39%		

CHAPTER 05 - PERFORMANCE OF THE ACHIEVING SUSTAINABLE DEVELOPMENT GOALS (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S.No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	3. Good Health and Well Being	3.4	Percentage increase of Number of Beneficiaries who follow healthy food habit			(√) (42,600)
02		3.8	Increased No of Medicine supplied by Provincial Drug Manufacturing unit			(√) (75)

5.2 BRIEFLY EXPLAIN THE ACHIEVEMENTS AND CHALLENGES OF THE SUSTAINABLE DEVELOPMENT GOALS

ACHIEVEMENTS

- ❖ Healthy food habit programmes were held on nutritious food, according to the seasonal regimen and non-communicable diseases.
- ❖ Annual production of number varieties of Siddha medicines has been increased up to 75 and supplied to the hospitals under PDIM in free of charge and sold to various institutions and public.

Challenges

- ❖ Limited mobility facilities for Community Medical works
- ❖ Difficult in carrying out community medical duties due to covering up duties.
- ❖ Lack of supporting staff to implement the programmes
- ❖ Limited Financial allocation for medicine preparation
- ❖ Inadequate human resource
- ❖ No vehicle facilities for collecting fresh raw materials for medicine preparation from surroundings, such as fresh herbs and milk.
- ❖ Inadequate machineries to enhance the productivity of the unit.

Chapter 06 - Human Resource Profile

6.1 CADRE MANAGEMENT

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	194	156	38
2	Territory	01	01	-
3	Secondary	125	70	55
4	Primary	285	169	116

6.2 **BRIEFLY STATE HOW THE SHORTAGE OR EXCESS IN HUMAN RESOURCES HAS BEEN AFFECTED TO THE PERFORMANCE OF THE INSTITUTE.

There is a major need to fulfil nursing and Ayurvedic pharmacist cadres as there are no existing strength of these posts at present though the cadres have been approved by DMS. Moreover, there are shortfalls in recruitment for Ayurvedic dispenser, measure and attendant when compare to the approved cadres. And also, it is expected that 51 PL I vacant will be originated immediately after promoting the existing staff to the next top service level.

6.3 HUMAN RESOURCE DEVELOPMENT

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Research Methodology - CMO	10	2023.03.10			Local	
02	Writing Skills For Public Servants	01	20 days			Local	
03	General English	01	20 days			Local	
04	Techniques in M.S.Office	04	April 18 – 21, April 25 - 28			Local	
05	Cigas	02	April 03 - 12			Local	
06	Official language - DO	01	150H			Local	
07	Official language - OES	02	100H			Local	
08	Official language - AMO	25	200H			Local	
09	Project proposal writing	02	Apr-20,21,24,25,27,28 May 8,9			Local	

10	Establishment code I,II & Procedural Rules	06	May 29-31 June 14-16			Local	
11	Establishment code I,II& Procedural Rules	06	June 14-16			Local	
12	Salary Conversion	06	May 23-26 & 30-31			Local	
13	Accural basis accounting	05	May 25,26			Local	
14	Maintenance of personal file	06	May 24,25			Local	
15	Benefits and Privileges of public officers	01	May 18,19			Local	
16	Training on government Payroll system	02	May 09-10, 16-18			Local	
17	Internal Audit Techniques	02	May 25, 29-31			Local	
18	Establishment code I,II & Procedural Rules	06	June 14-16			Local	
19	Board of survey	17	June 6,7			Local	
20	Introduction to National Audit Act	01	June 21,22			Local	
21	Maternal and child Nutrition Programme (TOT) for CMO	05	18/07/2023 – 21/07/2023			Local	
22	Maternal Nutrition TOT Programme	10	09/08/2023 – 11/08/2023			Local	
23	Advance Techniques in MS word & Excel	02	Aug 22,23,24,29,31, Sep 1			Local	
24	Ayurveda Orthopaedic Treatment Care Training	01	12.09.2023 – 15.09.2023			Local	
25	Salary conversion	01	Sep - 19,22,26			Local	
26	Techniques in MS Office	03	Sep 12-15, Sep 19-21 & 22			Local	
27	Hijama (Cupping Therapy) and Irshal - e - Alaq (Leech Therapy) for medical officer (Tamil Medium)	01	18.09.2023 – 22.09.2023, 30.10.2023 – 03.11.2023			Local	
28	Bee Keeping Training Programme	05	22.09.2023			Local	
29	EB Training Management service officers	01	Sep 20,21,,26,27 oct- ,4,5,12,17,24,25, oct - 17,24,25			Local	
30	Induction Tr.Programme - New DO	02	Oct 17,19,20,25,26,27,31, Nov - 2,3,7(10days)			Local	
31	Quality circles and Kaizen	01	Oct 18			Local	
32	Interduction training for newly Recruited Dev.Officers	02	Oct 17 - Nov 7			Local	
33	NCD Programme	06	20/11/2023 – 24/11/2023			Local	
34	Training on green productivity	01	14/12/2023			Local	

*Briefly state how the training program contributed to the performance of the institution

Training on various fields is up skilling the officers in a way of performing towards the targets of the department. Language training enhanced the effective communication and writing skills, and provided great confidence in meetings and presentations. Moreover, trainings related to administration, accounting and IT improved the productivity of the department. In addition, technical site capacity development programmes in different categories such research methodology, bee keeping and *Hijama* training improved the quality of service.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	-		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		



6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not Applicable		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		

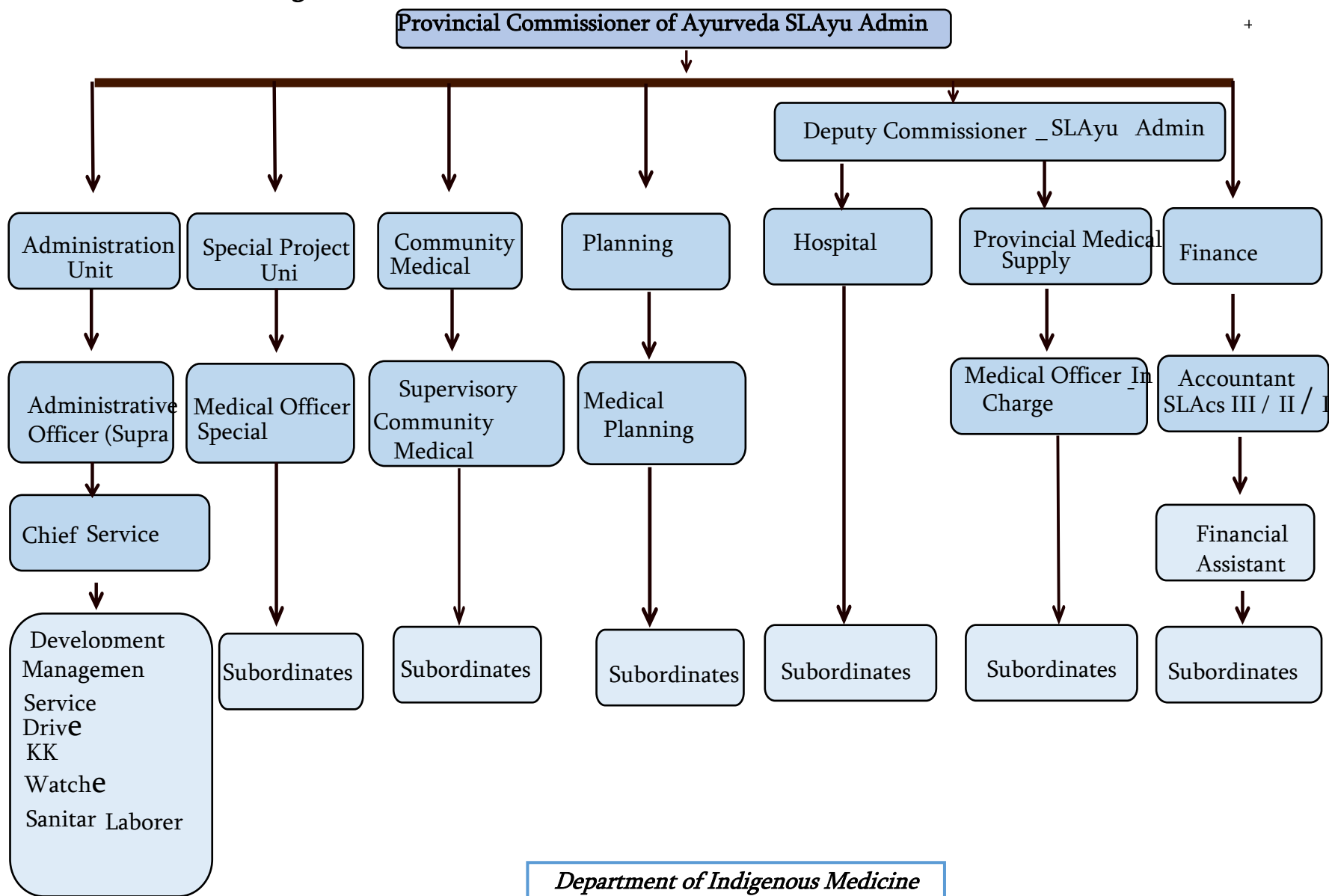


12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Not Complied	Not Suitable	
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Not Complied	Not Suitable	
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Applicable		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Not Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Not Complied	Most of the staff has been trained within 12 hours per year due to economic crisis	



19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Not Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

7.3 Annexure I – Organization Chart



7.4 Department of Probation and Child Care Services, Northern Province

Expenditure Head - 441

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The “Probation System” in Sri Lanka commenced with the probation Ordinance in 1944 to keep offenders under Probation. The Department of Probation and Child Care Services was established on 1st of October 1956 with view of bringing the probation function under its purview.

With the establishment of the Provincial Council system in Sri Lanka, some administrative powers were vested with the Provincial Councils. Hence the North East Provincial Council (NEPC) was constituted on the 5th of December 1988. The Departments under the NEPC functioned in Trincomalee until it was de-merged in 2006.

Accordingly, the Department of Probation & Child Care Services, Northern Province functioned under the Ministry of Rehabilitation, Reconstruction, Buildings and Social welfare since 01.01.2007.

From 01.01.2008 the Department of Probation & Child care services functions under the Ministry of Local Government, Industries, Co-operative Development, Rural Development and social welfare NPC. From 2006 the province was demerged and then the department functions at Varothayanagar New provincial complex under the Ministry of Local Government, Industries, Co-operative Development, Rural Development and social welfare of Northern Province. In 2011 the department shifted to Jaffna with all Northern Province administration moved to Northern Province. A commissioner was appointed to this department on 01.06.2009 for the first time Department also demerges from the department and functions as an independent department and is functioning under the Ministry of Local Government NP. From 2014 the department was brought under the Ministry of Health, Indigenous Medicine and Probation & Child Care service.

1.2 Vision, Mission, Objectives of the Institution

a) Vision

Well Protected Society for Children.

b) Mission

To provide equal opportunities for unprotected children, victims of abuse and children in conflict with the law, while create favourable environment for them through the protection of child rights by providing legal, financial, physical and technical assistance through the implementation of national and provincial policies regarding children.

c) Objectives

- ❖ Ensuring the legal protection for vulnerable children.
- ❖ Assisting the Court to make probation order.
- ❖ Providing and facilitating the foster care system for vulnerable children.
- ❖ Providing rehabilitation and re-socialization of child offenders and providing vocational training for child offenders and institutionalized children.
- ❖ Providing psycho-social support for the vulnerable children.
- ❖ Taking measures to lessen and prevent the number of children likely to breakdown in life due to poverty or other lack of social requirements and preventing the child labour.
- ❖ Taking very lenient and mitigated judicial actions in respect of children; and providing requisite service to needy children.

1.3 Key Functions

The powers, functions and duties of the Department shall be-

- ❖ to take measures for the protection of victims of child abuse and to obtain court order for residential protection for orphaned or deserted children or victims of child abuse;

- ❖ to create an awareness, the right of a child to be protected from abuse and the methods of preventing child abuse and to conduct research relating to the prevention of child abuse ;
- ❖ to take appropriate steps for securing the care and protection of needy children and to provide counselling to children who are not obedient to their parents, irregular to school, stubborn and engaged in anti-social activities;
- ❖ to establish provincial, district or divisional committees and sub-committees thereof to combat the child abuse;
- ❖ to receive complaints from the public relating to child abuse and where necessary to refer such complaints to the appropriate authorities;
- ❖ to provide emergency and other assistance to the child and to admit the needy child to the institutions which provide child care services;
- ❖ to facilitate for the reunification of institutionalized children with their families and provide assistance;
- ❖ to support and facilitate the adoption of child;
- ❖ to hire the service of the legal professionals and non-legal professionals;
- ❖ in relation to a child who is a suspect, offender or in need of care or protection-
- ❖ to report to the court on the suitability of transferring the proceedings;
- ❖ to make recommendation with regard to competence of any foster care;
- ❖ to investigate any matter relating to need of care or protection;
- ❖ to carry out interviews, investigations or inquiries into the facts of the case;
- ❖ to make and submit to the court an interim social report and final social report;
- ❖ to convene institutional case conference or community-based case conference;
- ❖ to undertake the child under the supervision of probation officer
- ❖ to endeavour to identify and resolve relevant issue with a view to compounding the offence alleged against the child;
- ❖ to resource and provide with basic needs including food, water and toilets for the benefit of children who are brought to the Department or probation unit;
- ❖ to provide transport service to every child who is a suspected child offender or in need of care or protection to the court from any institution where he resides and from court back to such institution;
- ❖ to issue license or certificate to the institutions which provide child care services or to grant approval to any service and to supervise and monitor the institutions which provide child care services;
- ❖ to charge or levy any fees for rendering service to the institutions, which provide child care services;
- ❖ to undertake the supervision of the offender and to see that the conditions stipulated in the order under Probation of offenders Ordinance No 42 of 1944 are fully and strictly observed;
- ❖ to visit or receive reports from the offender as such intervals as may be specified in the order, or, subject thereto, as the officer may think fit;
- ❖ to prepare such periodical reports relating to the behaviour and progress of the offender;
- ❖ to advise, assist and befriend the offender under his supervision, and where necessary, to endeavour to secure employment and lodging accommodation for him;
- ❖ to submit all such information relating to the character, antecedents, environment and mental or physical condition of the offender to the court;
- ❖ to prepare a report to the court as to the suitability of the case for supervision under probation and as to the question whether the supervision of the offender can be undertaken by the Probation Officers;
- ❖ to formulate necessary rules of internal administration of the Department

1.4 Organizational Chart: - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

- PSDG
- CBG
- Recurrent
 - Maintenance grant
 - Ad-hoc grant
- Line ministry fund
- Children Day Fund

1.7. Details of the Foreign Funded Projects (if any)

	(a) Name of the Project	(b) Donor Agency	© Estimated Cost of the Project - Rs. Mn	(d) Project Duration
01	Alternative care policy and Implementation (Emergency assistance to vulnerable children for gatekeeping of children from institutionalization)	UNICEF	3.08	06 Months July -December

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution.

2.1 Special Achievements

	Fund	Approved Amount (Mn)	Imprest Received (Mn)	Expenditure (Mn)	% of Expenditure
1	PSDG	65.0	51.042	49.97	97.9
2	CBG	0.50	0.50	0.50	100.0
3	Children-day 2023 fund	5.0	5.0	5.0	100.0
4	Maintenance grant (building)	60.0	0	0	0
5	Ad-hoc grant	7.795		1.465	18.8
6	Line ministry	0	0	0	0

Economic empowerment of vulnerable children under the PSDG

S.NO	Kind of provision	Number of beneficiaries/provisions		Total beneficiaries
		Mullaitivu	Kilinochchi	
1	Animal husbandry	55	18	73
2	Agriculture development	36	06	42
3	Small business development	08	03	11
4	Fisheries	02	-	02
	Total PSDG provision (Mn. Rs)	9.57	3.46	13.03

Protective Measures for Vulnerable Children under the PSDG

	Kind of protective measures	Number of beneficiaries/provisions		Total beneficiaries
		Mullaitivu	Kilinochchi	
1	Sanitary infrastructure	09	06	15
2	House renovation	09	03	12
3	Water facilities	32	17	49
4	Safeguarding	01	-	01
	Total PSDG provision (Mn. Rs)	12.5	6.0	18.5

Educational Enhancement under the PSDG

	Assistance	Total beneficiaries					Total
		Mullaitivu	Kilinochchi	Jaffna	Vavuniya	Mannar	
1	Transport facility	125	104	33	30	37	329
2	Educational kit						2000
Total PSDG provision for transport facility (Mn. Rs.)							13.98
Total PSDG provision for educational kit (Mn. Rs.)							4.00

Reinstating Institutionalized Children by Celebrating International children day-2023

	Activities conducted	Beneficiaries/Participants
1	District wise Sports and games competitions in all 05 districts	1529 institutionalized children
2	District-wise arts and cultural competitions	1529 institutionalized children
3	Awarded Champion cups, Medals and Certificates to winners of competitions	Institutionalized children
4	Conducted final day awarding ceremonies in 05 districts	All institutionalized children, Guests, Probation Officers, DPCCS Staffers & CDC management personals
5	Rewards to special educational achievers	24 institutionalized children
6	Rewards to Provincial and National level achievers	18 institutionalized children
7	Provision of Educational kits	250 institutionalized children
8	Grading Awards to Child Development Centers	08 Child Development Centres
Total Expenditure (Rs. Mn.)		Rs. 5.0 Million

Legal Implementations

	Activities in 2023	NO.
1	Number of children fostered/Admitted at State Receiving Home	21
2	Number of children Given adoption	20
3	Number of adoption interview conducted to select adoptive parents	01
4	Number of new admission in CDCs	165
5	Number of Children Reunified	349
6	Assisted Child related court cases	3423
7	New cases attended	565
8	Total number of CDCs Registered	35
9	CDCs newly registered in 2023	0
10	Number of Day Care Centres	10
11	Newly registered Day Care Centres	0
12	Number of institution given Ad-hoc grant	03
13	Total amount of Ad-hoc grant given	0.955Mn.
14	Number of institution given Maintenance grant	0
15	Total amount of Maintenance grant given	0
16	Number of fit persons	694
17	Number of Fit-persons given with monthly payment	694
18	Number of Fit-persons given with additional payment (Private fund)	565

Achievements for the children of Certified School Atchuvevely - Jaffna
Educational activities

Children are encouraged to continue their educational activities by

- ❖ Conducting personal classes for Maths, Science and English language
- ❖ Special education programs are conducted for slow learners

Mental health development activities

As the children at the school are believed to have not been mentally satisfied in their actions, many kinds of programs are conducted to improve their mental health.

- ❖ Happiness programs are carried out by the dept. with the support of NGOs, conducted various Teambuilding and happiness activity programs.
- ❖ A volunteer counsellor was arranged to have conducted mental rehabilitation of the offender children.

Health Improvement activities

There have been many efforts taken to improve the health status of the children staying at the school.

- ❖ Medical Clinics are conducted once in two weeks by Kopay peripheral hospital.
- ❖ Special treatment needed children are brought to Jaffna Teaching hospital.
- Spiritual Interactions
- ❖ Prayers and Assemblies have been arranged to make children involve in the ritual practices.
- ❖ Children are allowed to have their own religious norms. The schedule to attend their ritual acts is in place, generally everyday mornings, and special ritual ceremonies are celebrated in respect of every religion.
- ❖ Cultural events and special celebrations are celebrated with the active participation of children themselves.

2.2 Challenges

- ❖ Only 78.5 % of the total allocated PSDG fund was released to the department, so 21.5% (in financial terms) of activities planned for the year 2023 couldn't be completed.
- ❖ The uncertainty of releasing PSDG imprest caused delay and mess in carrying out the planned activities in timely manner.
- ❖ 3The relentless hike of materials and service cost due to the country's economic crisis posed some more excess spending than estimated.
- ❖ Unfair rise of transport cost impacted field staffers' activities, so had to be compensated.
- ❖ Not filling the cadre vacancies of caregivers, teachers and counselor has caused great impacts on providing a well service to the offender children admitted at Certified School, Atchuvvely.

2.3 Future Goals

- ❖ Implementing the Alternative Care Policy to 100%.
- ❖ Developing and maintaining digital data base program for all probation and child care services.
- ❖ Improving family like and family-based care practices.
- ❖ Reduce institutionalization of children by 50% within next 05 years.
- ❖ Increase the rate of reunification by 75% through strengthening the socio-economic status and ensuring environmental safety of the children's family within next 05 years.
- ❖ Ensure the implementation of national and provincial ordinances, acts, statutes, policies, rules and regulations in the years to come.
- ❖ Ensure and protect child rights in accordance with CRC by 100%.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance

ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			

	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		237,883,414	183,945,129	ACA-3
	Deposits		3,673,265	3,216,601	ACA-4
	Advance Accounts		4,620,080	6,199,993	ACA-5/5(a)
	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		246,176,759	193,361,723	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		246,176,759	193,361,722	
	Remittance to the Treasury (D)		1,198,511	969,990	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		244,978,248	192,391,733	
	Less: Expenditure				
	Recurrent Expenditure				
102,500,000	Wages, Salaries & Other Employment Benefits	5	99,736,137	101,949,067	ACA-2(ii)
102,060,000	Other Goods & Services	6	41,495,527	32,055,710	
55,800,000	Subsidies, Grants and Transfers	7	50,257,562	43,946,099	
	Interest Payments	8			
200,000	Other Recurrent Expenditure	9	199,403	149,694	
260,560,000	Total Recurrent Expenditure (F)		191,688,629	178,100,570	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10		2,729,715	ACA-2(ii)
954,153	Acquisition of Capital Assets	11	954,153	2,335,927	
64,545,847	Capital Transfers	12	49,527,697	6,177,217	
	Acquisition of Financial Assets	13			
	Capacity Building	14			
	Other Capital Expenditure	15			
65,500,000	Total Capital Expenditure (G)		50,481,850	11,242,859	
	Deposit Payments		4,035,632	2,999,293	ACA-4
	Advance Payments		4,898,405	5,599,836	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		8,934,037	8,599,129	
	Total Expenditure I=(F+G+H)		251,104,516	197,942,558	
	Balance as at 31stDeccember J=(E-I)		(6,126,268)	(5,550,825)	
	Balance as per the Imprest Adjustment Statement		(6,126,268)	(5,550,825)	ACA-7
	Imprest Balance as at 31st December				ACA-3
			(6,126,268)	(5,550,825)	

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	325,769,876	316,331,198
Financial Assets			
Advance Accounts	ACA-5	10,348,061	10,069,737
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		336,117,937	326,400,935
Net Assets / Equity			



Net Worth to Treasury			
Property, Plant & Equipment Reserve		10,137,104	9,496,413
Rent and Work Advance Reserve		325,769,876	316,331,198
Current Liabilities			
Deposits Accounts	ACA-4	210,957	573,324
Imprest Balance	ACA-3		
Total Liabilities		336,117,937	326,400,935

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	1,378,196	1,227,216
Imprest Received	237,883,414	183,945,129
Recoveries from Advance	495,339	603,980
Deposit Received	3,562,171	3,042,195
Total Cash generated from Operations (A)	243,319,120	188,818,520
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	132,981,830	125,003,641
Subsidies & Transfer Payments	50257,562	43,946,099
Expenditure incurred on behalf of Other Heads		
Imprest Settlement to Treasury	1,198,511	969,990
Advance Payments	4,410,000	4,913,000
Deposit Payments	4,054,991	3,004,490
Total Cash disbursed for Operations (B)	192,902,894	177,837,220
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	50,416,226	10,981,300
Cash Flows from Investing Activities		
Interest	42,379	5,875
Dividends		
Divestiture Proceeds & Sale of Physical Assets	21,670	255,510
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	64,049	261,385
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	50,480,275	11,242,685
Total Cash disbursed for Investing Activities (E)	50,480,275	11,242,685
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(50,416,226)	(10,981,300)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)		
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		

NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.02.02	Interest on loan advance to public officers			396,252.00	
2003.99.00	Miscellaneous income			1,397,545.80	
2006.02.02	Sales of capital assets – Others			21,670.00	
	Total			1,815,467.80	

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	259,560,000	260,560,000	191,688,629	74%
Capital	65,500,000	65,500,000	50,481,850	77%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
61111	Dwellings		3,940,000		
61112	Nom residentia building		206,408,537		
61113	Other Structure		7,266,662		
61121	Transport Equipment		10,421,099		
61122	Other Machinery & Equipment		32,833,577		
61410	Land		64,900,000		

3.9 Auditor General's Report**

** The final audit report has not received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
1	# of cases assisted to victims of child abuse	✓		
2	# of new fit – person orders received	✓		
3	# of complaints of abuse cases received & actions taken		✓	
4	# of Placement committee meetings held	✓		
5	# of case conference reports produced	✓		
6	# of CDC monitoring & supervisions	✓		
7	# of institutions given Maintenance & Ad-hoc			

8	# of children given adoption	✓		
9	# of children admitted/fostered at State Receiving Home	✓		
10	# of new admissions in CDCs	✓		
11	# of children of offenders received Vocational Training		✓	
12	# of children facilitated for schooling		✓	
13	# of capacity building & personal skill development programs conducted	✓		
14	# of Sports events conducted	✓		
15	# of religious and other social programs celebrated	✓		
16	# of children reunified		✓	
17	# of reunified children families assisted with economic development		✓	
18	# of reunified children families supported for safety & infrastructure developments		✓	
19	# of reunified children assisted with educational facilities		✓	
20	# of field visits conducted	✓		
21	# of needy children identified		✓	
22	# of needy children assisted with economic development		✓	
23	# of needy children assisted with safety infrastructure		✓	
24	# of needy Children supported with educational facilities		✓	
25	# of fit-person families given with financial assistance		✓	
26	# of awareness programs conducted		✓	

Chapter 05 -Performance of the achieving Sustainable Development Goals(SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

Achievement – 2023 Sustainable Development Goal

S.N	Goal/Objective	Targets	Indicators of the Achievement	Progress of the Achievement to date		
				0%-49%	50%-74%	75%-100%
01	3. Ensure healthy lives and promotewell-being for allat all ages	3.5	% Decrease of crimes committed by juvenile offenders	x		
			% of awareness program conducted divisional wise			x
			% of childrenrelief from alcoholism	x		
			% of childrenfacilitated to rehabilitation	x		x
02	4.Ensure inclusive and equitable quality educationand promote lifelong learning opportunity	4.7	% of decrease the abuse of vulnerable children		x	
			% of vocational training accessibility of children in CDCs for empowerment in society		x	
			% of children got schooling in CDCs			x
			% of disable children got education in society		x	x
			% of slow learners got education facility in CDCs			x
			% of children got access of their religious & cultural facilities in CDCs			x
03	4.Ensure inclusive and equitable quality educationand promote lifelong learning opportunities for all	4.a	% of childrenrelief from alcoholism		x	
			% of children got schooling in CDCs		x	
			% of disable children got education in society		x	x
			% of slow learners got education			x
			% of children got access of their religious & cultural facilities			x
04	8.Promote sustained, inclusive .and sustainable economic growth,full and productive employment and decent work for all	8.b	% decrease institutionalization of vulnerable children to the Children's home	x		
			% of youths got vocational training in CDCs		x	x
			% of youth got self-employment		x	x
			% of youth got carrier guidance in CDCs		x	x

05	16.Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	16.a	% of officers facilitated with needs of the responsibilities		x	
			% of children have safe access in society		x	x
			% of women & children got safe accommodation in society		x	x

5.1 Briefly explain the achievements and challenges of the Sustainable Development Goals

In the goals and targets of the 2030 agenda for sustainable development, 01, 04, 05, 06, 08, and 16th sections in terms of implementing and conserving children's rights and privileges have been moderately achieved that is 05 % increase than it had been until the previous year 2022 –noted in 5.1, achievement - 2023

To achieve the SDG, it is very vital to work with Central, Provincial and Local Government officials working together and several ministries with their department's coordination are very important. For instance, in the children affair's preventive part covered by the central agencies and the curative covered by the provincial department even this subject has been delegated to provincial council.

The department of probation and child care services has only cadres to carry out for the curative part. As being more than two different administrations, it is so much difficult to maintain unity of command. Even though the department has 260 approved cadres, only in position are 151. Tertiary cadre 14%, Secondary 37% and primary 72% are vacant as of 31st December 2023. Staffers face the problems to complete the works in due course as they are obliged to do the works excessively.

Not filling the cadre vacancies of caregivers, teachers and counselor has caused great impacts on providing a well service to the offender children admitted at Certified School, Atchuvuly.

More high-level commitments and allocations have to be provided to the identified vulnerable children families for strengthening their socio-economic status and for ensuring the safe access & sanitary infrastructure facilities.

Higher poverty level and uprising drug abuse phenomenon as the result of economic crisis are believed to have been the major factors for significant rise in number of offended children at certified school, admissions in Child Development Centers and higher number of new cases identified from 2022 to 2023. So, special approach and well-defined actions should be taken for containing the uprising collapse of social integrity with the provincial, state and international collaboration.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	2	2	0
2	Territory	43	37	6
3	Secondary	150	94	56
4	Primary	65	18	47
		260	151	109

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

6.3 Human Resource Development

S. No	Name of the Program	No. of Staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
1	RTI Act	5	4 days			Local	
2	Disciplinary Procedure	4	4 days			Local	
3	Board of Survey, Lasses & Write-Off	12	2 days			Local	
4	Techniques in MS Office	5	8 days			Local	
5	New CIGAS	6	2 days			Local	
6	Maintenance of Personal files	4	2 days			Local	
7	Salary Conversion	6	3 days			Local	
8	Official Letter and Minutes Writing in English	3	2 days			Local	
9	Benefits and Privileges of Public Officers	4	2 days			Local	
10	Payroll System	1	2 days			Local	
11	Graphic Designing	4	2 days			Local	
12	PC Maintenance & Troubleshooting	2	3 days			Local	
13	Quality Circle & Kaizen	1	1 day			Local	
14	Work Life Balance	1	1 day			Local	
15	Productivity	4	1 day			Local	
16	E Code & Procedural Rule	5	3 days			Local	
17	Report Writing in English	2	2 days			Local	
18	Conflict Management & Negotiation Skill	2	1 day			Local	
19	Internal Audit Techniques & Guide lines	2	2 days			Local	
20	Cloud Computing	1	2 days			Local	
21	Positive Thinking & Personality Development	5	1 day			Local	
22	Accrual Basis Accounting	1				Local	
23	General Administration & Public Financial Management	1	10 days			Local	
24	Family Work Balance and Parental skills	8	1 day			Local	
25	Emotional Well-being & Managing Stress	2	1 day			Local	
26	Preliminary Inquiry & Disciplinary Procedures	1	2 days			Local	
27	Gender Norms & Gender Budgeting	2	1 day			Local	
28	HACT & PSEA Training for implementing Partners of UNICEF funded Programmes	3	1 day			Local	
29	Alternative Care Policy	8	2 day			Local	
30	Integrated Information Management System for Gender Based Violence	1	1 day			Local	
31	Effective Office Assistance	1	1 day			Local	
32	Sign Language Training	9	7 day			Local	

* Briefly state how the training program contributed to the performance of the institution

Staffers received training have gained more information and new ideas related to the subject they are assigned, so they could be able to do their work with more efficient manner and that is believed to have very potential positive impacts in department services' output in a long-term view.

Chapter 07 - Compliance Report

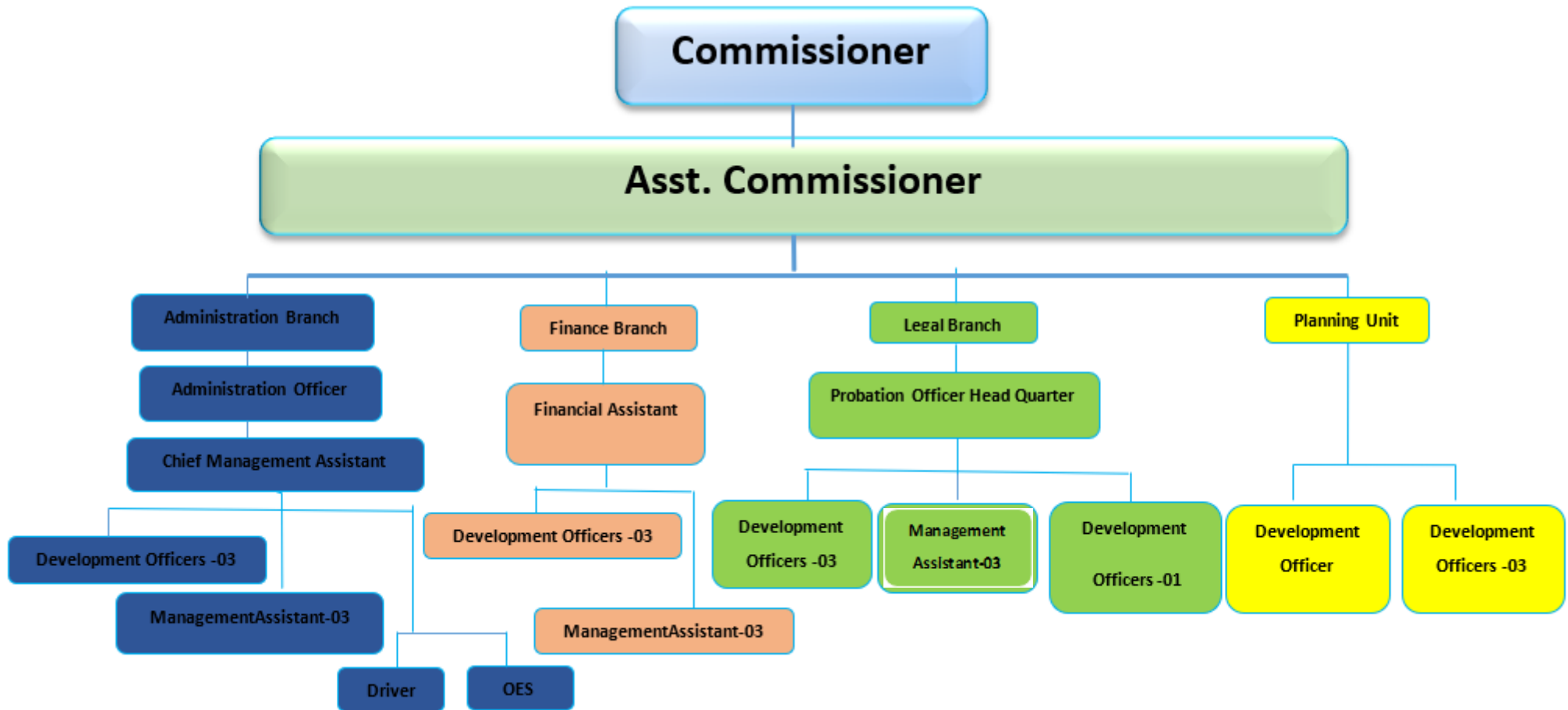
No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)			
1.4	Stores Advance Accounts			
1.5	Special Advance Accounts			
1.6	Others			
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update			
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared			
4.2	The annual procurement plan has been prepared			
4.3	The annual Internal Audit plan has been prepared			
4.4	The annual estimate has been prepared and submitted to the NBD on due date			

4.5	The annual cash flow has been submitted to the Treasury Operations Department on time			
5.0	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports has been replied within one month			
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018			
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular			
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016			
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular			
8.5	The disposal of condemn articles had been carried out in terms of FR 772			
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning			
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident			
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled			
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month			
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit			
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)			
12.0	Advances to Public Officers Account			



12.1	The limits had been complied with			
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371			
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations			
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account			
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176			
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre			
16.2	All members of the staff have been issued a duty list in writing			
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017			
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation			
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures			
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act			
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management			
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular			
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.			
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan			
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular			
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular			
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified			

7.4 Annexure I – Organization Chart



DEPARTMENT OF PROBATION & CHILDCARE SERVICES



8.0

Ministry of Women's Affairs, Rehabilitation, Social Services, Cooperatives, Food Supply and Distribution, Industries and Enterprise Promotion.

8.1 Ministry of Women's Affairs

8.2 Department of Industries

8.3 Department of Social Service

8.4 Department of Cooperative Development

8.5 Co-operative Employees Commission

8.1 Ministry of Women's Affairs, Northern Province

Expenditure Head No: 414

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

Northern Provincial Council was established from the time of bifurcation of the existed Northern and Eastern Provincial Council on 22nd December 2006 and commenced its function on the same day as directed by the Hon. Governor. Due the internal war situation in the Northern Province, the council was directly administered by the Governor, Chief Secretary and Secretaries with four ministries namely Local Government, Health, Education and Agriculture till the first elected body took over the provincial council administration after the election was held for the very first time for the Northern Provincial Council on 21.09.2013.

With the appointment of the Chief Minister and four other ministers on 11th of October 2013. Co-operative Development, Social Services and Rehabilitation, Women's Affairs, Industries and Enterprise Promotion subjects were scheduled under the Chief Minister's Ministry with various other devolved subjects under the 13th amendment to the constitution of the Democratic Socialist Republic of Sri Lanka. In the first re-shuffle of subjects on 10th of December 2014, Social Services and Rehabilitation and Women's Affairs were brought under the purview of the Provincial Ministry of Health and Indigenous Medicine while Co-operative Development brought under the Ministry of Agriculture and Agrarian Services.

In a third re-shuffle of subjects on 23rd of May 2016, the assigned subjects to the Chief Minister's Ministry, Rehabilitation and Women's Affairs were reverted back to Chief Minister's Ministry from Ministry of Health.

With the complete changes took place in the Board of Ministers, all ministers were removed and new ministers were appointed by the Hon. Governor as advised by the Hon. Chief Minister on 29th of June 2017. At this juncture, a new ministry was established instead of existing Ministry of Fisheries and named as Ministry of Women's Affairs, Rehabilitation, Social Services, Co-operative, Industries & Enterprise Promotion and a lady minister was appointed. Ministry of Women's Affairs was housed in the same premises where Ministry of Agriculture was functioned and Agriculture Ministry was shifted to buildings used by Fisheries Ministry.

The main function of the Ministry is to raise the living standards of the families affected by the civil war in the province, livelihood assistants for women headed families, vulnerable families, disabled member families and small entrepreneurs. Livelihood assistance were provided in the form of kinds by this Ministry and expected to generate income for their families. As a result, the aim of the Ministry is to raise the living standards of the affected community and their contribution towards national economic growth is also achieved.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

Social empowerment with sustainable development

b) Mission

Create and sustain a conducive administrative environment, legal frame work and capacities for good governance and development, ensuring norms and social development and empowerment of people in the Northern Province.

c) Objectives

- ❖ Implementation of policies endorsed in the province pertaining to the Ministry.
- ❖ Assist in implementation of national policies in the province pertaining to the Ministry.

- ❖ Design, implementation and monitoring of development projects in the province related to the Ministry.

1.3. Key Functions

- ❖ Provide care and protection to the needy women in the society and develop the socio-economic condition of the people especially the disadvantaged groups.
- ❖ Ensure the best functioning of cooperative Institutions by introducing good governance & implementation of cooperative reforms.
- ❖ Promote women's social empowerment and harnessing the contribution of women to development plans.
- ❖ Ensure the promotion and development of small & medium enterprises and creating employment opportunities.
- ❖ Ameliorate of the living conditions of the poor and the vulnerable groups such as the sick, the physically and mentally disabled, the aged, the disaster victims and the drugs addicts.
- ❖ Provide inspiration for development of co-operative movements to stand as people's enterprise and intervene in broad lines to build up co-operative societies with good governance.
- ❖ Encourage the people participatory process in all institutional and organizational level.

1.4 Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

The Ministry of Women's Affairs consists of three departments and two units named Social Services Department, Co-operative Development Department and Industries and enterprise promotion Department and Women Affairs' Unit, Rehabilitation Unit which are contributing for the wellbeing and development of the Northern Province.

❖ Women's Affairs Unit

Development and empowerment of women belonging to the vulnerable and marginalized groups and building and strengthening stakeholder participation and partnership for women empowerment and incentivizing workforce participation of women in the economy. In practice from the inception of the northern provincial council, there is no approved cadre to function this unit. With a little allocation under the CBG, Ministry provides livelihood assistance to women societies and individuals who had lost their bread winners and heading their families alone.

❖ Department of Social Services

This is a separate department that functions independently under the purview of the Ministry of Women's Affairs and intends to provide assistance to elders' and persons with chronic diseases. Its primary goal is to help people in need and to address social problems. Department's fundamental duty is to bring the people who are living in the society to face social problems, and fight mental fatigue and frustration. And their problems will be lessened by providing a conducive living environment with health care, necessary basic amenities and by accommodating such isolated people.

❖ Department of Industries

This is a separate department that functions independently under the purview of the Ministry of Women's Affairs and its main objective is to reactivate, promote and develop markets for small and medium enterprises in the province. The Department is mainly involved in conducting training programs and operating advance account activities on limited traditional small industrial fields such as coir, carpentry, pottery, mat weaving and textile weaving. The Central Department of Textile Industries and Small Industries had vested its functions referred therein to provincial department. Hence the provincial department is mainly involved with conducting training programs and operating advance account activities on limited traditional small industrial fields such as coir,

carpentry, pottery, mat weaving and textile weaving. This department liaises with the respective line ministries viz. Textile Industries, National Craft Council for providing advanced trainings and participating at national competitions and exhibitions.

❖ **Department of Co-operative Development**

This Department mainly focuses on strengthening co-operative societies for ensuring co-operative identity and elaborates of co-operative movement, promoting contribution of the co-operative sector for a sustainable development, developing professional and managerial activities on co-operative values, promulgating development strategies and entrepreneurial setup within the framework of market economy to face market challenge and providing necessary assistance to carry the co-operative message among people.

❖ **Co-operative Employees' Commission**

The Act to establish and incorporate a commission known as the Co-operative Employees Commission (CEC), to make special provision in respect of employees of Co-operative societies, and to provide for matters connected therewith or incidental thereto is the Co-operative Employees Commission Act No. 12 of 1972. The North East Provincial CEC was established on March 01, 1993. Based on the Supreme Court judgment, North-East provincial Council were subjected to de-merge into two separate entities. Since 22.12.2006 Northern Provincial Council (NPC) and the Eastern Provincial Council (EPC) have been functioning separately.

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council
Recurrent Budget

Sector	Expenditure category	Annual allocation	Expenditure accumulated up to reporting date
Ministry	Personal Emoluments	26,054,000.00	24,585,739.00
	Other Recurrent	16,774,000.00	13,347,005.73
	Advance to Public Officers	2,000,000.00	1,216,688.89
Social service	Personal Emoluments	99,020,000.00	98,010,003.18
	Recurrent	617,276,000.00	549,943,676.82
	Advance to Public Officers	5,500,000.00	4,231,461.67
Industry	Personal Emoluments	87,650,000.00	81,638,529.35
	Other Recurrent	39,570,000.00	34,035,733.09
	Advance to Public Officers	4,500,000.00	4,500,000.00
Cooperative Development	Personal Emoluments	198,300,000.00	187,657,669.01
	Other Recurrent	38,082,000.00	31,830,867.83
	Advance to Public Officers	9,000,000.00	9,000,000.00
Cooperative employees commission	Personal Emoluments	12,300,000.00	10,982,118.00
	Other Recurrent	4,301,000.00	4,125,631.80
	Advance to Public Officers	80,000.00	80,000.00

Capital funds

Sector	PSDG		CBG	
	Allocation	Expenditure (Rs. In Mn)	Allocation (Rs. in Mn)	Expenditure (Rs. in Mn)
Women's Affairs	-	-	15.16	14.88
Social Services	60.00	41.89	0.827	0.827
Industries	40.00	26.18	3.5	3.495
Cooperative Development	6.00	5.99	0.5	0.49
CEC	-	-	0.5	0.499
Total	106.00	74.06	20.487	20.191

1.7. Details of the Foreign Funded Projects (if any)

Ministry isn't implemented foreign funded. Anyhow Departments comes under Ministry except CEC implemented ILO funded projects

Chapter 02 - Progress and the Future Outlook

Ministry's mission is to "create and sustain a conducive administrative environment, legal framework and capacities for good governance and development, ensuring norms and social development and empowerment of people in the Northern Province".

The ministry was formed in July 2017 with the vision of "Social Empowerment with Sustainable Development" and functioning under the Northern Provincial Council.

2.1 Special Achievements

❖ **Successfully Distributed dry food packs to Female Headed Households suffering by unexpected death of their breadwinners.**

The Ministry of Women's Affairs, NPC implemented the dry food packs project As per Hon. Governor's concept on Poverty Alleviation through Cooperative Societies for vulnerable women-headed families who have suffered due to the sudden death or loss of the family's breadwinner and are facing difficulties in carrying out their daily life.

In the first phase of the dry food distribution, Food items were distributed to 99 numbers for a sum of 0.799 Mn rupees, 2nd phase were distributed to 24 numbers for a sum of 0.198 Mn rupees to vulnerable Female Headed Households to help them in the immediate loss by the sudden death of their head of households in the five districts (Jaffna, Kilinochchi, Mannar, Mullaitivu, Vavuniya), Northern Province. Accordingly, in the first phase Mannar - 20, Jaffna - 26, Kilinochchi - 22, Vavunia - 14, Mullaitivu - 17 women headed families and in the second phase in Mannar - 04, Jaffna - 07, Kilinochchi - 02, Vavunia - 05, Mullaitivu - 06 women headed families have received dry food so far. Packages are being delivered on priority basis.

Beneficiaries are allowed to choose dry food items of their preference not exceeding the allocated sum of Rs. 10,000 varied with number of family members and the allotted quantity of dry food items per each beneficiary and her family as mentioned in the following table:

Details of Dry Food Package

No	Items	Unit	Requirement Quantity
01	Parboiled Rice	kg	10
02	Red rice	kg	3
03	Wheat flour	kg	5
04	Sugar	kg	5
05	Milk Powder 400g	packet	1
06	Dhal(Red)	kg	2
07	Chick Pea	kg	1
08	Black Gram	kg	1
09	Cow Pea	kg	1
10	Green gram	kg	1
11	Rice Flakes	kg	1
12	Tea Powder	g	250
13	Soya Meat	g	250
14	Dried Chilli	g	250
15	Salt	kg	1
16	Chilli Powder	g	250



17	Coconut oil	liter	1
18	Tin Fish (Large)	tin	2
19	Samaposha (200g)	packet	5
20	Noodles(400g)	packet	2

Summary of the dry food distribution to Female Headed Households suffering from the sudden death of their breadwinners

S.No	District	No of Families	
		1st Phase	2nd Phase
1	Mannar	24	4
2	Jaffna	33	7
3	Kilinochchi	24	2
4	Vavuniya	19	5
5	Mullaitivu	23	6
Total		99	24

❖ **Successfully Distributed of Emergency Pack for vulnerable pregnant women**

435 number of Emergency packs for affected and pregnant women were handed over to District Women Development Officers. Each Districts were received the following number of Emergency Packs. Jaffna - 130, Vavuniya - 85, Killinochchi - 70, Mullaitivu - 70 and Mannar – 80. This Emergency pack provision was implemented by the Ministry of Women's Affairs, NPC with the utilization of CBG fund of Rs. 4 Mn.

No	District	Phase I		Phase II		Phase III	Total
		No. of package for Pregnant Mothers	No. of package for affected women	No. of package for Pregnant Mothers	No. of package for affected women	No. of package for affected women	
1	Jaffna	10	10	75	10	25	130
2	Kilinochchi	5	5	50	10	-	70
3	Vavuniya	5	5	65	10	-	85
4	Mullaitivu	5	5	50	10	-	70
5	Mannar	5	5	60	10	-	80
Total		30	30	300	50	25	435

❖ **Conducted the Town hall Meeting for Gender Based Violence with participation of all women related Agencies.**

Town hall meeting for gender-based violence was conducted in all five districts. The meeting was headed by the respective Government Agents, with the participation of the Secretary, Ministry of Women's Affairs, NPC and women-related organizations. The meeting was held on 15.12.2023 in Mannar District.

❖ **Commemorated Tree Planting Programme for the Tree planting Month**

Ministry of Women's Affairs, NPC commemorated the tree planting month by planting one hundred teak saplings at Water supply scheme premises of the Jaffna Municipal Council in Kondavil on 24.11.2023.

❖ **International Women's Day 2023**

Ministry of Women's Affairs, NPC celebrated the "Innovation & Technology for Gender Equality" International Women's Day – 2023 in collaboration with the Indian Consul General, Jaffna on 15.03.2023 at the Cultural Hall, Jaffna. Exhibition and sales stalls were inaugurated by the Hon. Governor. The Ministry of Women's Affairs and the Department of Industries to encouraged and provided market opportunities to the women entrepreneurs of our province.

❖ **Conducted the Workshop on Family Work Balance & Parental Awareness**

The Ministry of Women's Affairs, NPC recently organized a workshop on "Family Work Balance and Parental Awareness." This workshop focused on equipping parents with effective strategies to manage their

life, balancing professional commitments and familial responsibilities. By addressing the needs faced by their children, the workshop aimed to empower parents with the necessary knowledge to address the issues concerned.

The awareness workshops for parents were held on 07.12.2023 and 12.12.2023 at the auditorium of the Chief Secretary's Secretariat, Kaithady, Jaffna under the guidance of the Secretary of the Ministry of Women's Affairs, NPC. Dr.Kanagaratnam Sivasuthan (JMO-Chavakachcheri) and Ms. Udayakala Sivapathasundaram (Psychosocial Instructor and Student Psychology Assistant) conducted the workshops effectively.

Another awareness workshop for parents those who as a junior executives in the government sector was held on 22.12.2023 at the MDTU Trainging hall in the Chief Secretary's Secretariat, Kaithady The resource persons, Dr.Kanagaratnam Sivasuthan (JMO-Chavakachcheri) conducted the workshops effectively

❖ **Workshop on Preparation of a Medium-Term Plan for the Cooperative Movement of the Northern Province.**

The Ministry of Women's Affairs organized a full-time workshop aimed to prepare a medium-term plan for the Cooperative Movement of the Northern Province.

Delving into key aspects such as structural deficiencies, cadre status, monthly production scale, financial performance, marketing prospects, roles of cooperative productive centers, operations of cooperative consumer businesses, and anticipated support from other cooperative movements and the Development of Cooperative Development Department, this workshop played a crucial role in identifying areas for improvement and outlining strategies for the cooperative movement's growth and success in the coming years. By addressing these critical areas, the Cooperative Movement of the Northern Province aims to enhance efficiency, increase profitability, and build strong collaborations to effectively serve the society within the province.

❖ **Successfully Distributed of Livelihood Assistance for Women Headed Households**

Every year, the Ministry of Women's Affairs, NPC helps deserving female beneficiaries by giving them equipment and machinery. This aims to equip these women with the means to engage in livelihood activities independently, fostering their resilience and self-reliance in an ever-demanding world.

By providing them with the necessary support to earn a living, this initiative frees them from poverty while allowing them to find their own path and manage their lives without depending on others. The Ministry's commitment to women's empowerment is exemplified by its efforts to grant these female beneficiaries the opportunity to stand on their own, enabling them to face the future challenges. Livelihood Assistance is provided to beneficiaries in the five districts of the Northern Province given below:

District	Distributed (1st& 2nd)	3rd Process Ongoing	4th Process Ongoing	Total
Jaffna	23	5	12	40
Kilinochchi	15	8	3	26
Mullaithivu	14	7	-	21
Vavuniya	10	5	2	17
Mannar	8	6	2	16
Total	70	31	19	120

❖ **Successfully implemented the of "Voice of Women" Concept in the Ground Level**

The Hon. Governor expressed a strong desire to amplify the voices of women and address the unique challenges they face in the Northern Province of Sri Lanka by this ideal "Voice of Women" concept.

To foster women's empowerment and ensure their active participation in the development process, the Ministry of Women's Affairs, NPC in collaboration with Ward Development Officers, diligently worked on implementing the necessary arrangements and initiatives based on the issues brought forth by the women themselves.



This collaborative approach allowed to create a meaningful impact by pushing for women's rights, gender equality, and inclusive development.

By listening attentively to their perspectives and involving them directly in decision-making processes, it was expected to create a more resilient and prosperous Northern Province.

❖ Conducted the Sectoral Coordination & AMC Meeting

The Ministry of Women's Affairs, NPC played a key role in providing coordination, consultation, advice to the departments under its purview through sectoral review meetings, development dialogues and audit management committee meetings.

2.2 Challenges.

- Ministry of Women's Affairs had to face challenges in sustaining the livelihood activities for vulnerable women due to the economic crisis of the country with escalated prices
- Field staff of shortage makes it difficulties to the ministry to monitor and evaluate the livelihood activities of the beneficiaries.
- Assistant Director of Planning position cadre to the ministry has to be fulfilled

2.3 Future Goals

Ministry intends to introduce micro finance credit for vulnerable and poverty stricken female headed households in the remote and rural areas through Cooperative movement.

- ❖ Modernizing the selected textile weaving training centers in the province to produce office wear hand-loom sarees and shirting materials for the supply to government departments is also in the fore font.
- ❖ A complete census of widows' population in the province to assess their house hold income is to be conducted and development plans are to be prepared. Introducing SME projects to them to uplift their living standards is inevitable.
- ❖ The policy on women empowerment is to be finalized
- ❖ A center for women including vulnerable women is to be established at the Ministry with extended term of officers in all five districts.
- ❖ Strengthening supports to PWDs with the help of health sector will get its importance and will be institutionalized
- ❖ The Northern Industrial development agency will be formed.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1			ACA-1
	Taxes on Domestic Goods & Services	2			
	Taxes on International Trade	3			
	Non-Tax Revenue & Others	4			
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		51,178,912	39,351,844	ACA-3
	Deposits		157,382	101,466	ACA-4
	Advance Accounts		2,230,939	1,332,141	ACA-5/5(a)



	Other Main ledger Receipts				
	Total Non-Revenue Receipts (B)		53,567,233	40,785,451	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		53,567,233	40,785,451	
	Remittance to the Treasury (D)		86,419	10,092	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		53,480,814	40,775,359	
	Less: Expenditure				
	Recurrent Expenditure				
26,054,000	Wages, Salaries & Other Employment Benefits	5	24,585,739	23,748,010	ACA-2(ii)
16,004,000	Other Goods & Services	6	12,780,120	8,273,084	
420,000	Subsidies, Grants and Transfers	7	229,933	5,130,574	
	Interest Payments	8			
350,000	Other Recurrent Expenditure	9	336,953	216,620	
	Total Recurrent Expenditure (F)		37,932,745	37,368,288	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10			ACA-2(ii)
1,660,000	Acquisition of Capital Assets	11	1,591,080	499,980	
	Capital Transfers	12			
	Acquisition of Financial Assets	13			
	Capacity Building	14			
13,500,000	Other Capital Expenditure	15	13,296,268	2,497,999	
15,160,000	Total Capital Expenditure (G)		14,887,348	2,997,979	
	Deposit Payments		157,382	101,466	ACA-4
	Advance Payments		1,647,189	1,702,270	ACA5/5(a)
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		1,804,571	1,803,736	
	Total Expenditure I=(F+G+H)		54,624,664	42,170,003	
	Balance as at 31stDeccember J=(E-I)		(1,143,850)	(1,394,644)	
	Balance as per the Imprest Adjustment Statement		(1,143,850)	(1,394,644)	
	Imprest Balance as at 31st December				

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)202
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	35,147,135	33,560,555
Financial Assets			
Advance Accounts	ACA-5/5(a)	4,131,838	4,715,588
Cash & Cash Equivalents	ACA-3		
Total Asset		39,278,973	38,276,143
Net Assets / Equity			
Net Worth to Treasury		4,131,838	4,715,588
Property, Plant & Equipment Reserve		35,147,135	33,560,555
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4		



Imprest Balance	ACA-3		
Total Liabilities		39,278,973	38,276,143

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	56,500	10,000
Imprest Received	51,178,912	39,351,844
Recoveries from Advance	795,813	
Deposit Received	105,000	91,941
Total Cash generated from Operations (A)	52,136,225	39,453,785
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	35,561,162	29,712,014
Subsidies & Transfer Payments	229,933	5,130,574
Expenditure incurred on behalf of Other Heads		
Imprest Settlement to Treasury	86,419	10,092
Advance Payments	1,216,688	1,547,580
Deposit Payments	157,382	101,466
Total Cash disbursed for Operations (B)	37,251,584	2,952,059
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	14,884,641	2,952,059
Cash Flows from Investing Activities		
Interest	1,657	
Dividends	1,050	45,920
Divestiture Proceeds & Sale of Physical Assets		
Recoveries from On Lending		
Total Cash generated from Investing Activities (D)	2,707	45,920
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	14,887,348	2,997,979
Total Cash disbursed for Investing Activities (E)	14,887,348	2,997,979
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(14,884,641)	(2,952,059)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
Cash Flows from Financing Activities		
Local Borrowings		
Foreign Borrowings		
Grants Received		
Total Cash generated from Financing Activities (H)		
Less - Cash disbursed for:		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings		
Total Cash disbursed for Financing Activities (I)		



NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)		
Net Movement in Cash (K)=(G)-(J)		
Opening Cash Balance as at 01st January 2023		
Closing Cash Balance as at 31st December 2023		

3.4 Notes to the Financial Statements

1. Reporting Period
The reporting period for these Financial Statements is from 01st January to 31st December 2023.
2. Basis of Measurement
The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.
The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.
3. Recognition of Revenue
Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.
4. Recognition and Measurement of Property, Plant and Equipment (PP&E)
An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.
PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.
5. Property, Plant and Equipment Reserve
This reserve account is the corresponding account of Property Plant and Equipment.
6. Cash and Cash Equivalents: Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2023.

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
20.02.02.02	APO Interest	200,000	186,867	186,867	93 %
20.03.99.00	Miscellaneous	60,000	56,083	56,083	93 %

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	41,165,000	42,828,000	37,932,745	88 %
Capital	12,500,000	15,160,000	14,887,347	98 %

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as Per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %



9152	2.1Transport Equipment	19,684,000	19,684,000	Yes	100 %
9152	2.2Other Machinery	15,463,134	15,463,134	Yes	100 %

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	Percentage		
		100% - 90%	75% - 89%	50% - 74%
1	Livelihood support provided to the women headed households (WHH)	✓	-	-
2	Livelihood assistance with training provided to expand the business activities of WHH	✓	-	-
3	Support given to WHH who have recently lost their husbands (Dry-ration/Livelihood)	✓	-	-
4	Supporting women who have recently affected by GBV (emergency pack/Livelihood)	✓	-	-
5	Town hall meeting conducted to find out the issues of the women in NP	✓	-	-
6	Awareness programme on women safety, protection, family work balance, parenting skills conducted	✓	-	-

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. N o	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0%-49%	50% - 74%	75% - 100%
Ministry						
1	1. End poverty 2. End Hunger	1.1-1.5 2.1.-2.4	Number of women headed vulnerable families assisted in NP (refer page no.18)		√	
2	5. Gender Equality	5.1-5.6	Number of WHH women empowered in NP (refer page no.12)		√	
			Number of women protected/empowered in NP (refer page no.13)			√
			Number of programme conducted		√	
			Number of people empowered		√	
Social Service Department						
1	1 End poverty in all its forms everywhere	1.4.	Number of People were provided disable equipment			√
			Number of People were benefited by providing Public Assistance for Monthly Allowance (PAMA) payment			√

			Number of access ramp constructed			√
			Number of safety latrines constructed			√
2	8.Decent work and economic growth	8.5.	Number of Persons receive the Self Employment			√
4	16 - Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	16.7.	Number of Elders Day Centres, Elders Home Receive the Grant			√
Cooperative Department						
01	1: End poverty in all its forms everywhere	1.1	Number of New Loans Provided			
		1.2	Number of Computerising Gramin Bank Accounts			
02	5: Achieve Gender Equality and empower all women and girls 9: Build resilient infrastructure promote inclusive and sustainable industrialization and foster innovation	5.1 9.1	Number of New Loans provided		√	
			Number of New types of loans introduced			√
			Number coop societies assisted by providing machinery			√
			Number of Fuel Stations established		√	
			Number of machineries provided to nonfunctioning production center to restart			√
			Number of Factories newly Established.		√	
			Number of new market opportunity created			√
			Number of loans provided			√
			Number of new memberships registered			√
			Number of computerized Gramin banks			√
			Number of			√
			Number of training programmes conducted			√
		Number of marketing networks created			√	
Industrial Department						
01	1: End poverty in all its forms everywhere	1.1— 1.5	Number of micro and small industries and handicrafts created			√
02 03	8.Decent work and economic growth	8.1	Number of skills development training provided			√
			Number of vocational development certificate issued			√



			Number of capacity development programme conducted			√
Cooperative Employees Commission						
1.	01 End poverty in all its forms everywhere in cooperative sector's Families	1.1	Number of Appointment Approved (269)			√
2.	5 Achieve Gender Equality and empower all women and girls	5.1	Number of Women Approved (129)			√
3.	8.Promote stained, inclusive and sustainable economic growth, full and Productive employ and Decent Work for all	8.1	Number of Promotion Approved (241)			√
	16.Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	16.1	Number Of complaints (7)			√

“*” There are other actors who also contribute to WHH “*” There are other actors who contribute to uplift the living standards of WHH as this

Ministry works its best to optimise the limited financial resources every year.

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Ministry

Provincial Ministry of Women's Affairs is committed to work towards implementing the national commitments to the 2030 Agenda for Sustainable Development and Sustainable Development Goals (SDG) No. 01, 02 and 05 of the 17 SDG s and 169 targets. That is,

SDG 01. End poverty in all its forms everywhere.

SDG 02.By 2030, Zero hunger

SDG 05. Achieve gender equality and empower all women and girls.

This Ministry has a policy “Women to be empowered economically and socially” and adopt the strategy of “Harnessing the contribution of women to development plans”. Towards achieving SDG goals 01, 02 and 05, Ministry introduce home based enterprise with required assistance for rural women.

With the limited allocations under Criteria Based Grant (CBG) in the past years, a few women societies and individual were provided with livelihood supports. Many of the war widows are living without livelihood assets as they lost during the internal displacements during the conflicts and their needs cannot be addressed fully by the Ministry due to restrictions of funds.

Hence funds and shortage of field officers are main challenges faced in reaching the development goals

Departments

Social Service Department

Achievements

Based on SDG Goals No. 01, 08. 16 achievements of the departments are;

Maintenance of Elders Home, Rs.9.62Mn was paid as subsidy for self-employment assistance. Rs.4.08 Mn was paid as grant for elder day centers, elders' homes and disabled school. 1078 No of Disable equipment were provided to disable persons. In 2023 altogether more than 34,873 members were from all five districts benefitted by the payment of PAMA., Divisional, District & Provincial Level Disable Day & Elders Day were celebrated 34 accessible ramps & 40 Safety latrines were constructed, 98 disable families received the self-employment assistance, Vocational training was provided to 50 disabled persons

Challenges to reach the SDGs



Limited release of imprest for capital & recurrent allocation to satisfy the requirements of the elders & disabled person, Lack of Technical Officers to assist in construction works, Public Assistance for Monthly Allowance (PAMA) payment amount is very less amount to compare with the Cost of Living, Lack of infrastructure facilities for disable people such as state homes and Vocational Training Centre, Non availability of sufficient separate accommodation in Elders Home for mentally affected elders. And also need trained counsellor to treat the depressed patients.

Ccooperative employees Commission

CEC is working towards to achieve sustainable Development goals in cooperative societies in every aspect.

End poverty in all its forms everywhere in cooperative sector's Families

Creating workforce in co-operative sector by appointments and approving assignment to the posts, this activity creates equal opportunity to all get work in co-operative sector. Cooperative sectors are the basic structure in village level to initiate and establish small business model which helps to reduce poverty in rural societies.

Achieve gender equality and empower all women and girls

No gender discrimination in grating approvals for assignment for employment in cooperative sectors. CEC give priority to women when receive appeals and takes action to promote decent work for all.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	5	4	1
2	Territory	1	1	-
3	Secondary	19	20	-1
4	Primary	8	8	-

6.2 Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

There is a vacant in SLPS Gr. II/III. The planning work and the administrative work is covered by the existing SLAS II officer.

Action is to be taken to fill the SLPS II/III vacant cadre. Hence Ministry's performance was not affected.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
1	Sign Language Training	1	19.01.2023 - 17.02.2023	Dept. Of Social Services, NP		Local	Staff who attended got to know the basic of sign language.
2	Right to Information Act for NPC Staff	1	11.04.2023 12.04.2023 18.04.2023 19.04.2023	MDTU		Local	Participant gained a thorough knowledge about RTI



Performance Report - 2023, Northern Province

3	Capacity Building Training Programme for SLAS Officers	1	20.08.2023 - 23.12.2023 (42 days)	SLIDA		Local	Fulfilled the requirement for SLAS grade 11
4	Second language (Sinhala) training -Level 1	2	19.09.2023 - 24.10.2023 (100hrs)	MDTU		Local	Gained basic knowledge in Sinhala language.
5	Second language (Sinhala) training - Level 11	1	19.09.2023 - 14.12.2023 (150hrs)	MDTU		Local	Participant improved Sinhala language skill.
6	Second language (Sinhala) training - Level 11	2	05.10.2023 - 21.12.2023 (150hrs)	MDTU		Local	Participants improved their Sinhala language skill.
7	IRDP Programme		01.11.2023	Ministry of Women's Affairs,NP		Local	Staff understood about IRDP Programme.
8	Strategic Planning		06.11.2023	Ministry of Women's Affairs,NP		Local	Staff came to know about strategic planning and its effects.
9	A9716218 - ILO Academy on Rural Development - Social Justice for Resilient Inclusive and productive Rural Economics		13.11.2023 - 24.11.2023 (online) 04.12.2023 - 08.12.2023 (Face to face)		ILO	Abroad	
10	Family work Balance and parental Awareness	30	7 Dec 2023 (01 day) 12 Dec 2023(01day)	Ministry of Women's Affairs,NP		Local	Participants got to know about how to balance family and work in their day to day life. Parental tips given were very useful & practical.

* Briefly state how the training program contributed to the performance of the institution Ministry office's performance was improved by the training programmes which were given to the staff during the year 2023.

Chapter 07 - Compliance Report



No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	-		
1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		



5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term			Not Applicable
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		

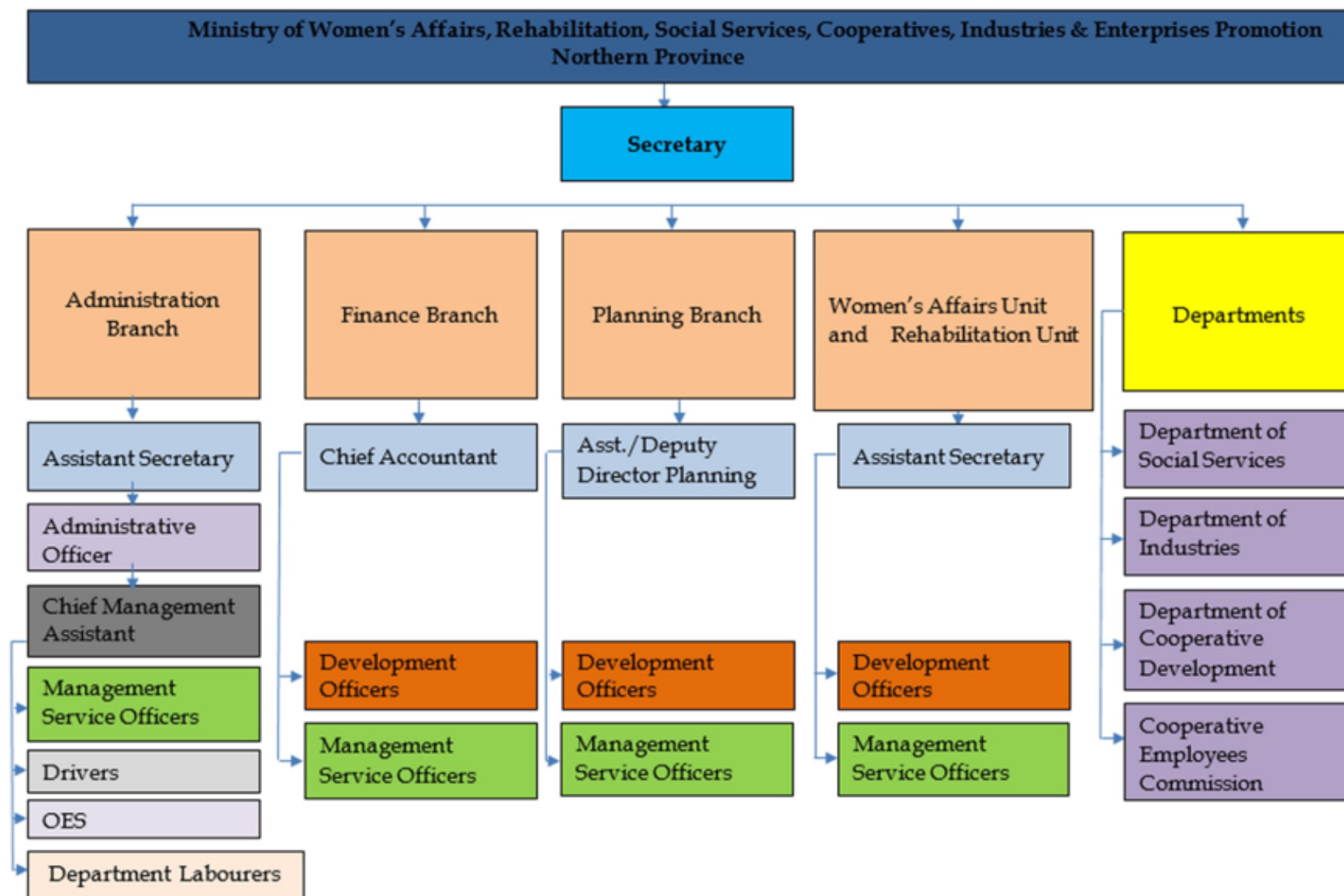


10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		



18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

8.1 Annexure I – Organization Chart



8.2 Department of Industries, Northern Province

Expenditure Head No: 490

Chapter 01 - Institutional Profile/Executive Summary

1.1 Introduction

In the Northern Province, most of the areas are rural where most of the people's livelihood depends on Agriculture, Fisheries and Small Enterprises. Most of the livelihood activities depend upon the natural resources, which have a limited opportunity for economic advancement. Moreover, the prime objective of the poverty alleviation programs focused towards livelihood development. It is recognized by developing a means of entrepreneurial culture, will definitely contribute to the rural development of the Northern region in Sri Lanka.

Department of Industries clearly defines its role, according to the mandate given by the 13th amendment of the constitution, as a strategic planner and implementer in policy decision matters of industrial development and Livelihood Enterprise Development in the Northern Province.

The objective of the Department of Industries is the Promotion and Development of Industries and Livelihood Enterprises in Northern Province. Department of Industries realizes that its major task is not providing any Government employment or any direct involvement in employment creation.

The Central Department of Textile Industries and Small Industries had vested its functions referred therein to this Department. The Department is mainly involved with conducting training programs and operating advance account activities on limited traditional small industrial fields such as Coir, Carpentry, Pottery, Mat weaving and Textile weaving. In view of the demand for Skills development and Appropriate Technology Transfer as well as from the pressing needs for employment opportunities and income generation, the Department had to consider various strategies in planning the activities of this Department. Providing on the Job Training on Micro and Small-scale industries and non-traditional productivity fields, modernizing the traditional small industries and motivating the entrepreneurs are the main areas found for development. In addition, the outputs from traditional industries had been modified and re-designed in order to satisfy the consumers, based on their preference and consumption pattern. The new strategies of the Department fall in line with the national policy.

Presently, 18 Handloom Textile Centres, 07 Small Industries Centres, 07 Market Promotion Centres 02 Vocational Training Centres, 01 Packing Centre, 03 Power loom centres and Dye centre of this Department are functioning throughout the Northern Province. The training programmes on Textile Weaving, Carpentry, Coir and Pottery are being conducted in the above centres. Textile Weaving and the training on other small industrial fields provide opportunities for self-employment. Action is being taken to provide further advanced training on selected fields in demand. In the textile centres, the productions are now being controlled in keeping with the market facilities and demand.

Real & current needs of people identified and to match the demand with supply of Department of Industries will adopt following three complementary strategies.

- Employment Promotion - Supporting sustainable employment
- Enterprise Promotion -Supporting development of micro, small and medium enterprises
- Investment Promotion -Promoting and supporting investments in key sectors to ensure the projects and services implemented in the province to have greater impact and benefit to the people of the province.

1.1. Vision, Mission, Objectives of the Institution

a) Vision

Sustainable and competitive rural industry aiming at wealthier society in the Northern Province.

b) Mission

Creating conducive environment for knowledge based Dynamic Industrial & Livelihood Enterprises Development for all small and medium entrepreneurs in the Northern Province.

c) Objectives

- To be developed resource and market based rural industries and livelihood enterprises
- To be promoted skill development training with the Co-operative of National Institute.
- To be developed appropriate technology adaptation culture technology.
- To be developed entrepreneurship culture.
- To have established and maintained effective & efficient provincial, district and divisional level administrative mechanism for industrial and livelihood enterprise development.

1.2. Key Functions

National Policy Priorities and Strategies

Goal 1 To be developed resource and market based rural industries and livelihood enterprises

Strategy 1- dissemination of information to entrepreneurs.

Programme & Projects

- Establishment of dissemination centre.
- Seeking investment opportunities.
- Preparation of resource profile.
- Preparation of process profile.
- Preparation of investment profile.
- Conducting Industrial Survey and market surveys.

Strategy 2 - Providing appropriate and environmentally friendly technology transfer training.

Programme & Projects

- Conducting technology transfer training programme

Strategy 3 - Creating marketing lineage.

Programme & Projects

- Conducting or participating exhibition at national, provincial and divisional level.
- Conducting or participating to trade fair, special festival marketing programme.

Goal 2 To be promoted hand loom and power loom industries.

Strategy 1 - Providing infrastructure facilities.

Programme & Projects

- Establishment of training centres
- Establishment of handloom villages
- Establishment of handloom production centres

Strategy 2 - Providing skill development training

Programme & Projects

- Conducting 6 months handloom training course.
- Arranging special new technology adoption programmes.
- Exposure visits

Strategy 3 - Providing raw materials facilities and value addition

Programme & Projects

- Dye centre
- Yarn value addition centre

Strategy 4 - Providing marketing promotion facilities

Programme & Projects

- Exhibition.
- Competition

- Establishing permanent sales outlets.
- Mobile sales out let.

Goal 3 To be promoted resource and market-based handicraft

Strategy1 Providing appropriate and environmentally friendly technology transfer training

Programme & Projects

- Conducting technology transfer training programme.
- Providing exposure visit opportunities.

Strategy 2 - Providing marketing promotion facilities

Programme & Projects

- Exhibition.
- Competition
- Establishing sales outlets

Strategy 3 - Providing facilities to encourage cottage industries.

Programme & Projects

- Providing tools and equipment
- Infrastructure facilities

Goal 4 To be provided Skill Development Training and promoted skill development collaborated with National Institutes.

Strategy 1 Provide basic infrastructure facilities for training.

Programme & Projects

- Establishing training centers with fully equipment.
- Identification of market-oriented skills.
- Develop effective skill development training and delivery system.

Strategy 2 - providing facilities for self-employment

Programme & Projects

- Tools and equipment
- Linkage with employer
- Co-ordinate with other institutions and encourage partner sponsored Vocational Training Programs.

Goal 5 To be developed entrepreneurship culture

Strategy 1- Organizing entrepreneurship development program.

Programme & Projects

- Developing capacity to start micro enterprises.
- Career guidance development programme.
- Business development plan preparation.
- Awareness programme.

Goal 6 To have established and maintained effective & efficient Provincial, District and Divisional level administrative mechanism for Industrial and livelihood enterprise development.

Strategy 1 - Establishing linkage with similar organization.

Programme & Projects

- One stop office.
- Formation of industrial promotion advisory committee at district and provincial level.
- Develop counterpart network with state institutions, private organizations, NGO'S, INGO'S, and Chamber of Commerce for Industrial promotion.
- Strengthening district offices. Establishment of market growth centres.

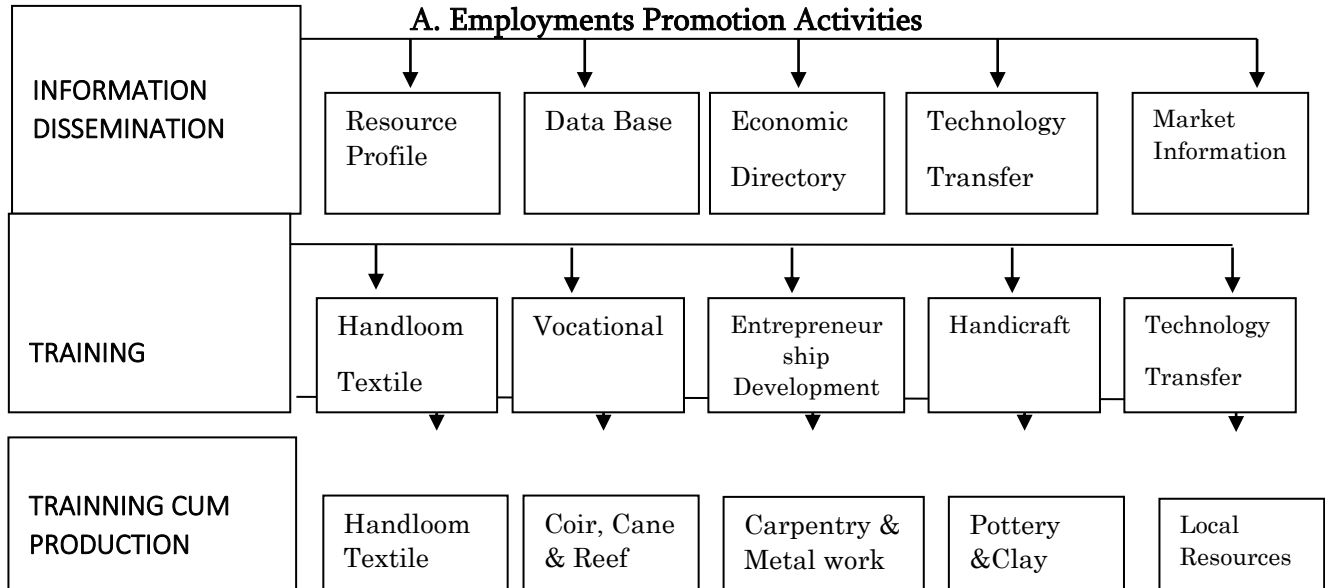
1.4 Organization Chart - Annexed

1.5 Departments under the Ministry/ Main Divisions of the Department

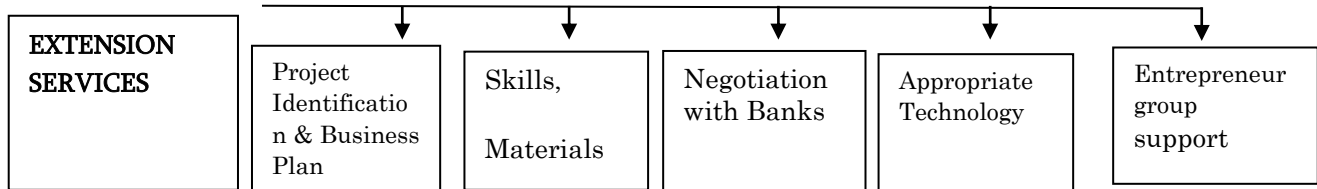
- A) **Provincial Level –**
Provincial Director, Accountant, Assistant Director, Administrative Officer, Industries Promotion Officer, Development Officers and supporting staff.
- B) **District Level–**
District Office: District Officer, Development Officers.
- C) **Divisional Level –**
Development Officers, Senior Textile Instructor, Textile Instructor, Small Industries Demonstrator, Sales manager and supporting staff.

Industrial Range/ Specific Subject

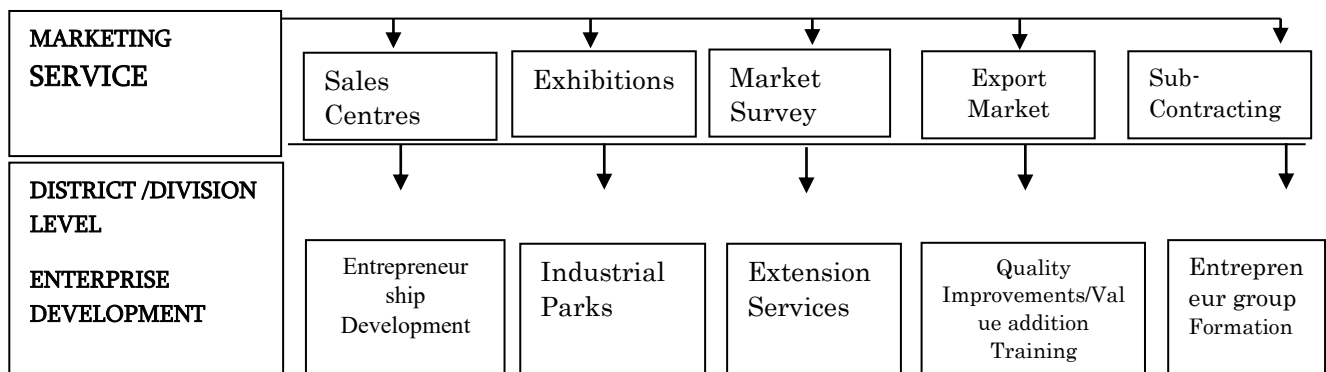
A. Employments Promotion Activities



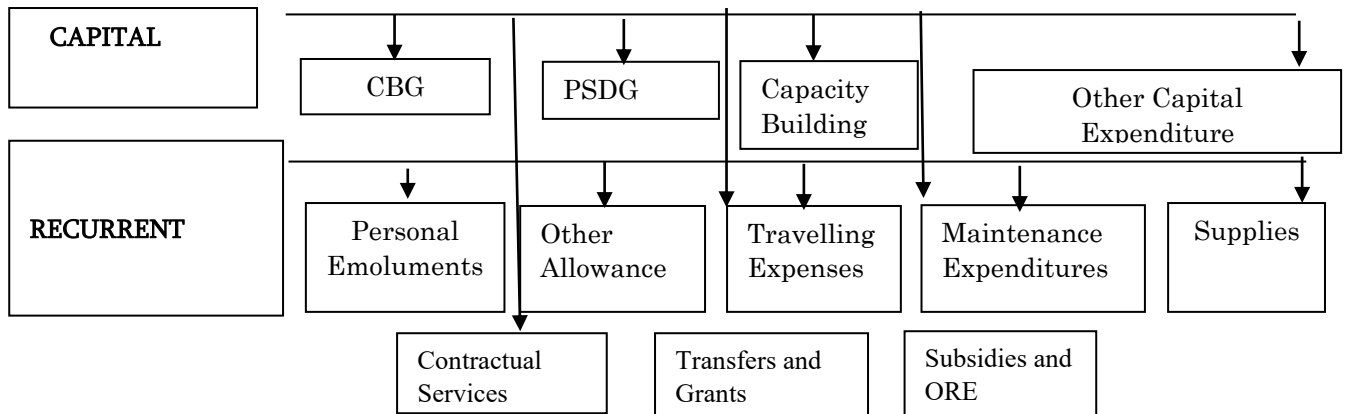
B. Enterprise Promotion Activities



A. Investment Promotion Activities



1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council



1.7. Details of the Foreign Funded Projects (if any)

- Name of the Project Name of the Project: ILO – LEED+ Project (2nd phase)
- Donor Agency: The International Labour Organization
- Estimated Cost of the Project: Rs. MnRs.29.304 Mn
- Project Duration: 14 Months (28.02. 2022 – 31.01.2023)
- Name of the Project Name of the Project: ILO – LEED+ Project (3rd phase)
- Donor Agency: The International Labour Organization
- Estimated Cost of the Project: Rs. MnRs.16.18 Mn
- Project Duration: 14 Months (15.11. 2022 – 15.04.2023)

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals
(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

Highlights of Achievements

❖ Successfully conducted Capacity Development Program

In 2023 Department of Industries trained 78 youths in hand loom weaving with the expenditure of 0.94Mn and given 80 employment opportunities in the hand loom weaving centres as the weavers. The total hand loom production is Rs.4.84Mn in the hand loom weaving centres.

❖ Produced Rs. 4,841,129.25 Works of Annual Handloom Production of the Northern Province

The Details as following

S.N	District	No of Centres	No of Trainees	No of Weavers	Year Production (Rs) up to December 2023	Sales (Rs)
1	Jaffna	10	20	37	3,262,441.54	5,567,277.05
2	Killinochchi	01	01	03	62,876.94	
3	Mullaithivu	02	04	05	46,569.66	
4	Vavuniya	04	12	21	1,016,201.68	
5	Mannar	04	41	14	453,039.43	
		21	78	80	4,841,129.25	

❖ Achieved of Annual Power loom weaving Production worth of Rs.968,056.28 the details as follows

There are two power loom centres located in Chunnakam and Thumpalai in Jaffna district, Northern Province.

District	No of Centers	No of Weavers	Year Production (Rs)
Jaffna	02(Chunnakam, Thumpalai)	02	968,056.28

Batik Centres

Achieved of Annual Batik Production worth of Rs.1,856,245.62 the details as follows

There are two Batik centres located in Arali and Paththameny in Jaffna district of Northern Province

District	No of Centers	No of Labours	Year Production (Rs)	Sales (Rs)
Jaffna	02	04	1,856,245.62	1,177,540.00

Achieved of Annual Production and Supply of Yarn by Dye Centre in Jaffna District

- ❖ Dye centre has dyeing facility, which operates to produce dyed yarn in various colours. It is a unique advantage for Department of Industries of Northern Province. Purchased gray yarns have stored and dyed as per the requirements of weaving centres under the department.

Purchased gray yarn (Kg)	Purchased Colored yarn (Kg)	Dyed yarn (Kg)	Issued Yarn to the Centers (Kg)
2025	142	1355.375	1533.522

❖ Successfully implemented Line Ministry Programme of Rs.3.8Mn worth the details follows

Division of small and medium enterprise development, Ministry of Industries, Colombo granted Rs. 3.8 million to implement the project on “to enhance the weaving centers by granting the tools and equipment”. The following apparatus purchased and repaired to improve the handloom production in Northern Province.

S.No	Activities	Numbers	Unit cost (Rs.)	Total Expenditure Rs.)
1	Dobby machine purchased	11	52,500.00	577,500.00
2	Electric bobbin winding machine purchased	4	210,000.00	840,000.00
3	Existing electrical bobbin winding machine modernized	7	124,770.00	873,390.00
4	36” handloom apparatus purchased	20	75,000.00	1,500,000.00
	Total			3,790,890.00

- ❖ **Successfully provided the 25 employment opportunities were given under small Industrial sector in Pottery, Coir and carpentry Centres.**

S.N. o	Product Name	Name of Centers						Total Unit	Value (Rs) total amount
		Pulopalai		Kachchai		Eluthumadduval			
		Unit	Value (Rs)	Unit	Value (Rs)	Unit	Value (Rs)		
1	Coir Kg	2736	81,564.72	-				2736.00	81564.72
2	Coir rope Kg	2059.43	228,380.60	2,647.84	277,629.70	71	9240.65	4778.26	515250.95
3	Coir dust L	57,456.00	75,146.40	-	-			57456.00	75146.40
4	Foot Rag	7	985.46	13	1,939.73			20	2925.19
5	Broom Stick	10	1,816.80					10	1816.80
	Total								676704.06
No of Labors		5		2		1		8	
Sales Amount		303950.87		305910.76		4257.60		614119.23	

Pottery based Production.

S.No	Type of Activities	District	Division	No of Labors	Production (Rs)	Sales(Rs)
01	Pottery	Jaffna	Chankanai	02	179,041.50	107,230.42
Total				02	179,041.50	

❖ Successfully provided employment opportunities under Carpentry school furniture repair works

A sum of 8.87 Mn the Education Ministry for school furniture repair works 15 employment opportunities were given at Kachchai, Manipay and Vavuniya Skill Development centres of Department of Industries.

S.No	Location	Total Nos	Number of Furniture	Total Cost (Mn)	Employment opportunity
1	Kachchai	Table 447	1238	2,716,847.70	6
		Chair 791			
2	Vavuniya	Table 990	2988	4,505,372.09	5
		Chair 1998			
3	Manipay	Table 109	315	492,910.00	4
		Chair 206			
4	MDTU	Table 20	20	444,585.91	
5	RDHS	OPD Bench	35	1,158,953.95	
Total				8,874,083.74	15

06. Types of training were provided under advanced technology transfer training

- ❖ Under advanced technology transfer training, following 08 categories of trainings have been conducted for the worth of 0.57Mn. There are 168 beneficiaries benefited through these 06 programmes.

Capacity Develop Programme

Skill Development Activities and Projects implemented:

Department of Industry

- ❖ Batik training programmes (trainings and equipment supports) were conducted under the Provincial Specific Development Grant (PSDG). Total budget spends LKR.2.00Mn.
- ❖ 01 Month training programme on Batik was conducted for 15 participants in Mannar from 29.08.2023 to 04.09.2023.
- ❖ 01 Month training Programme on Batik was conducted for 15 Participants in Kilinochchi from 04.10.2023 to 07.11.2023.
 1. Aari Work Training Programme
 2. Decorative craft Training Programme
 3. Reed Based (pan) Craft Training Programme
 4. Hair Dressing & Bridal Makeup Training Programme
 5. Hand Bag Making Training Programme
 6. Broom Stick Training Programme

Progress Summary of Advanced technology transfer training programme – 2023

S.No	District	No of Training	No of Beneficiaries	Expenditure
01	Jaffna	03	82	151,169.00
02	Kilinochchi	01	20	57,015.00
03	Mullaitivu	01	10	84,800.00
04	Mannar	02	38	236,380.00
05	Vavuniya	01	18	32,600.00
Total		08	168	561,964.00

Successfully Implemented Annual Implementation Programme PSDG Capital work done through PSDG, CBG funds

- The 29.00Mn fund was allocated under PSDG for the Development of Office Building, Northern Province (Stage II).
- The 1.00Mn fund was allocated under PSDG for the Development of Batik centre, Paththameny, Jaffna.
- The 1.00Mn fund was allocated under PSDG for the Development of Batik centre, Araly, Jaffna.
- The 3.00Mn worth of fund was allocated under PSDG for the equipment support to the existing Enterprises & Entrepreneurs for their enterprise development. Equipment support was given to 53 Nos of entrepreneurs.

Capital work done through CBG funds.

- ❖ The 3.50Mn worth of fund was allocated under CBG to purchase laptop computer, HP Lazorjet Printers, Computer accessories & canopy to the Head office & all five Districts.

On Behalf of the Poverty Alleviation and Employment Creation Council programme.

15 villages were selected for under mentioned training programmes.

There are two following training programmes were completed in year 2023.

- 10 Days Training Programme on Aari work was conducted for 20 participants at Emil nagar, Mannar Town from 08.08.2023 to 18.08.2023.
- 10 Days Training Programme on Aari work was conducted for 18 participants at Achchankulam, Nanaddan, Mannar 29.08.2023 to 07.09.2023
- ❖ Course in Decorative crafts training will be commenced to the 07 numbers of women prisoners on 27th June 2023 (Tuesday) by Department of Industries Northern Province.

2.1 Special Achievements

Successfully Conducted the Provincial Handloom competition and Annual Handloom awarding Ceremony.

Annually “Handloom Awarding Ceremony” is celebrated to honor the evaluated best ones and to inspiring the weavers and textile instructors to involve in producing high quality, unique items. Department of Industries (NP) conducted the handloom competition of the year on 10.10.2023 at the Teacher Training School for Weaving, Nallur, Jaffna with the collaboration of Department of Textile Industry. There were 193 items displayed in the competition under 14 categories, which were submitted by the weavers of the department and private weavers in all five districts of Northern Province.

Among those, 57 items were selected by judgment panel of the Department of Textile Industry and the selected items placed its chance to participate in the National level competition. Summary of the prizes of the selected 57 items and special awards are given in the table below.

Summary of the Provincial level Handloom Competition

S.No	Prize	Numbers
1	First place	14
2	Second place	13
3	Third place	11
4	Merit I	11
5	Merit II	8
6	Best Designer in Textile Weaving	1
7	Best Weaving in textile Handloom	1
	Total	59

National Level Handloom competition

National Level handloom competition conducted by Department of Textile Industry at Research Training Design and Services division, kaddupaduththa on 27th October 2023. Department of Industries (NP) captured the 2nd prize for men’s garment and awarded on 6th December 2023 at Sirimavo Bandaranaike Memorial Hall Exhibition (BMICH) Centre. Detail of the awards are given below,

Handloom Exam 2023

Department of industries organized written and a practical exam in Jaffna and Mannar districts to evaluate the knowledge and skill of the weavers in Northern province. Written exam was conducted on 12th July 2023 and practical was conducted on 14th July 2023. Out of 24 applications received by department, 11 candidates presented for the exam.

Handloom Training under PSDG

An amount of Rs. 1.0 million allocated to give the trainings in-order to enhance the skill and knowledge of textile instructors, trained trainers and trainees in the handloom weaving centres of Northern Province.

Total expenditure is Rs. **999,416.65**.

a. Wool towel training programme

Wool towel training programme conducted at Nallur North weaving centre for five days from 16th October 2023 to 20th October 2023 for textile instructors, trained trainers, and trainees in Jaffna district. Department of Industry invited a resource person from Department of Textile Industry. In this training programme 20 participants participated and gained the training form the specialized textile instructor.

b. Weaving Estimate preparation training programme

Two training programme for two days were conducted at Jaffna and Vavuniya district. A resource person of textile instructor from Department of Industry trained on estimate preparation and about 20 participants participated in each programme. Textile instructors, trained trainers, and trainees from Jaffna, Vavuniya and Mannar were benefited therein.

c. Screen printing Training programme

Screen printing training programme conducted at Kantharmadam weaving centre for two days from 9th November 2023 to 10th November 2023 for textile instructors, trained trainers, and trainees in Jaffna district. Industrial Development board of Ceylon conducted the training and 180 participants participated.

d. Dobby training programme

Dobby training programme conducted at Veppankulam weaving centre for twelve days from 14th November 2023 to 25th November 2023 for textile instructors, trained trainers, and trainees in Vavuniya district. Department of Industry invited a resource person from Department of Textile Industry. In this training programme 20 participants participated and gained the training form the specialized textile instructor.

Conducted the Provincial Handloom Competition and Shilpa Abimani Provincial Handicrafts competition Awarding Ceremony – 2023

The award ceremony for the winners of handloom and handicraft competitions organized by the National craft Council and the Department of textile Industry along with the Department of Industries, was held on Tuesday 28.11.2023 at 9.30 am at Saraswati Hall under the leadership of Mrs.Vanaja Selvaratnam, Provincial Director of the Department of Industries.

Total Awards	1 st Position	2 nd Position	3 rd Position	Special award
119	39	39	39	2

National Level Handicraft competition & National Handicrafts Presidential Awarding Ceremony.

National Level **Handicraft competition** conducted by the National craft Council on 19th & 20th December 2023. 114 items were selected for this competition in Northern Province by the jury of National crafts Council and the selected items placed its chance to participate in the National level competition. Department of Industries (NP) captured 42 awards.

The awarding ceremony for the winners of National level handicraft competitions was held on Wednesday 03.01.2024 at Bandaranaike Memorial International Conference Hall (BMICH) under the leadership of the Honorable President of Democratic Socialist Republic of Sri Lanka.

Summary of Handicraft National Awards

Details of Awards	Numbers
Silver	02
1 st place	08
2 nd place	07
3 rd Place	06
Special awards	19
Total	42

Successfully Conducted Market /Trade fair to capture

Department of Industries conducts Markets / Trade fairs in order to give marketing opportunities to the micro level potential.

Cargils Market – Jaffna

S. o	Date of the event	No of MSMEs	Total Sales
1	January	07	722,250.00
2	February	16	935,470.00
3	March	20	1,156,550.00
4	May	06	129,300.00
5	June	08	274,700.00
6	July	02	206,000.00
Total		59	3,424,270.00

Happy Market – Jaffna

S. No	Date of the event	No of MSMEs	Total Sales
1	08.07.2023	05	99,820.00
2	15.07.2023	10	139,300.00
3	29.07.2023	09	87,425.00
4	05.08.2023	09	158,000.00
5	12.08.2023	10	98,750.00
6	19.08.2023	10	203,500.00
7	26.08.2023	10	63,000.00
8	16.09.2023	04	18,400.00
9	23.09.2023	05	21,300.00
10	30.09.2023	05	48,300.00
Total		77	937,795.00

Monthly Market - 2023

S.No	District	No of MSMEs	Total Sales
1	Jaffna	601	4,581,659.00
2	Kilinochchi	206	997,250.00
3	Vavuniya	73	411,860.00
4	Mannar	188	609,750.00
5	Mullaitivu	82	540,725.00
Total		1150	7,141,244.00

Conducted Monthly market with the Collection of Hon.Governor Office.

- ❖ A Trade fair was conducted on 28.02.2023 at Governor Office for 20 women MSMEs. Department of Industries takes opportunity to highlights of the event is to provide potential marketing opportunity and create linkages among the MSMEs, stakeholders and private buyers. Total sales of the MSME's: - LKR. 418,720.00.

Newly Established women marketing platform at New Bus Stand

- ❖ Women Marketing platform was established by Department of Industries at newly opened bus-stand where 03 MSME invited and facilitated for the marketing on 22.02.2023. This event had been conducted based on the instruction given by Hon. Governor.

Conducted Sangiliyan Park - Weekly Market

S. No	Date of the event	No of MSMEs	Total Sales
1	02.04.2023	24	150,600.00
2	04.06.2023	26	157,650.00
3	09.07.2023	23	270,380.00
4	24.09.2023	16	87,600.00
Total		89	666,230.00

Distributed Invitation to stakeholders for Career Fair Faculty of Arts, University of Jaffna.

Creating or finding job opportunities for the Arts degree holders in a Government and Non-Government sectors.

- ❖ The session conducted on 03.03.2023. The Department of Industries had conducted interview and knowledge sharing to the 34 university students. Discussion points were to provide opportunities to the corporate & government Sectors to employ prospective graduate, students with opportunities to join the corporate and government sectors as trainees/interns & to improve their profession-oriented skills and to provide exposure to professional skills and career paths to the graduates and undergraduates.

The Milestone archived with the visit of Representatives of SAARC countries visit Jaffna

- ❖ SAARC representative's visits to Jaffna on 06th January 2023, during their programme, paid a visit to the weaving center in Siruppiddy area on the direction of Hon.Governor. Team wanted to support to the weavers by purchasing some of the above products where they purchased for sum of Rs.36,000.00 and the Provincial Director of the Industries Department honored them by issuing handloom items as a souvenir.

Discussion held with Entrepreneurial

- ❖ discussion was held on 23.02.2023 at Kilinochchi Skill Development Center for 25 entrepreneurs, organized by Department of Industries Northern Province to enhance their entrepreneurship skill to improve their careers by targeting 148 students of the Engineering Faculty of the Faculty of Management and Commerce of the University of Jaffna.

Packaging Training to MSMEs

- ❖ A skill development training on Packaging and Labeling was conducted by Happy Marketing Pvt Ltd on 26.04.2023. There are 40 MSMEs from Jaffna District actively participated.

Trade - fair

- ❖ A trade fair was organized conducted from 26th to 27th January 2023 at Urban council ground, Vavuniya under ILO LEED+ Project. 55 stalls provided to 85 MSMEs from Mannar and Vavuniya Districts. The MSMEs are actively participated. Total sales of the MSME's was LKR. 2,877,172.00.

Ministry of Women's Affairs, Northern Province celebrated International Women's Day – 2023 "Innovation & Technology for Gender Equality" in collaboration with the Consulate General of Indian, Jaffna on 15.03.2023. According to this, a trade fair was organized conducted on 15.03.2023 at Cultural hall, Jaffna. There are 55 sales stalls provided to 85 MSMEs who actively participated in the trade-fair. Total sales of the MSME's was LKR. 1,369,669.00.

- ❖ A trade fair was organized and conducted from 24th to 25th March 2023 at Pasumai Park, Kilinochchi under ILO LEED+ Project. There are 86 MSMEs with 65 sales stalls were actively participated. Total sales of the MSME's was LKR. 2,710,295.00.
- ❖ A trade fair was organized and conducted from 10th to 12th April 2023 at Cultural Center, Jaffna under ILO LEED+ Project collaborated with Consulate General of India and Digital Sponsored by HNB Jaffna. There are 125 MSMEs with 110 sales stalls were actively participated. Total sales of the MSME's was LKR. 8,218,087.00,

- ❖ Third phase under the 02 collaboration of Department of Industries, Northern Province and International Labour Organization (ILO), a TOT level Capacity Building Training programme had been conducted for Staff of the Department of Industries, Northern Province on the subject of Business Development for MSMEs in Northern Province. This training was conducted from 6th of June to 23rd of June 2023 for 10 Days as residential training programme in Friends Inn Hotel, Kilinochchi. There are 20 Department staffs actively participated in the training.
- ❖ Discussion for Policy Development with Strategic Plan for Industrial Sector of Northern Province under ILO LEED+ Project was held with the respective stakeholders of government institutions and entrepreneurs in Northern Province. There are 280 stakeholders and 205 entrepreneurs actively participated in the discussion. 03 days Business Development and Counseling Training programme for the selected entrepreneurs was held in fourteen DS Division in Northern Province

❖ Successfully Issued NVQ Certificate under RPL system.

713 Application received by the NAITA from Department of Industries.

No	District	No of Applications accepted by NAITA	No of already Registered Applications	No of ILO Contribution Applications	No of Department of Industries Contribution Applications	Nos of assessments completed
1	Jaffna	380	34	42	338	117
2	Vavuniya	71	31	0	71	12
3	Mullaitivu	40	0	0	40	18
4	Kilinochchi	86	0	8	78	31
5	Mannar	136	0	0	136	21
Total		713	65	50	663	199

❖ Conducted Awarding Ceremony of NVQ through Recognition of Prior Learning (RPL)

Under the RPL System Selected 173 Northern Provincial Candidates were awarded for NVQ Level 3 & 4 who have Completed the Trade Exam Conducted by the NAITA. The Function was held on 10th of October 2023 at Municipal Council's Ponvizla Hall, Chavakacheri with the Leadership of Chief Secretary Northern Province. The Event was graced by Hon'ble Education Minister Mr. Susil Premajeyantha as the Chief Guest.

2.2 Challenges

1. Pool Vehicle is using by the 5 staff officers from 4 units of the department where the fuel consumption and maintenance cost is high as it is high comfort vehicle.
2. The present vehicle is under using for the purpose of carrying out monitoring, materials transportation (raw materials & finished materials), procurement purpose, field missionary for IPO and DOs.
3. Appropriate vehicle is required to carry out above works and minimize maintenance cost as well.

2.3 Future Goals

1. A trade fair is planned to conduct Jan 2024 for the market opportunity
2. The Provincial Level Textile & Handicraft competition awarding Ceremony will be conducted in Nov 2023. This awarding is being conducted to encourage the Traditional weavers and young trained weavers and craftsmen.
3. Geo mapping of Enterprise data is planed with Third party.lk to conduct a Enterprise survey in Northern Province
4. The management capacity of the Development of Industries will be expanded in next year to extent the services of the department to the needy entrepreneurs
5. E-Job corner will be established with GPS mapping – enterprise data collection, also it will facilitate in job (employer and employees) mismatch (to find suitable appropriate skill person & jobs

7. Establishment an industrial forum for SME sector of Northern Province
8. For the upgrading of Chankanai pottery center, we need LKR.5.0 Mn to reactivate with the technical support of National Craft Council (2023/2024)
9. Establishing 5 Mini Industrial Parks in each district of the Northern Province (2023/2025)
10. Introducing Partially Mechanize Handloom in Kantharmadam Training Center and provide necessary training to the selected youths from the location.
11. Promote Industrial Handloom Village in Sirupitty from the Kopay DS Division and Ambalankodalla from Vavuniya South DS Division.
12. Establishment of the water treatment plant for the Batik dyeing centers in Allarai of the Chankanai DS Division
13. Supporting selected Entrepreneurs including person with disabilities (PwD) under the ILO's LEED+ Project to improve their business for next level.
14. Provide ToT level SIYB training (Start and Improve Your Business) to the selected Development Officers & staff in order to train approximately 1000 SMEs from 34 DS Divisions in Northern Province
15. Establish Women Marketing place in Pannai in own land of Department of Industries –NP
16. The collaboration with VTA will be extended in 2023 to cater number of students in NVQ level certification
17. The industrial Statue for Northern Province Prepared. If it is passed in the provincial council, Industrial department able to;
 - Register the entrepreneurs / Enterprises in the SME sector
 - Collaborate with relevant agencies for the Industrial Sector development
 - Develop needed institutions like “Northern Industrial Research Center”.
18. Mini Industrial Park (50 acres in Poonakary) and the Industrial zone (100 acres in Mulankavil) completion of the formalities (Permission from land use planning committee to allocate land from wildlife land

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts		-	-	
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	-
	Non-Revenue Receipts		-	-	-
	Treasury Imprests		149,981,570	107,448,225	ACA-3
	Deposits		39,512,264	60,958,508	ACA-4
	Advance Accounts		5,082,551	5,895,358	ACA-5/5(a)
	Other Main ledger Receipts		-	-	-
	Total Non-Revenue Receipts (B)		194,576,385	174,302,091	
	Total Revenue Receipts&Total Non-Revenue Receipts (C) = (A)+(B)		194,576,385	174,302,091	



	Remittance to the Treasury (D)		4,464,494	24,990,490	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		190,111,891	149,311,601	
	Less: Expenditure				
	Recurrent Expenditure				
79,100,000.00	Wages, Salaries & Other Employment Benefits	5	81,638,529	75,802,412	ACA-2(ii)
22,481,000.00	Other Goods & Services	6	30,166,723	19,807,682	
3,640,000.00	Subsidies, Grants and Transfers	7	3,556,965	2,972,490	
	Interest Payments	8	-	-	
300,000.00	Other Recurrent Expenditure	9	312,045	258,861	
105,521,000.00	Total Recurrent Expenditure (F)		115,674,262	98,841,445	
	Capital Expenditure				
1,322,700.00	Rehabilitation & Improvement of Capital Assets	10	1,997,513	1,318,473	ACA-2(ii)
11,018,000.00	Acquisition of Capital Assets	11	21,732,307	8,096,909	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	999,417	-	
-	Capacity Building	14	-	-	
1,884,000.00	Other Capital Expenditure	15	4,953,172	1,883,977	
14,224,700.00	Total Capital Expenditure (G)		29,682,410	11,299,359	
	Deposit Payments		44,143,135	37,255,930	ACA-4
	Advance Payments		5,554,670	5,931,416	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		49,697,804	43,187,346	
	Total Expenditure I=(F+G+H)		195,054,477	153,328,150	
	Balance as at 31st December J=(E-I)		(4,942,587)	(4,016,549)	
	Balance as per the Imprest Adjustment Statement		(4,942,587)	(4,016,549)	
	Imprest Balance as at 31 st December		0	0	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	83,795,658	62,255,351
Financial Assets			
Advance Accounts	ACA-5/5(a)	10,933,850	10,461,731
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		94,729,508	72,717,082
Net Assets / Equity			
Net Worth to Treasury		(17,541,893)	(22,644,883)
Property, Plant & Equipment Reserve		83,795,658	62,255,351
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	28,475,743	33,106,614
Imprest Balance	ACA-3	-	-
Total Liabilities		94,729,508	72,717,082

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	335,823	212,557
Imprest Received	149,981,570	107,448,225
Recoveries from Advance	737,234	577,317
Deposit Received	37,139,250	60,772,843
Total Cash generated from Operations (A)	188,193,877	169,010,943
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	104,005,279	88,108,390
Subsidies & Transfer Payments	3,556,965	2,972,490
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	4,464,494	24,990,490
Advance Payments	4,500,000	4,500,000
Deposit Payments	44,032,805	37,255,580
Total Cash disbursed for Operations (B)	160,559,543	157,826,950
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	27,634,334	11,183,993
Cash Flows from Investing Activities		
Interest	14,435	2,283
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	2,265	50,910
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	16,700	53,193
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	27,651,033	11,237,186
Total Cash disbursed for Investing Activities (E)	27,651,033	11,237,186
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(27,634,334)	(11,183,993)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	(0)	(0)
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-

Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2022		
Closing Cash Balance as at 31st December 2022	-	-

3.4 Notes to the Financial Statements

S.No	Source of Funds	No. of Activities	Allocation (Rs. Mn)	Expenditure (Rs. Mn)	Carried forward from 2023 to 2024
1	PSDG	6	40.00	26.186	-
2	CBG (Ministry & Department)	4	3.50	3.495	-
3	Recurrent	Personal Emoluments	87.650	81.622	-
		Other Recurrent	39.570	34.071	-
	Total		170.72	145.374	-

3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation -

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	127,220,000	127,220,000	115,694,262	90.94
Capital	40,500,000	43,500,000	29,682,410	68.23

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

Rs. ,000

S.No	Allocation received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
6111201	Building	11,743,000.00	11,743,000.00			
611148	Building (WIP)	38,148,142.41	38,148,142.41			
6112201	Machinery & equipment	13,098,044	13,098,044			
6112205	Furniture	6,024,311	6,027,311			

3.8 Performance of the Reporting of Non-Financial Assets - Nil

3.9 Auditor General's Report**

* The final audit report has not received yet.

3.10 Advance Accounts Activity

S.No	Particulars	Maximum limit of expenditure (Rs)	Minimum limit receipts (Rs)
01	Limit Authorised by the Appropriation Act	6,500,000.00	6,500,000.00
02	Actual at the end of the 4 th quarter (01.01.2023 -31.12.2023)	6,500,000.00	8,153,689.49

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific indicators			
		100% - 90%	75% - 89%	50% - 74%
01	Percentage of products increased	✓		
02	Percentage of value-added products increased	✓		
03	No. of products increased	✓		
04	No. of job opportunity created	✓		
05	Percentage of existing entrepreneurs who expand their own enterprises	✓		
06	Percentage of self-employment created	✓		

07	No. of skill persons benefits increased	✓		
08	Percentage of staff capacity development	✓		
09	Percentage of existing entrepreneurs who expand their own enterprises	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% -74%	75% - 100%
1	Development of micro/ small industries and handicrafts	1:1	1. Quality improvement			✓
		8.3				✓
2	Skill and vocational development	9.3	1. Entrepreneurship development 2. Appropriate technology adoption			✓ ✓
3	Capacity Development of Government Organizations	8.6 8.3.	1. Capacity Development of Government Organizations			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievements in 2023

1. Development of Office Building, Northern Province (Stage II)
2. Equipment support to the existing enterprises & entrepreneurs
3. Development of Batik centre, Paththamemy
4. Development of Batik centre, Araly
5. Providing Training and Equipment Supports – Batik
6. Providing Training – Textiles Demonstrators

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	04	03	01
2	Territory	04	04	-
3	Secondary	163	116	64
4	Primary	11	08	03
	Total	182	131	68

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

- There are only three Industries Promotion Officer (IPO) working as sector wise departmental officers. At the same time the IPO cadre made as personnel to the holder by cadre commission. But department needs to increase the IPO cadre to serve effectively to the entrepreneurs.
- Vacancies of Textile Instructors and Small Industries Demonstrators are not filled for long time. Due to this unable to run the skill development training centre.
- Inadequate office accommodation to strengthen the district level offices.
- Lack of official transport is available for livelihood extension services at District and Divisional levels. One and only driver is working for assign vehicle.

- Present designer cadre is approved with MN -1Salary scale. No qualified candidates available to apply for this post. Therefore, it should be upgraded as MN-4 salary scale and also cadre to be increased as 06 Nos including district level in order to accommodate art and design graduates.
- There are No specialized cadre for dye centre for the dying process and the distribution of the dyed yarn to the needy weaving centres in Northern Province.
- No departmental field staff as non-transferable. Because of transferable Development Officers, most of the field level activities will be dropped down when they got transfers. Departmental field level staff are important to carry out the activities continuous in field level.

Constraints

- Inadequacy of skilled personal & resource persons.
- Non availability of appropriate process and technologies.
- Non availability of basic infrastructure facilities.
- Lack of transport facilities.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Sign Language	01	19.01.2023-16.02.2023			Local	Staff Knowledge development
02	Second Language for Government officers	01	26.01.2023-10.03.2023			Local	
03	General English	01	02.03.2023			Local	
04	Data Collection & Digital Marketing	01	13.02.2023			Local	
05	General English	01	02.03.2023			Local	
06	Disciplinary Procedure	01	08.03.2023			Local	
07	E Business Training Programme	01	13.02.2023			Local	
08	Business Development Training Programme to Women Entrepreneurs	01	13.02.2023			Local	
09	Disciplinary Procedure	01	08.03.2023			Local	
10	Second Language for Government officers	01	14.03.2023-27.04.2023			Local	
11	Gender equality Business plan	04	24.04.2023-28.04.2023			Local	Staff Knowledge development
12	Procurement Procedure	02	04.05.2023-15.12.2023			Local	
13	SLPSAS	01	11.05.2023-19.05.2023			Local	
14	Sinhala Language	01	25.04.2023 – 17.05.2023			Local	
15	Salary Conversion	22	23.05.2023,24, 25,26,30,31			Local	
16	Anticorruption	01	23.05.2023			Local	
17	Establishment Code I, II, Procedure Rules	21	29.05.2023, 31 14.06.2023,15, 16			Local	



18	General English for public Servant	01	15.06.2023 to 20 Working Days			Local	
19	Second Language for Government officers	02	11.07.2023 - 05.09.2023			Local	
20	Training on Right to Information Act	09	12.07.2023, 13.07.2023			Local	
21	Training on Internal Audit Technics & Guidelines	01	27.07.2023, 28.07.2023			Local	
22	Training on basic productivity tools	02	10.08.2023			Local	
23	Positive thinking and personality Development	04	10.08.2023			Local	
24	Effective Office Assistant	01	16.08.2023			Local	
25	Advanced Technics in MS Word & MS Excel	09	22.08.2023, 23, 24, 29, 31, 01.09. 2023			Local	
26	Project proposal writing	01	22.08.2023, 23.08.2023			Local	
27	Second Language for Government officers	02	24.08.2023			Local	Staff Knowledge development
28	Technics in MS Office	09	12.09.2023 - 22.09.2023			Local	
29	Training on Store Management	05	06.09.2023			Local	
30	Government Payroll System	02	06.09.2023			Local	
31	Training on Powers and Function of PC System	11	18.09.2023, 20.09.2023			Local	
32	Training on Salary Conversion	03	19.09.2023, 22, 26			Local	
33	Training public private partnership Sri Lanka	01	14.09.2023			Local	
34	Second Language for Government officers	04	11.07.2023 - 05.09.2023			Local	
35	Web based applications	07	03.10.2023- 11.10.2023			Local	
36	Training on maintenance Personal File	21	10.10.2023, 11			Local	
37	Establishment Code Procedure Rules	02	13.10.2023, 17, 20			Local	
38	Induction Training Programme for newly recruited Development Officers	01	17.10.2023 - 31 & 02.11.2023, 3, 7			Local	
39	Training on Cloud computing	03	14.11.2023, 17			Local	
40	Training on report writing in English	02	16.11.2023, 17			Local	
41	Family Work balance & Parental Skills	18	07.12.2023			Local	
42	Training on Green Productivity	02	14.12.2023			Local	

*Briefly state how the training program contributed to the performance of the institution

- ❖ Staff Knowledge development.
- ❖ Skill Development.

Chapter 07 -Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid on-compliance in future
1.0	The following financial statements/accounts have been submitted on due date	Complied		
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Complied		
1.4	Stores Advance Accounts	Complied		
1.5	Special Advance Accounts	Complied		
1.6	Others	Complied		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the accountants in terms of State Account Circular 171/2004 dated11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			



6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			



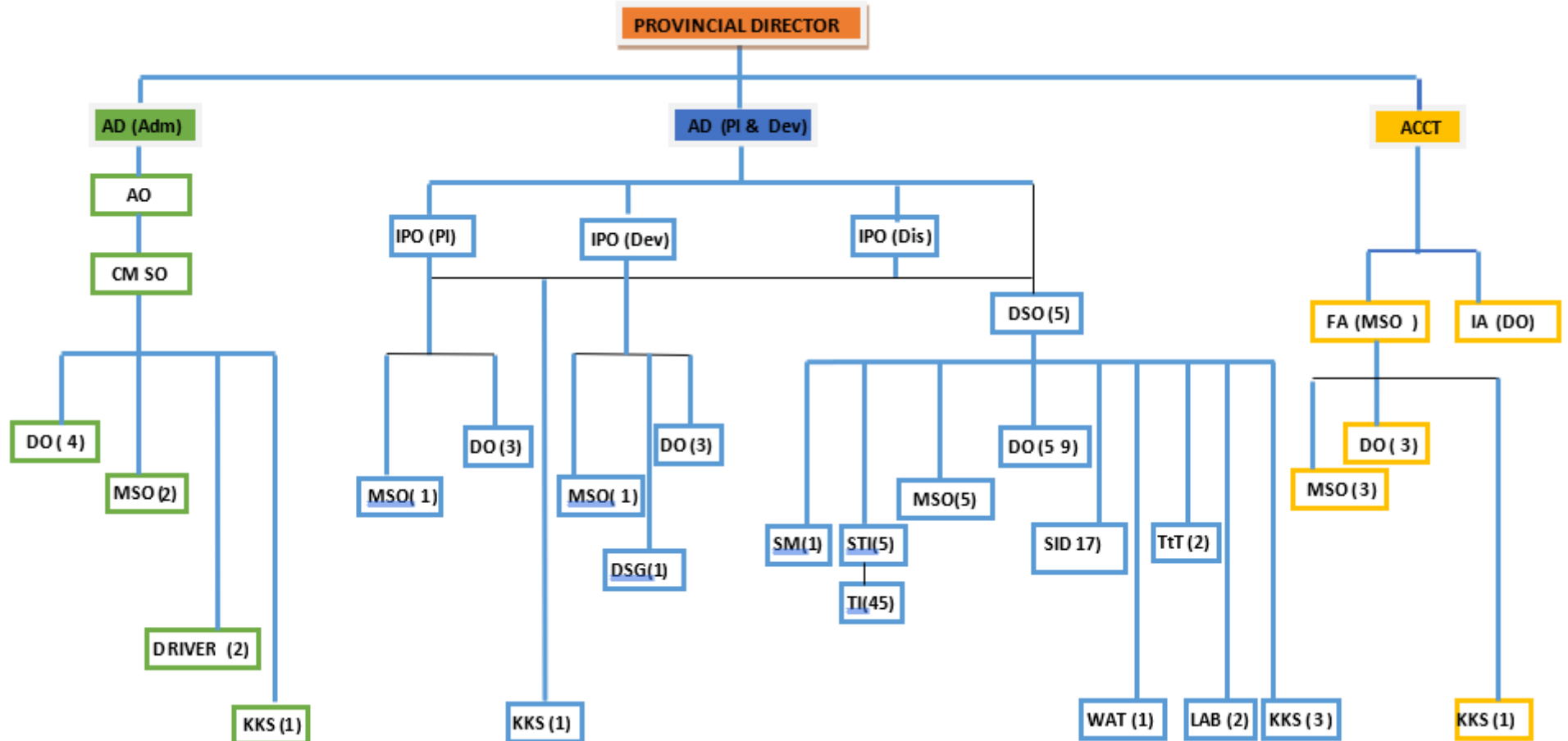
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreement shave been signed for the entire staff based on the format in Annexure 01of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

8.2 Annexure I – Organization Chart

AD-Assistant Director
ACCT-Accountant
AO-Administrative Officer
IPO- Industries Promotion Officer
FA- Financial Assistant
IA- Internal Audit

CMSO- Chief Management Service Officer
DO- Development Officer
MSO- Management Service Officer
KKS-Karyala Karya Sevakaya
STI- Senior Textile Instructor

SM- Salaes Manager
SID- Small Industries Demonstrator
TtT- Trainer to Traninees
DSG- Designer
WAT- Watcher
LAB- Labourer



DEPARTMENT OF INDUSTRIES

8.3 Department of Social Services, Northern Province

Expenditure Head No: 440

Chapter 01 - Institutional Profile / Executive Summary

1.1. Introduction

The Provincial Department of Social Services covers entire territorial boundary of Northern Province including five districts, a State Elders' Home (covered entire Northern Province) with around 200 elders as inmates. On the other hand, voluntary organizations such as 19 number of elder's homes, 23 number of elders day centres, 05 number of disable school, 16 number of disable home, 34 divisional level elders & disable societies 5 District level elders & disable societies are under the supervision of Department of Social Services. Vulnerable communities like 20,411 PWDs, 139,757 Elders and 61,101 women headed families are our target groups.

1.2. Vision, Mission, Objectives of the Institution

a) Vision

A Society with devoid vulnerability participates in national development.

b) Mission

Improving the living standard of vulnerable people by meeting their needs and integrating them into national development.

c) Objectives

- Improving the livelihood of the vulnerable people
- To assist the physically, mentally special needs persons
- Take care and look after the elders
- Increasing earning capacity and enhancing the income for Persons with disability through self-employment

1.3. Key Functions

- Payment of Public Assistance Monthly Allowance (PAMA).
- Supporting families living under the poverty line with self-employment grant to a maximum of Rs. 50,000 per family.
- Providing support equipment to the disabled.
- Providing vocational training to the disabled.
- Assisting the homes for the disabled.
- Assisting people suffering from contagious diseases such as T.B., Leprosy, Cancer Thalassemia, kidney diseases and Spinal cord diseases
- Maintenance of the State Elders Home at Kaithady.
- Providing ad-hoc grant and maintenance grant to Elder's homes and disable homes run by volunteer organizations.
- Compensating families living under poverty line whose property and belongings are damaged through accidents or disasters such as fire, tsunami, cyclone, wild elephants etc
- Capacity development of elders & Disable societies
- International Elders Day & Disable Day celebrations

1.4. Organizational Chart - Annexed

1.5. Departments under the Ministry / Main Divisions of the Department

- ✓ Administration Branch
- ✓ Accounts Branch
- ✓ Development & Planning Branch
- ✓ State Home for Elders -Kaithady
- ✓ Five Districts Social Services Offices

1.6. Institutions / Funds coming under the Ministry / Department / Provincial Council

- ✓ Recurrent
- ✓ Provincial Specific Development Grant (PSDG)
- ✓ Criteria Based Grant (CBG)
- ✓ Non-Government Organizations

1.7. Details of the Foreign Funded Projects (if any)

No	Name of the Project	Donor Agency	Estimated Cost of the Project - Rs. Mn	Project Duration
1	Assistance in Promoting Tamil Sign Language in Mother Tongue and Support Persons with Disabilities involved in Self-Employment through Collaboration with the Department of Social Service	International Labour Organization	12,592,650.00	From 10.08.2022 to 15.03.2023
2	Assistance to Mainstream Disability Inclusion at the Provincial Level Through Scaling up in Collaboration with the Department of Social Service		11,691,487.50	From 01.12.2022 to 30.04.2023
3	Launch of Provincial Disability Policy, Awareness Raising, and Talent showcase for Disabled Individuals in the Northern Province on International Day for Persons with Disabilities, in Collaboration with the Department of Social Service		1,644,825.00	From 01.11.2023 to 08.12.2023
4	Special Disable Equipment, and monetary assistance for children with disability.	Unicef	11,424,000.00	From 26.09.2022 to 30.06.2023
5	Sign Language Training Programmes for Government Officers, Preparation of Sign Language Guide Book for School going Children and Monetary Assistance for School Going Children with Disability		4,826,325.00	From 01.08.2023 to 30.04.2024

Chapter 02 - Progress and the Future Outlook
2.1. Special Achievement

- In 2023 routine works were carried out under recurrent allocation of about Rs.648Mn. In particular, Rs.22Mn worth of 9 improvement works of elder's home & district offices were implemented under this allocation.
- Under the capital allocation Rs.41.895Mn was spent under PSDG & 0.827Mn was spent under CBG. 34 accessible ramps & 40 Safety latrines were constructed, around 56 people received disable equipment as per their requested features & 98 disable families received the self-employment assistance, Vocational training was provided to 10 disabled persons in all five districts and kitchen improvement works of State Elders home has been completed & provincial level elders day & disable day were celebrated.
- Sign Language Training programmes for 64 Government Officials including Social Services Officers & other Department field staff -14Sessions
- Around 15 District, Technical group & validation meetings were conducted & inclusion policy for PWDs was launched
- 75 DPO's members trained to strengthen the Disable Persons Organizations.
- 75 DPO's members trained for farming technologies
- Self-employment assistance for 90PWDs

- Directory of Sign Language was published
- 547Nos disabled children received Rs.9,000.00 Monetary assistance for 3 months (Rs.3,000.00 per month)
- Sign Language Training programmes for 20 Government Officials from health sector
- 46 equipment were issued to PWDs
- Conducted capacity building training for 10 divisional level disabled person organizations & office equipment's provided to same 10 societies.

2.2. Challenges

- Provincial Department of Social Services has been functioning in quarters building of the State Home for Elders. Therefore, the space is inadequate for the department.
- Approximately more than 600Mn allocation is received for the Department to provide services to the public even though Accountant cadre is not approved for the Department.
- Elders home required a Special Care Unit to provide special caring for elders who are affected by the TB, Diarrhea and Infectious diseases.
- Public Assistance for Monthly Allowance (PAMA) payment is not realistic compare with the Cost of living (Rs.250/= - 500/= per month for a family)
- Differently able people's caring is completely depended in the private homes; therefore, State Home for the differently able is required. And also need a Mental Health Unit.
- Most of the civil works are implemented with the support of Divisional Secretariat's and Pradeshiya Sabha Technical Officers. Therefore, a TO is required for the department to carry out the civil works without delays.

2.3. Future Goals

- To provide better services to the all the vulnerable groups of women headed, elders and disabled population through the government aids and the public private partnership.
- To achieve the requirements by the enhancing the assistance for PAMA recipients and vulnerable persons. To prepare the master plan for modernizing the elder's home.
- To upgrade the livelihood of persons with disability to uplift their living standard.
- To establish a Vocational Training Centre for PWDs to stable their income by train themselves.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)		-	-	
	Non-Revenue Receipts				
	Treasury Imprests		693,072,942	628,068,373	ACA-3
	Deposits		38,968,296	33,946,088	ACA-4



	Advance Accounts		5,559,145	6,620,277	ACA-5/5(a)
	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		737,600,382	668,634,738	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) =(A)+(B)		737,600,382	668,634,738	
	Remittance to the Treasury (D)		3,850,968	8,751,406	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		733,749,414	659,883,332	
	Less: Expenditure				
	Recurrent Expenditure				
95,715,000	Wages, Salaries & Other Employment Benefits	5	98,010,003	95,309,899	ACA-2(ii)
17,781,200	Other Goods & Services	6	42,657,047	17,591,465	
531,886,500	Subsidies, Grants and Transfers	7	507,266,830	513,654,454	
-	Interest Payments	8	-	-	
250,000	Other Recurrent Expenditure	9	19,800.00	247,630.00	
645,632,700	Total Recurrent Expenditure (F)		647,953,680.00	626,803,448.00	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10			ACA-2(ii)
13,342,885	Acquisition of Capital Assets	11	2,927,053	10,461,465	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
1,637,515	Other Capital Expenditure	15	39,795,062.00	1,637,486	
14,980,400	Total Capital Expenditure (G)		42,722,115	12,098,951.00	
	Deposit Payments		44,447,997	26,206,922	ACA-4
660,613,100	Advance Payments		5,863,912	4,505,953	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		50,311,909	30,712,875	
	Total Expenditure I=(F+G+H)		740,987,704	669,615,274.00	
	Balance as at 31st December J=(E-I)		(7,238,290)	(9,731,942)	
	Balance as per the Imprest Adjustment Statement		(7,238,290)	(9,731,942)	ACA 7
	Imprest Balance as at 31st December		-	-	ACA -3

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.) 2023	Previous year (Rs.) 2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	122,279,638	92,726,362
Financial Assets			
Advance Accounts	ACA-5/5(a)	12,406,904	12,102,137
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		134,686,542	104,828,499
Net Assets / Equity			
Net Worth to Treasury		8,724,967	2,940,499
Property, Plant & Equipment Reserve		122,279,638	92,726,362
Rent and Work Advance Reserve	ACA-5(b)	-	-
Current Liabilities			
Deposits Accounts	ACA-4	3,681,937	9,161,638

Imprest Balance	ACA-3	-	-
Total Liabilities		134,686,542	104,828,499

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.) 2023	Previous Year (Rs.) 2022
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	681,975	303,175
Imprest Received	693,072,942	628,068,373
Recoveries from Advance	497,007	1,049,483
Deposit Received	37,786,938	33,814,043
Total Cash generated from Operations (A)	732,038,861	663,235,074
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	130,888,554	103,926,655
Subsidies & Transfer Payments	507,266,830	513,654,454
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	3,850,968	8,751,406
Advance Payments	5,291,462	3,736,577
Deposit Payments	44,281,539	26,161,949
Total Cash disbursed for Operations (B)	691,579,353	656,231,041
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	40,459,509	7,004,033
<u>Cash Flows from Investing Activities</u>		
Interest	618	8,484
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	161,935	140,420
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	162,553	148,904
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	40,622,062	7,152,937
Total Cash disbursed for Investing Activities (E)	40,622,062	(7,152,937)
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(40,459,509)	(7,004,033)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-

Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January 2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

Basis of Reporting

1) Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2) Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3) Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.

4) Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5) Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of Property Plant and Equipment.

6) Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2023.

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.01.01 RR	Rent on Government Building			69	
2002.02.02 RR	Interest on Loans advance to Public Officers			477	
2003.99.00 RR	Miscellaneous Receipt			903	
440/9001	W&OP			4,226	
Total				5,676	

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	713,796	716,296	647,954	90%
Capital	60,500	60,827	42,722	70%

**Imprest confirmation was given for Rs.42Mn by provincial treasury for PSDG works. Therefore 99.75% work were done according to the imprest confirmation

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments – Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2022	Balance as per financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6111	Building and Structures	33,913	41,620	✓	57%
6112	Machinery and Equipment	48,852	49,168		100%
6113	Other Non-financial Assets	9,961	12,062		
6141	Land	-	19,430	✓	43%

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators	Progress		
		100% - 90%	75% - 89%	50% - 74%
1	Number of poor differently able persons, women in need and affected persons by specified diseases are assisted or received relevant services.	✓		
2	Number of Elders Homes and Number of disabled homes are facilitated		✓	
3	Number of Persons received self-employment assistance	✓		
4	Providing Disable equipment	✓		
5	Poverty Alleviation (PAMA)	✓		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	1 - End poverty in all its forms everywhere	1.4.	Number of People were provided disable equipment's			✓
			Number of People were benefited by providing Public Assistance for Monthly Allowance (PAMA) payment			✓
			Number of access ramp constructed			✓
			Number of safety latrines constructed			✓
2	8 - Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all	8.5.	Number of Persons receive the Self Employment			✓

3	16 - Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	16.7.	Number of Elders Day Centres, Elders Home Receive the Grant			✓

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

Achievements

- Maintenance of Elders Home
- Rs.9.62Mn was paid as subsidy for self-employment assistance.
- Rs.4.08 Mn was paid as grant for elder day centres, elders' homes and disabled school.
- 1078 No of Disable equipment were provided to disable persons.
- In 2023 altogether more than 34,873 members were from all five districts benefitted by the payment of PAMA.
- Divisional, District & Provincial Level Disable Day & Elders Day were celebrated
- 34 accessible ramps & 40 Safety latrines were constructed
- 98 disable families received the self-employment assistance
- Vocational training was provided to 50 disabled persons

Challenges

- Limited release of imprest for capital & recurrent allocation to satisfy the requirements of the elders & disabled persons.
- Lack of Technical Officers to assist in construction works.
- Public Assistance for Monthly Allowance (PAMA) payment amount is very less amount to compare with the Cost of Living.
- Lack of infrastructure facilities for disable people such as state homes and Vocational Training Centre
- Non availability of sufficient separate accommodation in Elders Home for mentally affected elders. And also need trained counsellor to treat the depressed patients.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies /	(Excess)**
1	Senior	2	2	-	-
2	Territory	46	34	12	-
3	Secondary	75	77	8	10
4	Primary	51	43	8	-
Total		174	156	28	10

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Department of Social Services had covered a wide span of control, and spend the annual average expenditure of Rs. 600Mn every year. As a result, an Accountant position is essential for the function of payment certification and it is crucial function to fulfil the financial regulations.

Social Services Officers have been attached to each and every Divisional Secretariats. Each and every activity regarding elders & disable should carry out by the Social Services Officers. Without Social Services Officers Cadre we can't manage the PAMA payment at Divisional Secretariat. So, we need to fill the vacant of Social Services Officers cadre.

State elders Home which is under the purview of this department with nearly 200 senior citizens has 07 approved cadre for the post of Saathu Sevika to look after the elders. However only 1 cadre is currently filled and 06 cadres are vacant.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
1	Awareness program on preventing the drug abuse	25	2Hrs	Knowledge Sharing Programmes		Local	Knowledge gained in related subjects
2	Positive thinking	33	2½Hrs				
3	Co-operative Development Department and its services	30	2Hrs				
4	Minutes sheet Writing	31	2Hrs				
5	Rural Development Department & Its' Services	26	2Hrs				
6	The role of sustainable tourism in the economic development of the Northern Province	31	2½Hrs				
7	Yoga	27	2Hrs				
8	Elders Care	37	2Hrs				
9	Interpersonal Relationship	33	2Hrs				
10	Department of Motor Traffic & Its Services"	33	2Hrs				
11	Child Rights	25	2Hrs	Knowledge Sharing Programmes		Local	Knowledge gained in related subjects
12	Solid Waste Management & Environnemental Maters	31	2Hrs				
13	Parenting Skill	34	2Hrs				
14	First Aid	35	2Hrs				
15	Stock marketing investment	30	2Hrs				
16	Hate Speech	31	1½Hrs				
17	Leave & Office Procedure	31	2Hrs				
18	Environmental Security	31	1½Hrs				
19	Disciplinary Procedure	2	3Days	MDTU		Local	Officers are able to do their duties with clear knowledge of relevant subjects
20	Salary Conversion	6	3Days				
21	Maintenance of Personal file	10	3Days				
22	Established code I,II & procedural Rules	7	2Days				
23	Benefits and Privileges of Public Officers	4	1Day				
24	Pension Procedure	2	3Days				
25	Office System and Procedures	1	1Day				
26	Internal Audit Techniques and Guidelines	8	2Days				



27	CIGAS	1	5Days				
28	Government payroll System	1	5Days				
29	Store Management	1	1Day				
30	Accrual Basis Accounting	6	1Day				
31	Board of Survey, Losses & Write-off	15	1Day				
32	Project Proposal Writing	6	4Days				
33	Advanced Techniques in MS Word & MS Excel	5	3Days				
34	Techniques in MS Office	8	4Days				
35	Database Management system	1	5Days				
36	PC Maintenance & Troubleshooting	2	4Days	MDTU		Local	Gained Knowledge
37	Conflict Management & Negotiation	4	1Day				
38	Work life Balance	4	1Day				
39	Positive Thinking & Personality Development	2	1Day				
40	Emotional Wellbeing & Managing	2	1Day				
41	Leadership & Team Building	1	1Day				
42	Anticorruption	3	1Day				
43	Productivity Concepts	3	1Day				
44	Basic Productivity Tools	3	1Day				
45	5 S	2	1Day				
46	Green Productivity	4	1Day				
47	Quality Circle & Kaizen	1	1Day				
48	Effective Communication in English	3	2Days				Officers can communicate with the knowledge they have acquired
49	Report Writing English	1	3Days				Gained Knowledge
50	Powers and functions of Provincial council system	4	2Days				
51	Introduction of RTI Act	10	2Days				
52	Electrical wiring & plumbing	3	2Days				
53	Business Management & Gender Balance	5	4Days	Dept of Rural Development	Local		
54	Family work balance & parental skills	36	1Day	Ministry of Women Affairs, NP			
55	Psychosocial Development	40	1Day				

* Briefly state how the training program contributed to the performance of the institution

Department staff attended the training conducted by MDTU. At the end of the training most of the employees improved their knowledge in the relevant field. As per the circular of the Chief Secretary, Northern Province's 18nos of "Knowledge Sharing Programme" were conducted by the department. Through the programme staff have gained more knowledges in various fields.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	N/A		
1.4	Stores Advance Accounts	N/A		
1.5	Special Advance Accounts	N/A		
1.6	Others	N/A		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			



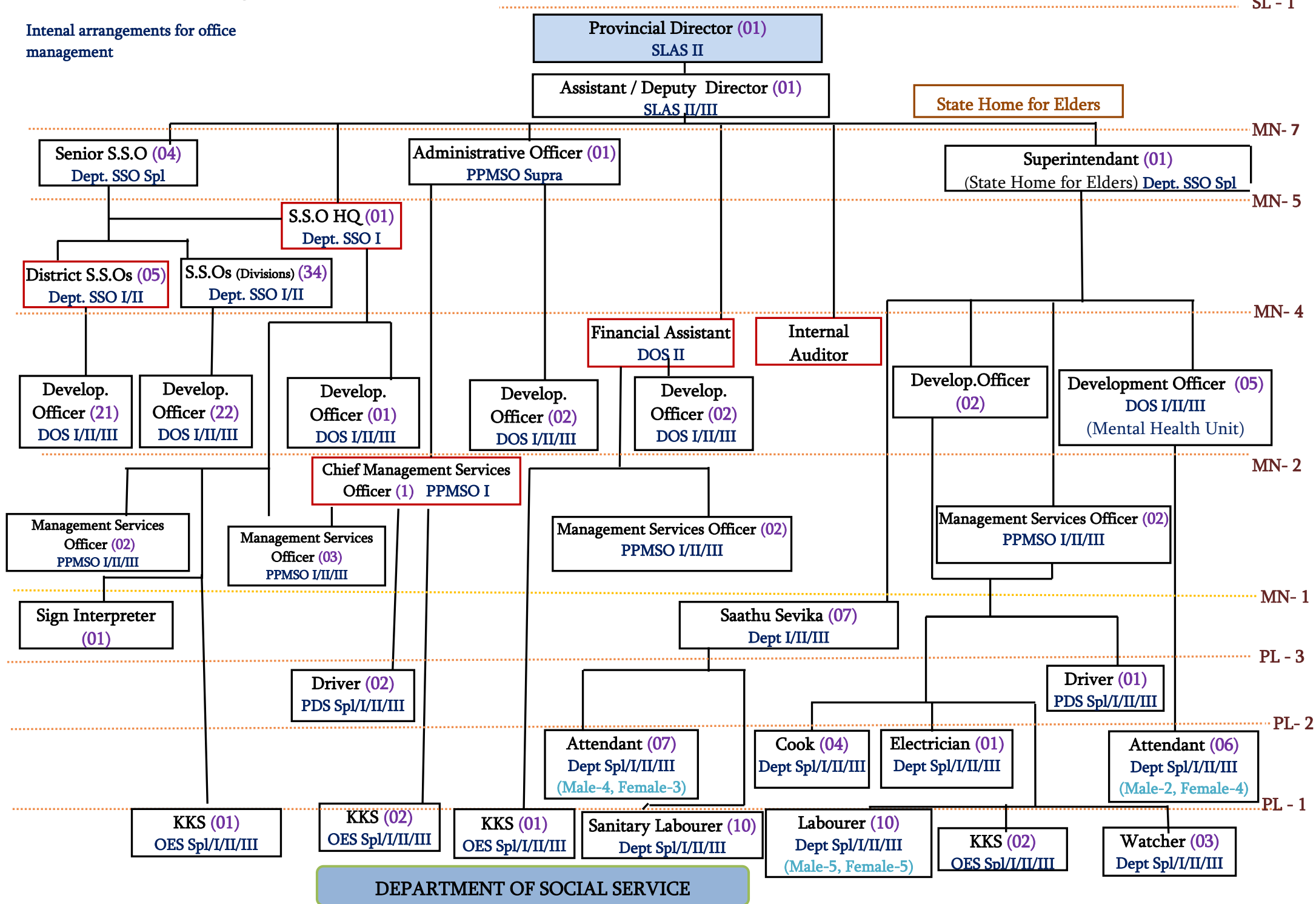
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	N/A		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No.30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	N/A		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	N/A		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13.0	General Deposit Account			



13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	N/A		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	N/A		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

8.3 Annexure I – Organization Chart

Intenal arrangements for office management



8.4 Department of Co-operative Development

Expenditure Head No: 472

Chapter 01 - Institutional Profile/Executive Summary

1.1 Introduction

A Cooperative is a legal entity owned and democratically controlled by its members. Members often have a close association with the enterprise as producers or consumers of its products or services, or as its employees. The legal entities have a range of social characteristics. Membership is open, meaning that anyone who satisfies certain non-discriminatory conditions may join. Economic benefits are distributed proportionally to each member's level of participation in the cooperative, for instance, by a dividend on sales or purchases, rather than according to capital invested. They are distinguished from other forms of incorporation in that profit-making or economic stability are balanced by the interests of the community.

This department's primary goals include fostering the development of professional and managerial activities based on cooperative values, strengthening cooperative societies to ensure cooperative identity and elaborating of cooperative movements, promoting the contribution of co-operative sector towards sustainable development, making public development strategies and entrepreneurial set up within the framework of market economy to face the market challenge, and providing necessary assistance to carry out these initiatives. The Department of Cooperative Development is engaged in a number of actions to achieve its goals. Organization and registration of cooperative societies, oversight of cooperative societies and provision of necessary counsel and direction to the societies in the provision of essential services for community life, auditing cooperative societies, and performance of statutory functions such as the resolution of disputes, holding of inquiries, conducting investigations, inspections of co-operative societies and liquidations of cancelled societies, training and development of Co-operative Development officers, Co-operative employees and Co-operators via exhibition, training classes, short term courses and publicity meetings and efficiency bar examinations and working in close coordination with ministries and agencies engaged in development work and acting as liaison between co-operative societies and such ministries/agencies.

By carrying out its mission, the Department of Co-operative Development serves those who require the assistance of the cooperative movement, contributes significantly to the process of development, and serves as a viable institution for putting government and provincial council policies into practice. The Ministry of Women's Affairs, Rehabilitation, Social Services, Cooperatives, Food Supply & Distribution, Industries & Enterprises Promotion, and Trade & Commerce, Northern Province, is responsible for the Department of Co-operative Development. The Head of the Department is the Commissioner of Co-operative Development and Registrar of Co-operative Societies, who delegated her authority to perform her duties to the five Assistant Commissioners at the district level.

1.2 Vision, Mission, Objectives of the Institution

a) Vision

Co-operative sector, a powerful institution to promote sustainable social and economic development in the Northern Province

b) Mission

Facilitate and promote Co-operative values, create village based small and medium industries, develop thrift, saving and affordable loan systems, make provisions for fair and reasonable consumer services, and uplift the rural economy to transform the co-operatives into recognizable power house for rural people.

c) Objectives

Provide inspiration for development of Co-operative Movement to stand as people's enterprise and intervene in broad lines to build up co-operative societies having good Governance.

1.3 Key Functions

1. Organization and Registration of Co-operative Societies.
2. Supervision of Co-operative societies and providing necessary advises and guidance to the societies in the provision of services essential for community life.
3. Organizing the Accounting system of Co-operative Societies
4. Auditing of co-operative societies.
5. Performance of statutory functions such as the settlement of disputes, the holding of inquiries, conducting investigations, inspections of co-operative societies and liquidations of cancelled societies.
6. Training and development of co-operative development officers, co-operative employees and co-operators via exhibition, training classes, short term courses and publicity meetings and efficiency bar examinations.
7. Close co-ordination with ministries and agencies engaged in development work and liaison between co-operative societies and such ministries

1.4 Organizational Chart: - Annexed

1.5 Departments under the Ministry/ Main Divisions of the Department

Department of Co-operative Development, Northern Provincial Council

01. District Assistant Commissioner of Co-operative Development's Office - Jaffna
02. District Assistant Commissioner of Co-operative Development's Office - Kilinochchi
03. District Assistant Commissioner of Co-operative Development's Office - Mullaitivu
04. District Assistant Commissioner of Co-operative Development's Office - Mannar
05. District Assistant Commissioner of Co-operative Development's Office - Vavuniya
06. Provincial Co-operative Training Institute, Vavuniya

1.6 Institutions/Funds coming under the Ministry/Department/Provincial Council

Source of Funds	No. of Actives	Allocation (Rs in Mn)	Expenditure (Rs in Mn)	Physical Achievement / Remarks
PSDG	01	6.00	5.99	100%
CBG	01	0.5	0.5	100%
Recurrent		236.4	219.5	92%

1.7 Details of the Foreign Funded Projects (if any)

- a) Name of the Project: - ILO LEED+
- b) Donor Agency: - ILO
- c) Estimated Cost of the Project: -Rs. Mn 5.22
- d) Project Duration: - 21.11.2022 – 20.04.2023

Chapter 02 - Progress and the Future Outlook

The cooperative society is an association of persons, who join together with the motive of the welfare of the members. They are driven by the need to protect their economic interests in the face of possible exploitation at the hands of middlemen obsessed with the desire to earn greater profits. It is a legal entity owned and democratically controlled by its members. Members often have a close association with the enterprise as producers or consumers of its products or services or as its employees.

Department of Cooperative Development of Northern Province plays significant role in the development of the cooperative sector. Registration, auditing, and monitoring of Financial and operational activities are the major activities of the Department of Cooperative Development.

Most of the Multi-Purpose cooperative societies of Northern Province are facing difficulties with the number of problems i.e., operational loss, lack of working capital, shortage of skilled laborers, and technical assistance. Due to the technical intervention of the department with the support of ILO+LEEDS 5.22mn LKR was used to empower the number of societies in 2023.

❖ Successfully issued Rs.321.13Mn Loans

321.13Mn LKR has been issued as a soft loan for the members of the Cooperative societies who faced financial constraints for several reasons. Within that amount, 32Mn LKR have been issued for the war-affected WHHs and PWDs.

❖ Support Given to paddy purchasing Activities.

48.6Mn LKR issued with the low-interest rate for the MPCs for paddy purchasing activities.

❖ Provided Soft Loan Facilities

105.9Mn LKR has been issued in 2023 as soft loans for various purposes for the Cooperative societies.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts				
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)				
	Non-Revenue Receipts				
	Treasury Imprests		219,264,599	217,530,070.00	ACA-3
	Deposits		69,605,131	176,250,332.00	ACA-4
	Advance Accounts		9,536,773	8,203,795.00	ACA 5/5(a)
	Other Main ledger Receipts		-	-	
	Total Non-Revenue Receipts (B)		298,406,503	401,984,197.00	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		298,406,503.53	401,984,197.00	
	Remittance to the Treasury (D)		1,465,413	4,036,897.00	
	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		296,941,090	397,947,300.00	
	Less: Expenditure				
	Recurrent Expenditure				
	Wages, Salaries & Other Employment Benefits	5	187,657,669	196,179,484.00	ACA-2(ii)
	Other Goods & Services	6	30,768,938	25,420,022.00	
	Subsidies, Grants and Transfers	7	856,495	1,107,717.00	
	Interest Payments	8	-	-	
	Other Recurrent Expenditure	9	205,435.00	314,029.00	
	Total Recurrent Expenditure (F)		219,488,537	223,021,252.00	
	Capital Expenditure				
	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
	Acquisition of Capital Assets	11	6,495,328	498,874.00	
	Capital Transfers	12	-	-	
	Acquisition of Financial Assets	13	-	-	
	Capacity Building	14	-	-	
	Other Capital Expenditure	15	-	-	



	Total Capital Expenditure (G)		6,495,328	498,874.00	
	Deposit Payments		72,836,571	173,918,258.00	ACA-4
	Advance Payments		10,405,002	10,768,010.00	ACA5/5(a)
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		83,241,573	184,686,268.00	
	Total Expenditure I=(F+G+H)		309,225,438	408,206,394.00	
	Balance as at 31stDecember J=(E-I)		(12,284,348)	(10,259,094.00)	
	Balance as per the Imprest Adjustment Statement		(12,284,348)	(10,259,094.00)	ACA-7
	Imprest Balance as at 31 st December		(12,284,348.)	(10,259,094.00)	

3.2 Statement of Financial Position

As at 31st December 2023 ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	327,367,384.00	320,736,133
Financial Assets			
Advance Accounts	ACA-5/5(a)	17,157,878	16,289,649
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		344,525,262	337,025,782
Net Assets / Equity			
Net Worth to Treasury		16,736,065	12,636,396
Property, Plant & Equipment Reserve		327,367,384.00	320,736,133
Rent and Work Advance Reserve	ACA-5(b)	-	-
Current Liabilities			
Deposits Accounts	ACA-4	421,813	3,653,253.00
Imprest Balance	ACA-3	-	-
Total Liabilities		344,525,262	337,025,782

3.3 Statement of Cash Flows

For the Period ended 31st December, 2023 ACA-C

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
Cash Flows from Operating Activities		
Total Tax Receipts		
Fees, Fines, Penalties and Licenses		
Profit		
Non-Revenue Receipts		
Revenue Collected on behalf of Other Revenue Heads	79,942.00	104,950.00
Imprest Received	219,264,599.00	217,530,070.00
Recoveries from Advance	1,506,133.00	151,152.00
Deposit Received	69,346,022.00	176,116,402.00
Total Cash generated from Operations (A)	290,196,696.00	393,902,574.00
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	203,847,261.00	206,276,663.00
Subsidies & Transfer Payments	856,495.00	1,107,717.00
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	1,465,413.00	4,036,897.00
Advance Payments	9,000,000.00	8,343,695.00
Deposit Payments	72,836,571.00	173,722,229.00

Total Cash disbursed for Operations (B)	288,005,740.00	393,487,201.00
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	2,190,957.00	415,374.00
Cash Flows from Investing Activities		
Interest	2,487.00	992.00
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	3,883.00	57,565.00
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	6,370.00	58,557.00
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	2,197,327.00	473,930.00
Total Cash disbursed for Investing Activities (E)	2,197,327.00	473,930.00
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(2,190,957.00)	(415,374.00)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	0	0
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01 st January 2024	-	-
Closing Cash Balance as at 31 st December 2023	-	-

3.4 Notes to the Financial Statements

Basis of Reporting

1. Reporting Period

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2. Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the Nearest rupee.

3. Recognition of Revenue

Exchange and non-exchange revenues are recognised on the cash receipts during the Accounting period irrespective of relevant revenue period.

4. Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future Economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E is measured at a cost and a revaluation model is applied when the cost model is not applicable.

5. Property, Plant, and Equipment Reserve

This reserve account is the corresponding account of Property Plant and Equipment.

6. Cash and Cash Equivalents

Cash & and cash equivalents include local currency notes and coins in hand as at 31st December 2023

- In cases where there are transactions that are specific to a particular reporting entity, relevant information can be entered into the Financial Statements with the approval of the Department of State Accounts and the disclosure required for those specific transactions may be included under "Reporting Basis".
- Only the accounting policies relevant to the reporting entity should be disclosed under the reporting basis.

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate Collected Revenue		Revenue Estimate Collected Revenue	
		Original	Final	Amount	as a % of Final Revenue Estimate
2002.01.01RR	Rent on Government Building			97,250.00	
2002.02.02RR	Interest on Loans Advance to Public Officers			552,004.72	
2006.02.02RR	Sales of Capital asset - others			3,883.00	
2003.99.00RR	Miscellaneous Receipt			39,879.00	

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	236,382,000.00		219,488,536.84	92.85%
Capital	6,500,000.00		6,495,328.46	99.93%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments: - Nil

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
6111	Building and Structures		117,173,734.07		
6112	Machinery and Equipment		42,675,651.00		
61122	Other Machinery and Equipment				

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance Indicators

4.1 Performance Indicators of the Institute (Based on the Action Plan)

S. No	Specific Indicators			
		100% - 90%	75% - 89%	50% - 74%
01	Net Profit Increased	-	-	
02	Customer & Employee satisfaction increased	-	80%	70%
03	School Co-op members increased	-	-	-
04	Awareness programme conducted	-	76%	60%
05	Societies participated in the competition programme	-	75%	-

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
01	1: End poverty in all its forms everywhere	1.1-1.5	Providing New Loans	-	-	116.53%
			Computerising Gramin Bank Accounts	-	-	92.86%
			Providing "Mgalir Magudam" loans	-	-	155.00%
02	5: Achieve Gender Equality and empower all women and girls	5.1-5.3	Providing New "Koodduravin Aravanaippu" Loans	-	73.52%	-
03			Introducing New types of Loans	-	-	125.00%
	8: Promote sustained inclusive and sustainable economic growth, Full and productive employment and decent work for all	8.1-8.2	Providing Machinery of other cooperative societies to Non-Functioning production centres	-	-	116.67%
04			Establishing Fuel Stations Regionally	-	-	71.43%
			Providing Machinery of other firms to Non-Functioning production centres.	-	-	300.00%
			Establishing New Factories	-	66.67%	-
	9: Build resilient infrastructure promote inclusive and sustainable industrialization and foster innovation	9.1-9.5	Generating new marketing opportunities to women entrepreneurs' co-ops	-	-	141.67%
			Providing Women self-employment loans	-	-	122.24%
			New membership of women in co-ops	-	-	106.53%
			New computerised Gramin Banks	-	-	150.00%
			Sales promotion plans for Palmyra products	-	-	107.14%
			Execution of training programs with consultancy services.	-	-	94.55%
			Co-op mobile services	-	-	105.17%
			Sales promotion plans for Sales Centres	-	-	113.04%
			Management Development plan for Sales Centres	-	-	100.00%
			Generating new marketing network	-	-	86.67%
			Auditing for year 2023	-	-	86.98%
			Conclude arbitration of Co-ops	-	-	370.59%
			Modernising Branches	-	73.47%	-
			Alternative plans for closed branches	-	65.79%	-
			Modernising fuel stations	-	-	88.89%
			Provision for Working capital	-	-	166.67%
			Exporting opportunities for products	-	-	87.50%
			New membership -2023	-	-	103.46%

5.2 Achievements and Challenges of the Sustainable Development Goals

The Sustainable Development Goals are incorporated with the key performance of the department which has major concern on each plan of the department to contribute regional and national economic growth and human index development and cooperative sector gains effective guidance to its attainments as well as the department has streamlined its activities by drawing strategies under the 04 SDGs mentioned above. In 2023, financial co-operatives performed satisfactorily to moderate levels of loan issuances and rural savings.

Furthermore, the buyer and producer cooperatives recognized that their day-to-day actions were necessary to change speedily and that, respectively, their operations management expertise wanted to be developed.

Given the competitiveness of private companies, market growth is an important subject for these cooperatives. Further, our department provides certain support to their essentials for needed societies.

Additionally, members of MPCs do not sense their existence as there is no economic gain from their societies. This concern has to be resolved by introducing share capital and dividend sharing. Women's contribution in the decision-making practice is still low in societies. A distinct operation is required to attend it.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	09	06	03
2	Territory	10	09	01
3	Secondary	288	247	41
4	Primary	24	21	03
Total		331	283	48

6.2 Human resources and performance of the institute.

Human Resource Management is the utmost important feature of our department. Because it consists of effective management of the employees in the organization. But in here 48 vacancies are there. Mainly Cooperative Development officer's shortage. Anyhow, we managed when we reviewed the annual operating plan and the number of changes to identify workload concerns as early as possible.

6.3 Human Resource Development through Training.

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/ Local)	Output / Knowledge Gained*
				Local	Foreign		
1	Introduction of RTI Act (Online)	3	11,12,18 &19 April 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
2	Maintenance of personal files (online)	6	24&25 of May 2023	Local (MDTU)		Local	Improve Knowledge & Skills
3	Anticorruption (online)	2	23&24 May2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
4	Salary Conversion (online)	4	23,24,25,26,30 &31 May 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
5	Board of Survey Losses and Write off (online)	1	06 &07 June 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
6	Graphics Designing	2	13&14 June 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
7	power and functions of provincial council system (online)	3	20,22&26,27 June2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
8	Conflict Management & Negotiation skill	1	20.June 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
9	Introduction to National Audit Act(online)	1	21,22June 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
10	Vehicle Management Techniques(online)	4	22,24 May2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
11	Internal Audit Techniques (online)	5	25,29,30 &31 May 203	Local (MDTU)	...	Local	Improve Knowledge & Skills



12	Advance Techniques in MS Word & Excel (online)	2	22,23,24,29,31 Aug est, 01 September	Local (MDTU)	...	Local	Improve Knowledge & Skills
13	Techniques in MS Office (online)	5	12,13,14,15,19,20, 21&22 September	Local (MDTU)	...	Local	Improve Knowledge & Skills
14	Web based Applications (online)	2	3,4,5,9,10,11 October 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
15	Training on Right to Information Act(online)	3	12,13 of July2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
18	Internal Audit Techniques & Guidelines	3	27,28 July 2024	Local (MDTU)	...	Local	Improve Knowledge & Skills
20	Project proposal writing	3	22,23 August	Local (MDTU)	...	Local	Improve Knowledge & Skills
21	Training on 5s	1	05. September 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
22	Productivity Concepts	1	06. July 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
23	Effective Communication in English	1	29&30 May 2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
24	Project proposal writing(online)	2	20,21,24,25,27& 28 of April2023	Local (MDTU)	...	Local	Improve Knowledge & Skills
25	Co-operative Societies' Liquidation Procedures.	56	21 st September 2023, at PCTI	68,270.00	...	Local	Improve Knowledge & Skills
26	Disciplinary Procedures for Staff and Employees of Co-operative Societies.	45	10 th November 2023, at PCTI	61,150.00	...	Local	Improve Knowledge & Skills
27	Preparing Budget base of new accounting procedures	46	21 st November 2023, at PCTI	61,340.00	...	Local	Improve Knowledge & Skills
28	Regulation of Arbitrations of COOPs	60	24 st November 2023, at PCTI	74,500.00	...	Local	Improve Knowledge & Skills
29	Strategies for Developing of Rural Economy.	01	11 th September to 29 th September 2023		Indian Government's Sponsorships	Foreign	Improve Knowledge & Skills

The Staff of the Department of Co-operative Development work for the betterment of client Co-operatives. The staff of administration, accounts, planning, and cooperative affairs who received competency enhancement training performed and handled their assigned tasks timely and amicably. At the same time, societies received training on microfinance, rural banking, and computerization to enrich their member-focused activities. Organizational development-related trainings were given to societies that were in stagnation due to various reasons. They are coming out from their bad plight gradually. Moreover, multi-purpose co-operative societies started to think about share capital and dividend sharing to engage their members more. Further, legal provisions and cooperative principles are fundamental for the society administration. The newly elected board of directors got such training to get insights of the Cooperative movement.

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following financial statements/accounts have been submitted on due date	Complied		
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Relevant		
1.4	Stores Advance Accounts	Not Relevant		
1.5	Special Advance Accounts	Not Relevant		
1.6	Others	Not Relevant		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has-been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Complied		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated11.05.2014 in using the Government Payroll Software Package	Complied		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has-been prepared	Complied		
4.3	The annual Internal Audit plan has-been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied		
6.0	Internal Audit			

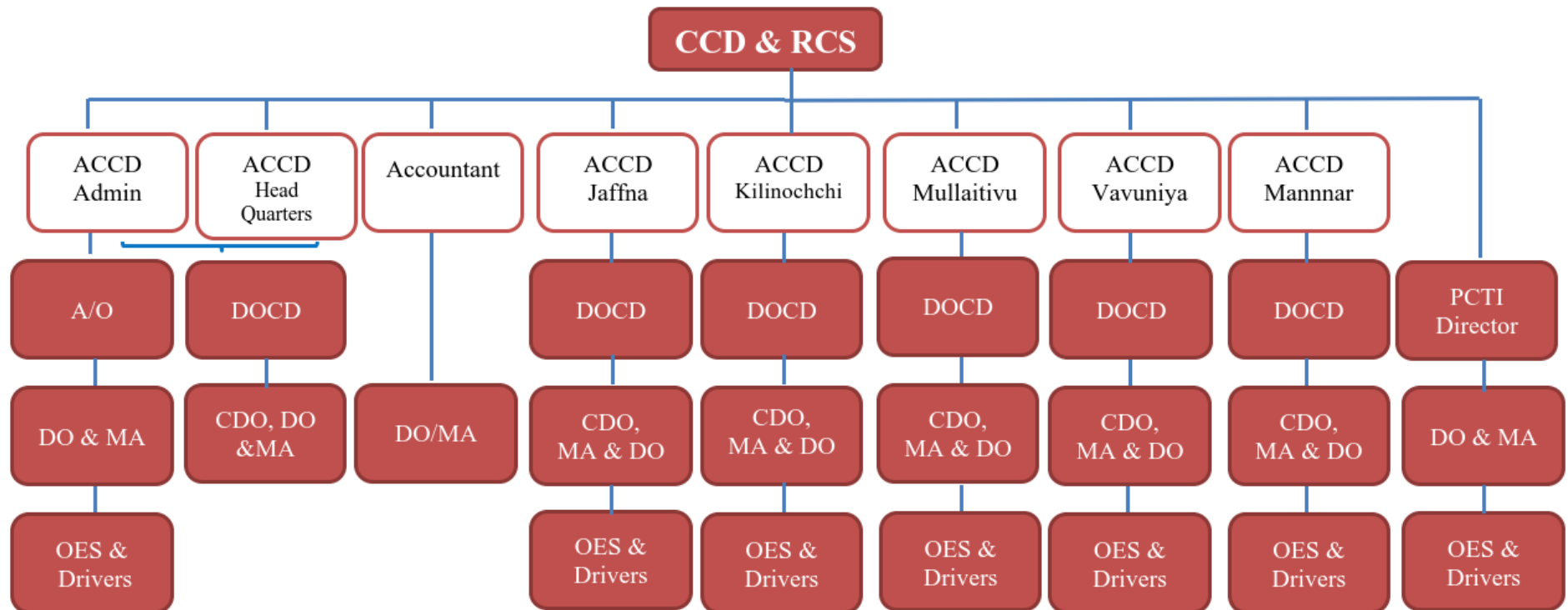


6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports have been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles have been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular. No 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		



13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to the disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Complied		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18.0	Implementing Citizens Charter			
18.1	A citizen's charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreement have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

8.4 Annexure I – Organization Chart



- **CCD & RCS – Commissioner of Co-operative Development and Registrar of Co-operative Societies**
- **ACCD – Assistant Commissioner of Co-operative Development**
- **AO – Administrative Officer**
- **DOCD – District Co-operative Development Officer**
- **DO – Development Officer**
- **CDO - Co-operative Development Officer**
- **MA – Management Assistant**
- **OES - Office Employees Service**

8.5 Co-operative Employees Commission Northern Province

Expenditure Head No: 403

Chapter 01 - Institutional Profile / Executive Summary

1.1 Introduction

The Act (i) to establish and incorporate a commission known as the Co-operative Employees Commission (CEC), (ii) to make special provision in respect of employees of Co-operative societies, and (iii) to provide for matters connected therewith or incidental there to is the Co-Operative Employees Commission Act No.12 of 1972. The CEC is neither an administrative/an advisory nor a disputes settling body as far as disciplinary proceedings of the Co-operative Employees concerned. It is only an appellate body for employees of cooperative societies of NP.

The Commission comprises the Chairman and two members who are appointed by the Minister in-charge of the subject in the Northern Province with the virtue of powers vested to him in terms of the Provincial Councils (Consequential Provisions) Act NO.12 of 1989. Each commission comprises three-year time period.

1.2 Vision, Mission, Objectives of the Institution

a) Vision

Establish an efficient, effective and contended workforce at co-operative societies in the Northern Province

b) Mission

Enabling the co-operative societies to recruit the best possible and qualified co- operative employees and providing them with suitable conditions of service and salary structure in order to ensure good employer relationship and maximization of productivity in the Northern Province.

c) Objectives

- ❖ To determine all matters relating to methods of recruitment Cooperative Employees commission and conditions of employees of cooperative societies and the principles to be followed by such societies while making appointments and promotions from one post to another post in a co-operative society.
- ❖ To determine the qualifications necessary for appointment Cooperative employees commission to fix the scales of salaries to be attached to such post or posts in any class or grade, to revise or adjust such scales of salaries from time to time in consultation with the commissioner and to establish such consultative machinery as the commission may deem necessary in determining the remuneration and conditions of employment of the co-operative employees.
- ❖ To call upon any co-operative society to maintain the prescribed records relating to employees of that society.
- ❖ To create cordial relationship between the employees of a society and management of that society by being a connecting link between them.
- ❖ To nominate a panel of officers to make disciplinary for co-operative employee's inquiries commission to the commission.
- ❖ To expedite disciplinary inquiries against co- operative employees at the shortest possible time by having a panel of independent inquiry officers at the regional level.
- ❖ To determine general principals in accordance with which gratuity or other benefits may be granted to employees on their retirement from service.
- ❖ To require any co-operative society to carry out instructions, including instructions relating to re-instatement as may be given by the commission.
- ❖ Exercise powers in relation to co-operative societies and their employees as may be vested in the Commission by Act No.12 of 1972 and Regulations framed under Sec 32(1) of the said Act.

1.3 Key Functions

1. Determine all matters relating to method of recruitment and conditions of employment of employees of co-operative societies and the principles to be followed by such societies in making appointments and in effecting promotions from one post in a co-operative society to another post in the same society.
2. Determine the qualifications necessary for appointment to any such post, to fix the scales of salaries to be attached to such post or posts in any class or grade, to revise or adjust such scales of salaries from time to time in consultation with the commissioner and to establish such consultative machinery as the commission may deem necessary in determining the remuneration and conditions of employment of the co-operative employees.
3. Call upon any co-operative society to maintain the prescribed records relating to employees of that society.
4. Create cordial relationship between the employees of a society and management of that society by being a connecting link between them.
5. Nominate a panel of officers to make inquiries as and when necessary, on appeals those are referred by the commission to the panel and furnish reports to the commission.
6. Expedite disciplinary inquiries against co-operative employees at the shortest possible time by having a panel of independent inquiry officers at the regional level.
7. Determine general principles in accordance with which gratuity or other benefits may be granted to employees on their retirement from service.
8. Require any co-operative society to carry out instructions, including instructions relating to reinstatement as may be given by the commission in regard to any employee of a society where the conduct of the employee has been the subject of an inquiry and the employee had appealed to the Commission against the decision of the society.
9. Exercise powers vested by Act No.12 of 1972 and Regulations framed under Sec 32(1) of the said Act.

1.4 Organizational Chart - Annexed

1.5 Departments under the Ministry / Main Divisions of the Department

Administration Branch and Finance Branch

1.6 Institutions / Funds coming under the Ministry / Department / Provincial Council

Provincial Treasury fund

1.7 Details of the Foreign Funded Projects (if any) - Nil

Chapter 02 - Progress and the Future Outlook

Briefly explain Special Achievement, Challenges and Future Goals

(To be signed by CAO/AO/Head of Institution)

2.1 Special Achievements

The attached schedule gives the performance of this commission for the year 2023. During this year the CEC convened 24 times.

1. Cases for adjudication:

Number of cases filed by plaintiffs - 03

Number of cases given judgment - 01

2. Grievance redresses:

Number of appeals in hand - 07

Number of appeals heard and decisions made - 21

3. Appellate inquiries:

In terms of regulations enacted under the Co-operative Employees Commission Act, the commission is empowered to hold appeal inquiries.

Number of Appellate Inquiries held - -

4. Recruitment:

Number of applications for recruitment of posts submitted	- 671
Number of applications rejected	- 07
Number of applications needs clarification	- -
Number of recruitments of cadre approved	- 664

5. Assignments:

Number of applications for assignment of posts submitted	- 175
Number of applications rejected	- 01
Number of applications needs clarification	- -
Number of assignments of cadre approved	- 174

2.2 Challenges

1. We need more support from Co-operative department to implement Commission's to implement every decision of CEC.
2. Some societies are not implementing CEC decision and appellant go for a legal action

2.3 Future Goals

1. Strengthening Human Resource of Co-operative sector.
2. Adopting ICT to online service delivery of CEC and keeping a database of all Co-operative Societies.
3. Getting legal support in implementing commission's decision.
4. Creating Partnership with Co-operative Societies in advising to board of directors.

Head of Institution

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance ACA-F

for the period ended 31 st December 2023 Budget (Current Year)	Details	Note	Actual (Rs.)		Remarks
			Current Year 2023	Previous Year 2022	
	Revenue Receipts		-	-	
	Income Tax	1	-	-	ACA-1
	Taxes on Domestic Goods & Services	2	-	-	
	Taxes on International Trade	3	-	-	
	Non-Tax Revenue & Others	4	-	-	
	Total Revenue Receipts (A)				
	Non-Revenue Receipts		-		
	Treasury Imprest		15,194,643	14,416,718	ACA-3
	Deposits		5,300	5,525	ACA-4
	Advance Accounts		650,906	1,169,740	ACA-5
	Other Receipts				
	Total Non-Revenue Receipts (B)		15,850,849	15,591,983	
	Total Revenue Receipts & Total Non-Revenue Receipts (C) = (A)+(B)		15,850,849	15,591,983	
	Remittance to the Treasury(D)		18,089	109,739	
	Net Revenue & Total Non-Revenue Receipts E = (C) - (D)		15,832,760	15,482,244	
	Less: Expenditure				
	Recurrent Expenditure				

12,300,000.00	Wages, Salaries & Other Employment Benefits	5	10,982,118	11,555,352	ACA-2(ii)
4,191,000.00	Other Goods & Services	6	4,052,572	3,018,994	
60,000.00	Subsidies, Grants and Transfers	7	36,766	47,032	
	Interest Payments	8	-	-	
50,000.00	Other Recurrent Expenditure	9	36,294	39,980	
16,601,000.00	Total Recurrent Expenditure (F)		15,107,750	14,661,358	
	Capital Expenditure				
-	Rehabilitation & Improvement of Capital Assets	10	-	-	ACA-2(ii)
500,000.00	Acquisition of Capital Assets	11	499,850	226,000	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
-	Other Capital Expenditure	15	-	-	
500,000.00	Total Capital Expenditure (G)		499,850	226,000	
	Deposit Payments		5,300	5,525	ACA-4
	Advance Payments		956,226	893,710	ACA-5
	Other Main Ledger Payments		-	-	
	Total Main Ledger Expenditure (H)		961,526	899,235	
	Total Expenditure I = (F+G+H)		16,569,126	15,786,593	
	Balance as at 31st December J=(E-I)		(736,366)	(304,349)	
	Balance as per the Imprest Adjustment Statement		(736,366)	(304,349)	ACA-7
	Imprest Balance as at 31stDecember		-	-	ACA-3
			(736,366)	(304,349)	

3.2 Statement of Financial Position

As at 31st December 2023

ACA-P

Details	Note	Actual	
		Current Year (Rs.)2023	Previous Year (Rs.)2022
Non-Financial Assets			
Property, Plant & Equipment	ACA-6	8,714,267	8,225,712
Financial Assets			
Advance Accounts	ACA-5/5(a)	1,725,539	1,420,219
Cash & Cash Equivalents	ACA-3	-	-
Total Asset		10,439,806	9,645,931
Net Assets / Equity			
Net Worth to Treasury		1,725,539	1,420,219
Property, Plant & Equipment Reserve		8,714,267	8,225,712
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	-	-
Imprest Balance	ACA-3	-	-
Total Liabilities		10,439,806	9,645,931

3.3 Statement of Cash Flows

for the Period ended 31st December, 2023

ACA-C

Details	Actual	
	Current Year (Rs.)2023	Previous Year (Rs.)2022
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	3,161	5,091
Imprest Received	15,194,643	14,416,718
Recoveries from Advance	70,200	-
Deposit Received	25	357
Total Cash generated from Operations (A)	15,268,029	14,422,166
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	13,911,934	13,486,120
Subsidies & Transfer Payments	36,766	47,032
Expenditure incurred on behalf of Other Heads	-	-
Imprest Settlement to Treasury	18,089	109,739
Advance Payment	800,000	700,000
Deposit Payment	5,300	5,525
Total Cash disbursed for Operations (B)	14,772,089	14,348,416
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	495,940	73,750
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	3,910	152,250
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	3,910	152,250
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	499,850	226,000
Total Cash disbursed for Investing Activities (E)	499,850	226,000
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(495,940)	(73,750)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	-	-
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Change in Deposit Accounts and Other Liabilities	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K)=(G)-(J)	-	-
Opening Cash Balance as at 01st January2023	-	-
Closing Cash Balance as at 31st December 2023	-	-

3.4 Notes to the Financial Statements

Statement of Liabilities and Commitments

Travelling Claim	-	16000.00
Over time, Holiday Pay	-	11169.91
Sri Lanka Telecom PLC	-	9345.96
Dialog	-	1165.45
Cleaning Services Golden Eagle	-	9569.84
Mercantile Security (Pvt)Ltd	-	13372.82
Railway Holiday Warrant	-	131200.00
		191,823.98

3.5 Performance of the Revenue Collection - Nil

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilizations a % of Final Allocation
	Original	Final		
Recurrent	4,301,000	4,301,000	4,125,632	95.92%
Capital	500,000	500,000	499,850	99.97%

3.7 In terms of F.R.208 grant of allocations for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments - Nil

3.8 Performance of the Reporting of Non-Financial Assets - Nil

3.9 Auditor General's Report**

The final audit report has not been received yet.

Chapter 04 - Performance indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

S.No	Specific Indicators	100% - 90%	75% - 89%	50% - 74%
01	Number of cases filed by plaintiffs and Number of cases given judgment		√	
02	Grievance redresses	√		
03	Number of recruitments of cadre approved	√		
04	Number of applications for assignment of posts submitted	√		

Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

S. No	Goal /Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0% - 49%	50% - 74%	75% - 100%
1	1. No poverty	1.1- 1.5	Number of Appointment Approved (269)			√
2	5. Gender Equality	4.1 - 5.3	Number of Women Approved (129)			√
3	8. Decent Work and Economic Growth	8.1	Number of Promotion Approved (241)			√
4	16.Peace and Justice Strong Institutions	16.2 - 16.3	Number Of complaints (7)			√

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals

achievements - CEC is working towards to achieve sustainable Development goals in cooperative societies in every aspect.

1. End poverty in all its forms everywhere in cooperative sector's Families
Creating workforce in co-operative sector by appointments and approving assignment to the posts, this activity creates equal opportunity to all get work in co-operative sector. Cooperative sectors are the basic structure in village level to initiate and establish small business model which helps to reduce poverty in rural societies.
2. Achieve gender equality and empower all women and girls
No gender discrimination in granting approvals for assignment for employment in cooperative sectors. CEC give priority to women when receive appeals and takes action to promote decent work for all.
3. Promote sustained inclusive and sustainable economic growth full and productive employment and decent work for all.
creating work opportunities for disabilities, and all genders through salary revision and qualification review activities
4. Promote peaceful and inclusive societies for sustainable development provide access to justice for all and build effective, accountable and inclusive institutions at all levels
CEC take decision for every appeal to reduce corruption and develop cooperative societies which can empower the co-operative sector. Providing training opportunities to Co-operative Employee's and members/boards, provide access to justice for all to build effective, accountable and inclusive institutions to all level

Challenges -Cooperative employees commission is the appellant body for the cooperative societies but the Board of directors are the decision-makers. Sometimes they are reluctant to implement CEC decisions that lead to legal action.

Chapter 06 - Human Resource Profile

6.1 Cadre Management

S.No	Details	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
1	Senior	01	01	-
2	Territory	01	0	01
3	Secondary	11	11	-
4	Primary	03	03	-

6.2 **Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

CEC have Enough Cadres.

6.3 Human Resource Development

S. No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output / Knowledge Gained*
				Local	Foreign		
01	Annual Board of survey	03	01day	Local		Local	Subject Improvement
02	Right to Information Act (RTI)	03	1day	Local		Local	Clear understanding of RTI act
03	Sinhala Training class	01	150hours	Local		Local	Language Knowledge

* Briefly state how the training program contributed to the performance of the institution

Chapter 07 - Compliance Report

No	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1.0	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Yes		
1.2	Advance to public officers account	Not Applicable		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2.0	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Not Applicable		
2.2	Personal emoluments register/ Personal emoluments cards have been maintained and update	Not Applicable		
2.3	Register of Audit queries has been maintained and update	Not Applicable		
2.4	Register of Internal Audit reports has been maintained and update	Not Applicable		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Not Applicable		
2.6	Register for cheques and money orders has been maintained and update	Not Applicable		
2.7	Inventory register has been maintained and update	Not Applicable		
2.8	Stocks Register has been maintained and update	Not Applicable		
2.9	Register of Losses has been maintained and update	Not Applicable		
2.10	Commitment Register has been maintained and update	Not Applicable		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and update	Not Applicable		
3.0	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Not Applicable		
3.2	The delegation of financial authority has been communicated within the institute	Not Applicable		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Not Applicable		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Not Applicable		
4.0	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Not Applicable		
4.2	The annual procurement plan has been prepared	Not Applicable		
4.3	The annual Internal Audit plan has been prepared	Not Applicable		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Not Applicable		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Not Applicable		
5.0	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Not Applicable		



6.0	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Not Applicable		
6.2	All the internal audit reports have been replied within one month	Not Applicable		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Not Applicable		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	Not Applicable		
7.0	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Not Applicable		
8.0	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Not Applicable		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Not Applicable		
8.3	The boards of survey were conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No.05/2016	Not Applicable		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Not Applicable		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Not Applicable		
9.0	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Not Applicable		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not Applicable		
9.3	The vehicle logbooks had been maintained and updated	Not Applicable		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Not Applicable		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Not Applicable		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Not Applicable		
10.0	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Not Applicable		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Not Applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Not Applicable		
11.0	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Not Applicable		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Not Applicable		
12.0	Advances to Public Officers Account			
12.1	The limits had been complied with	Not Applicable		
12.2	A time analysis had been carried out on the loans in arrears	Not Applicable		



12.3	The loan balances in arrears for over one year had been settled	Not Applicable		
13.0	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Applicable		
13.2	The control register for general deposits had been updated and maintained	Not Applicable		
14.0	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Not Applicable		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Not Applicable		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Not Applicable		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Not Applicable		
15.0	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Not Applicable		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Not Applicable		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Applicable		
16.0	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Not Applicable		
16.2	All members of the staff have been issued a duty list in writing	Not Applicable		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Not Applicable		
17.0	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Not Applicable		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Not Applicable		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Not Applicable		
18.0	Implementing Citizens Charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Not Applicable		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Not Applicable		
19.0	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Not Applicable		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Yes		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Yes		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Yes		
20.0	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Not Applicable		

8.5 Annexure I – Organization Chart

