



Annual Performance Report 2015

Cooperative Employees Commission, No. 100-1/1,

Lady Lohore Loan Fund Building,

Sir Chittampalam A Gardiner Mawatha,

Colombo - 02

Vision

Creation of a range of contented

Human resource

In the co-operative sector

Mission

Preparation of required principles
for the betterment of the human resources

Towards a sustainable

Progress in co-operative movement.

Functions

- * Finalization of policy plans, requirements, qualifications, norms, salaries and benefit prefer for the recruitments in the co-operative movement.
- * Deciding required qualifications for all job positions and relevant salary scales in the co-operative societies.
- * Solving employment disputes and investigating appeals of co-operative employees and performing legal action against co-operative societies that do not carry out orders of the commission.
- * Investigating appeals received by the commission.
- * Prepare measures to be followed when proceeding disciplinary inquiries against into their own employees of the co-operative societies.
- * Arrange and organize seminars, discussions, workshops and training sessions in order to develop human resources of the co-operative movement.

Cooperative employees commission

Annual performance report – 2015

The numerical and descriptive Details and of various activities performed by the Co-operative Employees Commission during the year 2015, in order to protect and ensure the service of Co-operative Employees are forwarded by this report.

Basically the content of this report is set up under the following Chapters.

Chapter - 01

The details of the Composition and the employment of the cooperative employees commission during the year 2015

Chapter - 02

The name of the National level Co-operative Union & All island Primary Level Cooperative Societies which are regulated by the commission and the Employment details of the above societies during the year 2015

Chapter -03

Physical and financial activities of the office of the cooperative commission and a review of the activities of the commission during the year 2015

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Chapter - 01

- The composition, Establishment and the organizational Structure of CEC
- Staff Establishment during the year 2015

Constitution and Administrative activities Of the Cooperative Employees commission

In terms of the section 04 of the Co-operative Employees Act. No 12 of 1972, the co-operative Employees Commission consists, of three members appointed by the Hon. Minister in charge of the co-operative subject. The chairperson of the commission will also be appointed by the Hon. Minister from one of these members. These appointees will hold office for a period of three (03) years since the date of the appointment. If a vacant position arises due to resignation, removal or death of a member, a suitable person will be appointed for the remaining period.

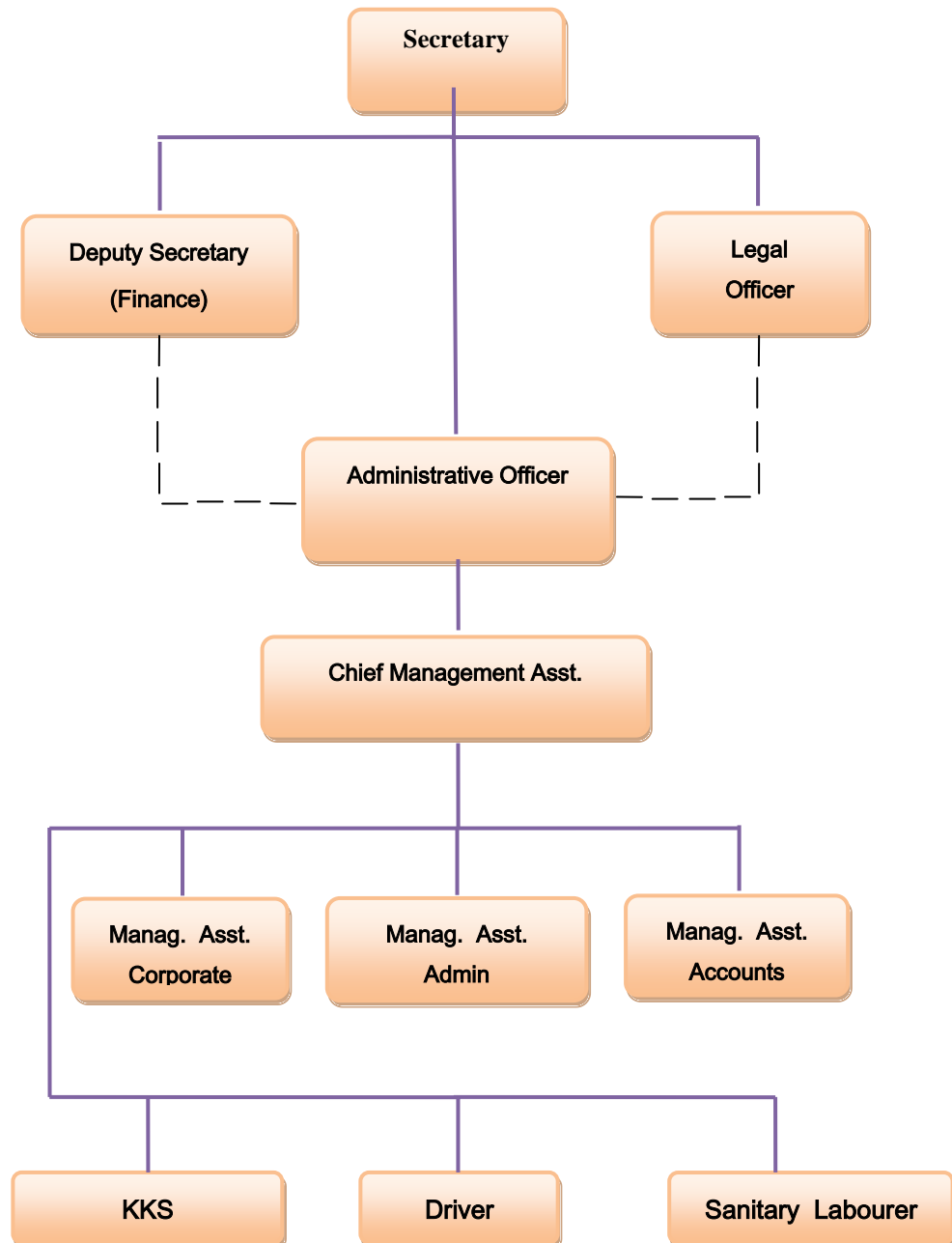
As 17th of January 2015, Mr. D.M Aruna Keerthi Dassanayake, Attorney at Low hold the position of Chairman of the commission and Mr. W,Manjula Wejewardhana, Attorney at Low and Mr. M.W.H Kamal Jayarathne took office as the members of the commission. From 17th of January 2015 Mrs. R.M.C.G. Udugampola held the position of the Chairperson and Mr. I.M.G. Iriyagolla, Attorney at Low and Mr. Bandula Wijeweera, Attorney at Low took office as the members of the commission.

Sri lanka Administrative Service class one officer and the Senor assistant Secretary of the Ministry of Food security, Mr. W.A. Dhammika Rajapaksha held the position of acting Secretary of the Co-operative employees commission in the year 2015. From 05th of august 2015, assistant Secretary of the Ministry Industrial and commercial Mrs. Pavithra Jayathissa held the position of acting Secretary of the Co-operative employees commission

As per the section 9 (2) of the Co-operative Employees Commission Act No 12 of 1972, the annual expenditure of the commission is to be allocated by the appropriation Act. Accordingly expenditure for the year 2015 had allocated under the head 302.

Staff Details during the year 2015

Organization structure of the Co-operative Employees Commission



Established Staff in 2015

Designation	Approved Carder	Actual as at 2015.12.31	Vacancies
Secretary	01	01(Acting)	-
Accountant (D/Sec.-Finance)	01	01	-
Legal Officer	01	-	01
Administrative Officer (PMAS-Supra Grade)	01	(Duties are covered by an internal officer)	01
Development Officers	05	02	03
Management Assistant (I/II/III)	08	07	01
Drivers	03	03	-
KKS	03	02	01
Total	23	16	07

Details of New appointments

Name	Designation	Date
Mrs. Achara Kanthi	Accountant	09.12.2015

Details of Transfers

Name	Designation	Date of Transfer (Outgoing)	Date of Transfer (in Coming)
Mr. K.G.D. Wijewardhana	Driver	16.01.2015	
Mr. S.A.M.S. Wijerathna	Driver	05.05.2015	
Mr. M.A. Alwis	Driver		02.11.2015
Mr. T.S. Saranga	Driver	11.11.2015	
Mrs. Hettiarachchi	Accountant	31.12.2015	

Chapter - 02

- Names of the National level Co-operative Union & All island Primary Level Cooperative Societies
- Employment details of the above societies during the year 2015

Co/operative societies

The duty of the Co-operative Employees commission is regulating all the service problems of the National level Co-operative Union & All island Primary Level Cooperative Societies which are supervised by the co-operative commissioner. Not only solving employees' disputes but also rectification of the salary scheme and deciding Qualifications are some other duties of the Commission. In addition to that, the Commission provides clarifications and instruction to the Provincial Co-operative Employees commissions and work with a consensus way as one nation. All the affairs regarding the service of the employees in national level Co-operative Societies are handling by this Co-operative Employees Commission.

Employment details of the National level Co-operative Union & All island Primary Level Cooperative Societies during the year 2015

	Society Name	No of Employees
Co-operative Union		
01	National co-operative Council of Sri Lanka	59
02	SANASA Federation of Sri Lanka Ltd	18
03	Sri Lanka Textile Industries Union Ltd.	05
04	Sri Lanka Marketing Co-operative Federation Ltd.	111
05	Sri Lanka National Federation of Fisheries Co-operative Society Ltd.	03
06	Sri Lanka Tea Producers Co-operative Societies Federation Ltd.	01
07	Sri Lanka Co-operative Rural Bank Federation Ltd.	14
08	Sri Lanka Consumer Co-operative Societies Federation Ltd.	162
09	Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd.	31
10	Sri Lanka Co-operative Industries Federation Ltd.	41
11	Sri Lanka National Youth Services Co-operative Societies Federation Ltd.	13
12	Thrift & Credit Societies Resources Management Co-operative Federation Ltd.	03

Primary Level Co-operative Societies (All Island)		
13	Education Department Employees' Co-operative Thrift & Credit Society Ltd.	777
14	Health Department's Co-operative Thrift & Savings Society	76
15	The Rail Way Clerk & Station Masters Co-operative Thrift & Savings Society Ltd.	04
16	Post and Telecommunication Employees Co-operative Society Ltd.	39
17	Browns Industries & Public Services Thrift & Credit Co-operative Society.	01
18	SANASA Development Bank Employees Thrift & Credit Co-operative societies Ltd.	09
19	Rajarata University Co-operative society.	06
20	Sri Lanka port shipping service Employees Co-operative Bank	07
21	National Water Supply and Drainage Board's All Employees Credit Society Ltd.	09
22	Inland Revenue Department's Co -operative Savings Society Ltd.	02
23	'Samurdhi' Development & Agro Research Assistants' Co-operative Thrift & Savings Society Ltd.	05
24	State Engineering Corporation Co-operative Thrift & Savings Society Ltd.	06
25	Public service Graduates SANASA Ltd.	11
26	Railway and Works Department Co -operative credit Society Ltd.	01
27	Sri Lanka Port Authority Employees Co-operative Bank.	18
28	The Prison officers SANASA	34
29	Health Service Savings and Credit Co-operative Society Ltd	23
30	Registrar General Department Employees' Co-operative Thrift & Credit Society Ltd.	02
31	Public Health Inspectors' Co-operative Thrift & Credit Society Ltd.	02
32	Women's Development Services Co-operative Society of Sri Lanka Ltd.	75
33	Peoples Bank Employees Thrift & Credit Co-operative Society Ltd.	05
34	Colombo General Hospital Co-operative Thrift & Savings Society Ltd.	10
35	C.T.B Employees' Thrift & Welfare Co-operative Society Ltd.	06

36	Public Service Co-operative Credit & Thrift Society Ltd.	32
37	The C.W.E. Employees Thrift, Credit & Benefit Society Ltd.	04
38	Ports Authority Employees Co-operative Society of Welfare, Thrift and credit Ltd.	19
39	Sri Lanka Survey Department Survey Assistant's Co-operative Thrift & Credit Society Ltd.	07
40	Estate Services Officer's Housing Co-operative Society Ltd.	02
41	Co-operative Department's Staff Officers Thrift & Credit Society Ltd.	07
Other Co-operative societies		
42	All Ceylon small and medium scale cereal processors development co-operative society Ltd.	01
43	Sri Lanka Steel works Coop Society	08
44	All Ceylon Exercise Book Manufactures Co-operative Society Ltd.	07
45	Sri Lanka Printers' Co-operative Society Ltd	14
46	Exotics & Orchids Co-operative Society Ltd	12

Chapter - 03

- Review of the general and special activities during the year
- Physical Resources and financial Transactions during the year 2015

Summary of the activities during the year 2015

1. Awareness programs	12
2. Letters Regarding the ratifications and Appointing	39
3. Letters regarding information, Circular copies, personal files and other information	145
4. Consultation to the Societies	280
5. Legal Actions	19

Reviewing the Activities During 2015

Several programs were scheduled to train the Board of Director regarding, functions of the Commission and how to handle cases with the Commission. 12 Awareness programs were scheduled at the beginning of the year 2015 and 12 programs were conducted as at 31st of December 2015.

Awareness Programs during the year 2015



Awareness programs - 2015

Awareness programs conducted for the Cooperative Employees

	Name of the society	Programs	No of participants
01	Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd	Awareness program regarding cooperative Establishment code	35
02	Post and Telecommunication Employees Co-operative Society Ltd	Awareness program regarding cooperative Establishment code and Disciplinary procedure	61
03	National level cooperative societies	Workshop regarding Office system, Account system and the labor law which are affected to the cooperative employees	35
04	Ports Authority Employees Co-operative Society of Welfare, Thrift and credit Ltd.	Workshop regarding Office system, Account system and the labor law which are affected to the cooperative employees	40
05	National level cooperative societies	Awareness program of pension scheme (considerable amount of the expenditures were afforded by the cooperative department)	80
06	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(North-west province, Kurunagala)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	67
07	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(North-middle province, Anuradhapura)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	75

08	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(Southern province - Galle)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	80
09	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(Western province - Colombo)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	85
10	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(Western province - Colombo)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	90
11	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(Uva - Province, Badulla)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	80
12	Education Department Employees' Co-operative Thrift & Credit Society Ltd.(Central province - Colombo)	Awareness program regarding cooperative Establishment code and Disciplinary procedure	70

Cooperative Employees Commission Staff Training Programs - 2015

At year 2015, it was planned to conduct training programs for the Co-operative employees' commission staff in order to do their duties efficiently. The staff Training programs conducted during the year 2015 are mention below.

	Name of the officer	Designation	Course	Date
01	Mr. H.S. Premakumara		Vocational training programs	16.07.2015
02	Miss. J.A.T.P. Jayakodi	Management Assistant	Creating a Web Page	18.10.2015
03	Mr. R.A.C.K. Ranathunga	Management Assistant	Board of survey	09.08.2015
04	Staff of the Commission	Staff	Office Management and Positive thinking	21.12.2015

One of the vesting functions of the commission is to relieve the Court on the legal matters of the Co-operative employees and helps the officers of the Department of Attorney general about the cases, which the commission acts as the witness. It has planned to appear 11 cases in 2015. As at the 31st of December 2015 commission has appeared 19 cases.

Case No	Petitioner	Respondents	Position as at 31.12.2015
3267,3275,3276 3277,3278,3279 3280,3281,3284	A Group of Employees dismissed by Coconut Producers Co-op Society of Kammalpattu	Coconut Producers Co-op Society of Kammalpattu	These cases are examined in Marawila M.C,
3265,3266,3269 3270,3271,3273 3274	A Group of Employees dismissed by Coconut Producers Co-op Society of Kammalpattu	Coconut Producers Co-op Society of Kammalpattu (The Commission has called for the witnesses)	Judgment has given by empowering the commission decision. But the society has made an apple appose to that decision.
ක.වි.ස.8/593/2011	K.W. Pushpakumara	Education Department Employees' Co-operative Thrift & Credit Society Ltd	The Commission has called for the witnesses regarding the letters sent by the commission
ක.වි.ස.8/591/2011	D.D.C.P. Kularathna	Education Department Employees' Co-operative Thrift & Credit Society Ltd	The Commission has called for the witnesses regarding the letters sent by the commission
CA(writ)/33/14	K.M.C.J.B. Kangara	Education Department Employees' Co-operative Thrift & Credit Society Ltd	submission has given

Recruitment for Positions during 2015

	Name of the Co-operative Society	Position	No. of recruited
01	Sri Lanka Marketing Co-operative Federation Ltd.	Driver	01
02	Sri Lanka Marketing Co-operative Federation Ltd.	Management Assistant	02
03	Sri Lanka Marketing Co-operative Federation Ltd.	Labour	04
04	Sri Lanka Marketing Co-operative Federation Ltd.	Merchant Assistant	07
05	Public Service Co-operative Credit & Thrift Society Ltd	Management Assistant	07
06	Public Service Co-operative Credit & Thrift Society Ltd	Account Assistant	01
07	Public Service Co-operative Credit & Thrift Society Ltd	Internal Auditor	01
08	Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd.	Accountant	01
09	Education Department Employees' Co-operative Thrift & Credit Society Ltd.	Residential Assistant	04
10	Education Department Employees' Co-operative Thrift & Credit Society Ltd.	KKS	06
11	Public Service Co-operative Credit & Thrift Society Ltd	Management Assistant	01
12	Sri Lanka Coconut Producers' Co-operative Societies Federation Ltd.	Management Assistant	01
13	Sri Lanka Marketing Co-operative Federation Ltd.	Financial Manager	01
14	Sri Lanka Health Employee's Development Service's Cooperative Society Ltd.	Management Assistant	01
15	Sri Lanka Health Employee's Development Service's Cooperative Society Ltd.	Administrative officer	01

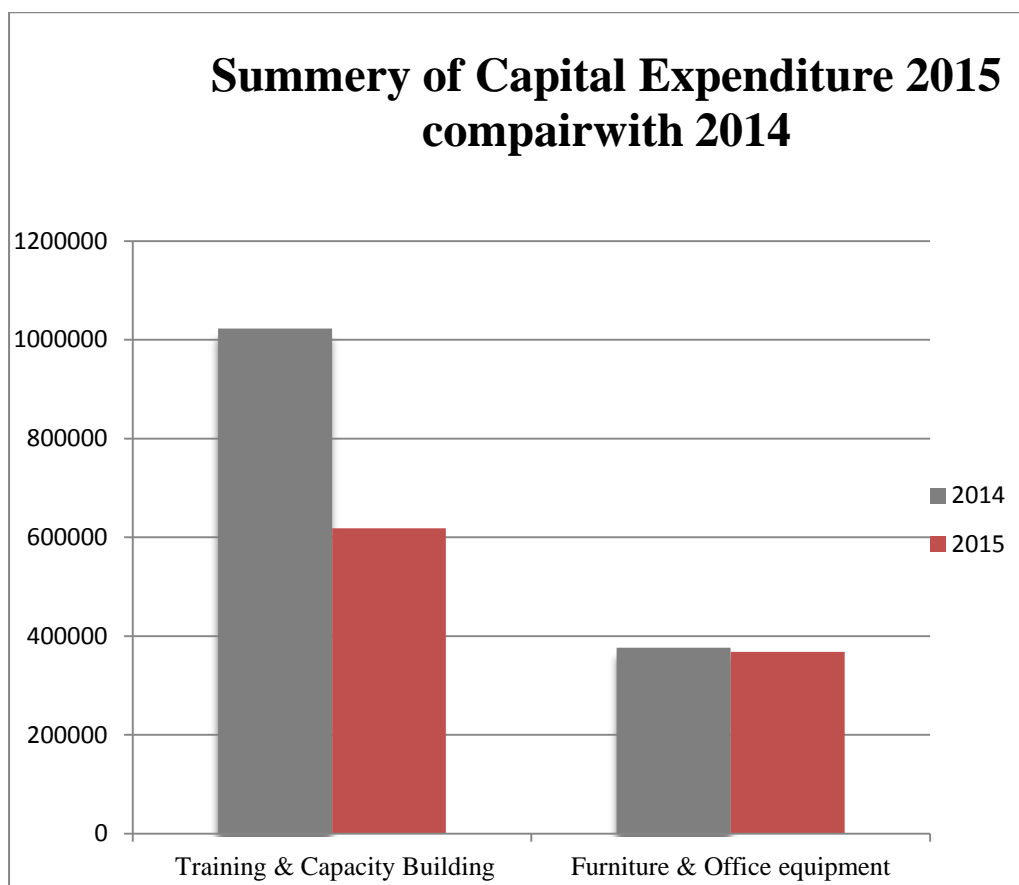
The special programs conducted by the commission during the year 2015,

A committee has been appointed to amend the salary circular 2007/05 activated from 2008.

The committee drafts the new salary circular 2016/01.

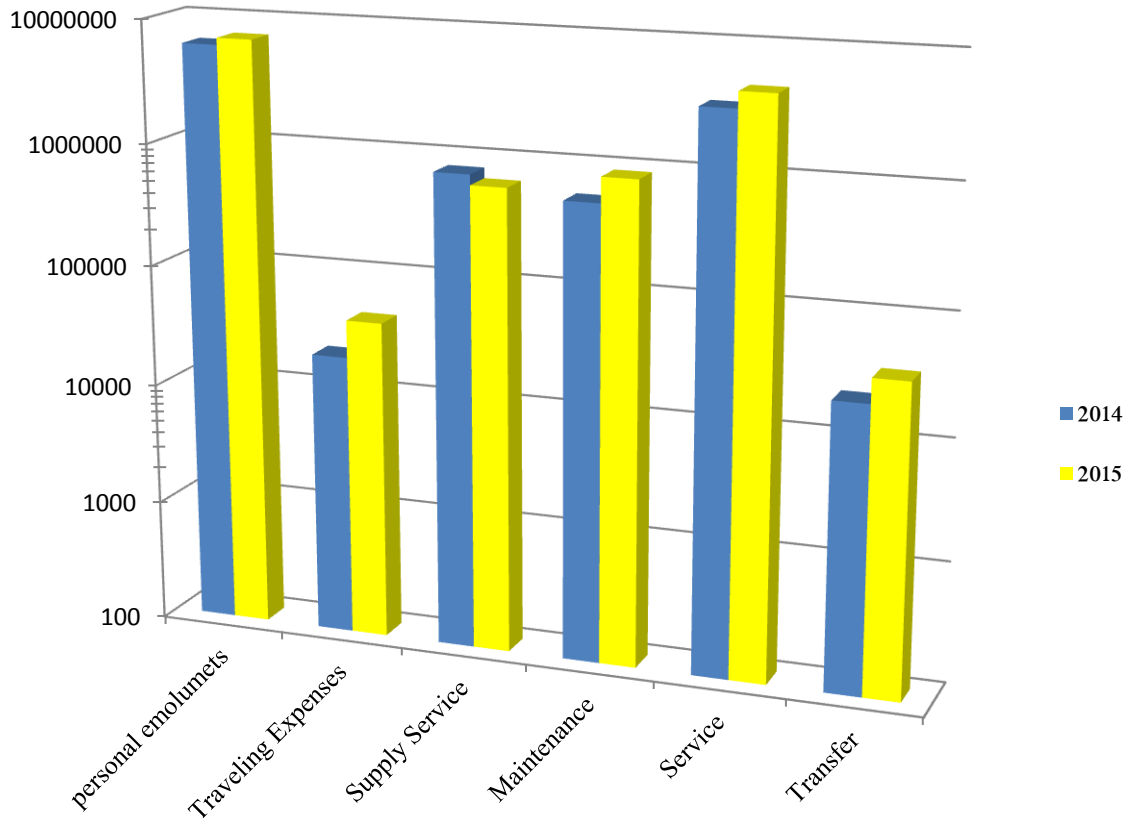
Estimated amount and the expenditure of the above activities during 2015

	Activity	Allocation (Rs.)	Net allocation	Expenditure as at 31.12.2015(Rs.)	Balance (Rs.)
01	Hearing of Appeals	-	-	-	-
02	Legal consultation	-	-	-	-
03	Conducting Training and awareness program for the co-operative employees and the Staff of the commission	735,000.00	-	618,385.05	116,614.95



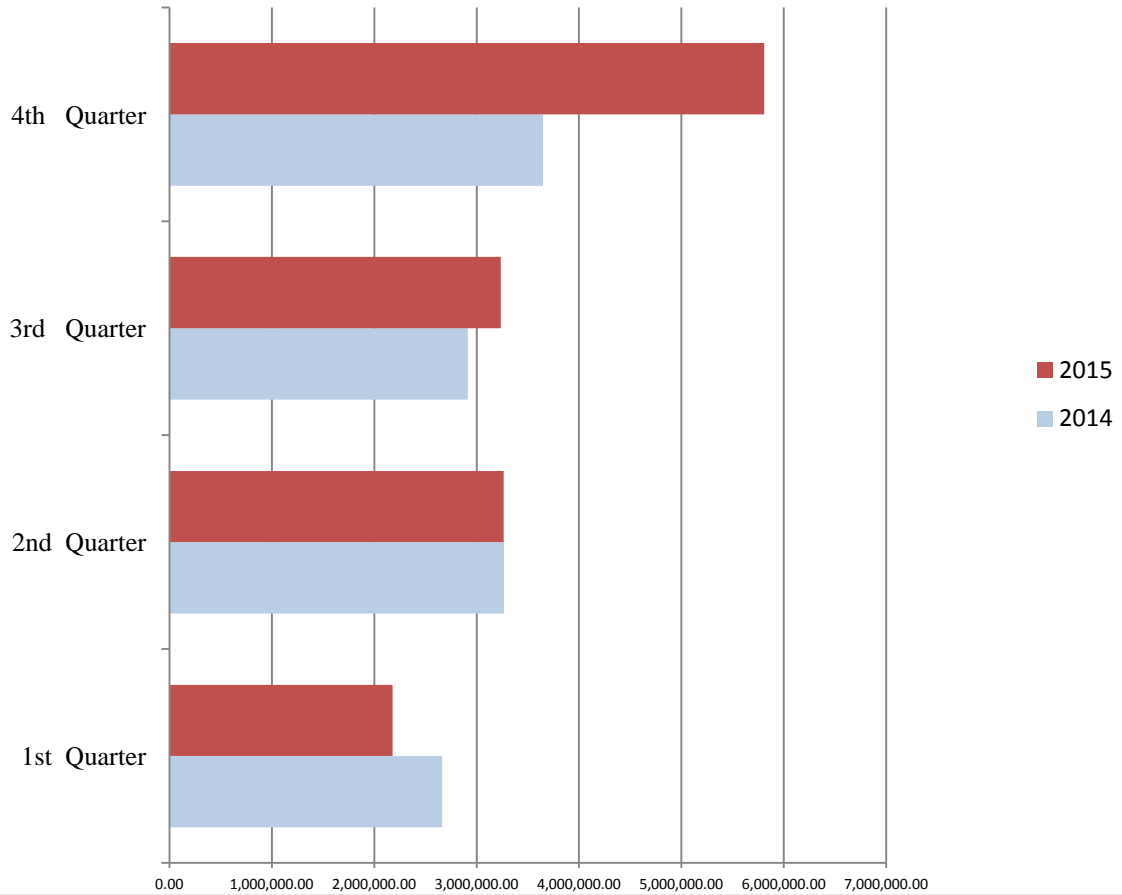
	2014	2015
Training and Capacity Building	1,022,618.12	618,385.05
Furniture and office equipments	376,638.79	367,998.00

Summary of Recurrent Expenditure 2015 compairwith 2014



	2014	2015
Personal Emolument	6,182,797.60	7,041,525.78
Travelling Expenses	21,073.50	42,935.50
Supply Service	779,059.00	640,660.41
Maintenance	548,488.93	884,019.11
Service	3,410,666.76	4,627,038.07
Transfer	22,700.83	36,345.24

Total Expenditure in 2015 compairwith 2014



	2014	2015
1st Quarter	2,664,457.29	2,180,644.63
2nd Quarter	3,265,882.76	3,264,344.89
3rd Quarter	2,913,784.36	3,235,106.17
4th Quarter	3,647,511.22	5,809,554.23

Special projects scheduled during 2015

Below mention projects are planned to carry out by the Co-operative employees Commission in 2016

	Name of the Project	Duration	Estimated Amount (Rs.)	Source of Fund	Object
01	Awareness Programs regarding the Cooperative Establishment Code	December 2016	750,000.00	Budget provision	public awareness program regarding the Co-operative movements and duties of the Co-operative Employees Commission
02	Cooperative Staff Training Programs	January to December -2016	100,000	Budget provision	Increase the efficiency of the Co-operative commission staff