

Message from the President



Maithripala Sirisena

H.E. the President of the Democratic Socialist Republic of Sri Lanka

It is with great pleasure that I issue this message for the Annual Performance Report & Accounts - 2017 of the Ministry of Home Affairs. Ministry of Home Affairs is a unique Ministry which has been entrusted with a number of critical and highly responsible subject areas. The Ministry which is comprised of a well-established administrative structure and a broad network of officials provides an extensive contribution towards the district divisional and rural development functions. Similarly, the Ministry is also instrumental in bringing the Government development processes right down to the grass root level.

The contribution and dedication of the public officers are essential in transforming the concept of good governance of the Government into a reality. The Ministry of Home Affairs which executes the state mechanism right through to the rural level is expected to be more accountable and transparent in providing necessary services to the citizens and in fulfilling the development process of the country.

A large number of public related issues which have been left unnoticed and unattended over a number of years has led to the loss of confidence amongst the people in public service of this country and above all is a greater obstacle to the efforts made to make the public service more efficient. "Nila Mehewara" the President's People Service introduced as a remedial measure to this problem is also implemented by this Ministry of Home Affairs. It is apposite to note that "Nila Mehewara" programme which is implemented by the Ministry of Home Affairs in collaboration with the other Ministries and all the public institutions has been a major success.

As such, the Progress and Development Programmes of such Ministry is more like a mirror which reflects as to how the overall development process of the country manifested itself over a period of one year. And I take this opportunity to extend my best wishes for the strength and the courage of everyone to continue the development process of the previous year in the year to come.

Message from the Prime Minister



Ranil Wickramasinghe

Hon. Prime Minister of the Democratic Socialist Republic of Sri Lanka

Ministry of Home Affairs is a Ministry with greater responsibility to implement the policies and the decisions of the Government. Administrative matters of district secretariats and divisional secretariats of every district are carried out by the Ministry of Home Affairs. Accordingly, in addition to the direct projects and programmes implemented by the Ministry, the responsibility in dealing with all the line Ministries and in fulfilling the functions of such other Ministries is assigned on the Ministry of Home Affairs.

Therefore, the Ministry of Home Affairs is one of the most specific Ministries of the country. Similarly the responsibility of conveying the new policies of the Government to the people at the rural level in line with the needs of the twenty first century and implementing the district and divisional administration efficiently and effectively with the application of novel technological mechanisms is also entrusted on this Ministry.

While regularizing the administration of district and divisional secretariats which is considered to be the district and divisional center of the Government administration, the effort made by the Hon. Wajira Abeywardhane, the Minister of Home Affairs, J.C. Alawathuwala, Deputy Minister of Home Affairs and Mr. S.T. Kodikara, Secretary to the Ministry of Home Affairs together with the overall Ministry staff in transforming the services of the Grama Niladhari who is the closest public servant of the people is commendable.

The policy of the Government was to confer an efficient and transparent public service on the general public. In order to discharge this bounden duty more effectively, I consider it an essential need to reflect on the progress of the year and submit it in the form of a report. It will only facilitate the continuation of the respective functions in more effective and efficient manner into a successful coming year.

Message of Minister



Wajira Abeywardena

Hon. Minister of Home Affairs

Ministry of Home Affairs is the Ministry which provides the highest contribution in district, divisional and rural administration and the development initiative of this country. Similarly, while implementing the government policies more efficiently and effectively and the responsibility of conveying benefits of such processes to the rural levels has been conferred upon this Ministry.

For the purpose of achieving this objective, 25 district secretariats, 332 divisional secretariats, 14,022 Grama Niladhari divisions and 17,000 Economic Development Officers have joined hands under the Ministry of Home Affairs. In addition to that, conducting of all Divisional and District Coordinating Committees is also carried out by the Ministry of Home Affairs.

While all registration requirements from birth to the death of the citizen are being taken care of by the Registrar General's Department, the legitimacy with respect to land ownership of the whole county is granted by the Ministry of Home Affairs.

Main responsibility with respect to new constitutional amendments and the formulation of practical strategies on the implementation of district and divisional administration more efficiently and effectively is also assigned on the Ministry of Home Affairs.

Under the order of His Excellency Maithripala Sirisena, the President and under the direction of Hon. Ranil Wickremasinghe, the Prime Minister, "Nila Mehewara" President's People Service, National Programme is currently in progress.

All Ministries, Government Departments and other public institutions as well as the private sector of this country are making their contribution towards this programme and as of now, the programme has been successfully completed in Polonnaruwa, Galle and Vavuniya districts respectively. Upon completion of Nila Mehewara divisional/regional programmes in the districts of Mullaitivu, Kilinochchi and Mannar the closing ceremonies for these districts are expected to conclude shortly.

Nila Mehewara Divisional programme were held in 30 divisional secretariats in Kurunegala district and as a whole 73 regional Nila Mehewara programme were held. As announced by His Excellency the president Maithripala Sirisena and with the directions of honorable prime minister Ranil Wickramasinghe Nila Mehewara divisional programmes are planned to be started recently in Jaffna district. It is with great pleasure to inform that this programme has been successful in providing solutions to hundreds and thousands of people's problems that have been left unnoticed and unattended for over three decades.

For the purpose of implementing the public administrative functions more efficiently, new projects such as construction of district administrative buildings in place of old office buildings, construction of new buildings for divisional secretariats, establishment of "Nila Sewana" field offices for Grama Niladharies and field officers and provision of latest technological devices to Grama Niladharies and Development Officers are being implemented by this Ministry.

And let me submit Annual Performance Report & Accounts for the year 2017 of the Ministry of Home Affairs which holds responsibility for the execution of number of such specific functions. A brief account of what has been achieved in respect of the services and the projects implemented by this Ministry, has been included in this report.

I like to mention very happily about the dedication of all the staff in completing all the responsibilities and the leadership given in every disaster situation including the secretary of our ministry Mr. S.T. Kodikara.

Message of Deputy Minister



J.C. Alawathuwala
Hon. Deputy Minister of Home Affairs

It has been a special occasion to submit a progress report on the projects and programmes implemented by this Ministry intended to provide a unique service for the betterment of the nation through the establishment of an optimum administration at both national and regional level.

Just as the Ministry has been entrusted the responsibility of implementing the public policies and projects right down to the people at rural level, instead of introducing it as the Progress and Development Programmes report of the Ministry, it is more appropriate to introduce it as the performance report of the entire public mechanism.

It is with great pleasure that I extend my fullest cooperation for the projects implemented by the Ministry under the leadership of Hon. Wajira Abeyawardhane, Minister of Home Affairs and under the guidance and instructions of the His Excellency Maithripala Sirisena, the President and Hon. Ranil Wickramasinghe, the Prime Minister.

I am of the view that in the path to achieve targets and objectives of the Government while making the public service more efficient, the preparation of a Progress and Development Programmes report of this nature based on the past experience is even more productive in achieving these objectives. It will not only facilitate the functions and activities of the coming year but will be instrumental in guiding the country and the nation towards a well-planned future.

And I extend my heartfelt gratitude and best wishes towards the Secretary and the entire staff of the Ministry together with the Heads of Departments and Establishments who dedicate themselves to make this task a reality.

Message of Secretary



S.T. Kodikara
Secretary
Ministry of Home Affairs

Directed by the vision, mission, objectives and the activities of the Ministry of Home Affairs and with the use of novel strategic planning techniques of the public service, we, the Ministry of Home Affairs are dedicated to establish a more sensitive and people friendly public service within the country.

The service extended by the Ministry in regularizing the activities of the Public Sector during the previous year is noteworthy. It is with pleasure and gratitude that I mention the exceptional contribution made by the Registrar General's Department, district secretariats, divisional secretariats and Grama Niladhari offices which are under the purview of the Ministry, in achieving this objective.

District secretariats and the divisional secretariats which are under the purview of this Ministry are dedicated towards providing a far-reaching public service. Action taken to make use of the novel Information Technology (IT) applications in providing more people-friendly service for fulfilling the aspirations of the people in line with the standards of the 21st Century is commendable.

With the invaluable experience we gathered on our way forward, we, as the Ministry of Home Affairs have extended our fullest cooperation and contribution towards the administrative structure of the country, good governance and the development as a whole through the fulfillment of efficient and effective public service.

CONTENT	Page No.
Ministry Vision, Mission, Objectives, Strategies, KPS and Main Function	01
Section Details of Ministry	02 - 05
District Development Project Map	06
Details of District Secretariat	
Colombo District	07
Gampha District	08
Kalutara District	09
Kandy District	10
Matale District	11
Nuwareliya District	12
Galle District	13
Matara District	14
Hambantota District	15
Jaffna District	16
Mannar District	17
Vavuniya District	18
Mullaitivu District	19
Kilinochchi District	20
Batticaloa District	21
Ampara District	22
Trincomalee District	23
Kurunegala District	24
Puttalam District	25
Anuradhapura District	26
Polonnaruwa District	27

Badulla District	28
Monaragala District	29
Ratnapura District	30
Kegalle District	31
Registrar General 's Department	32–35
Proposed Actions – Budget Estimate 2018	36–38
Settlement of Continuous Projects and Outstanding Bills	39
Progress of Allocation	40–44
Nilamehewara President's People Service	45–50
Infrastructure Development in District Secretariats and Divisional Secretariats	51–54
Progress of the Year 2017	
District Administration Division	55
Divisional Administration Division	56–57
Grama Niladhari Administration Division	58
Administration Division	59–62
Finance Division	63–65
Development Division	66–69
Investigation Division	70
Internal Audit Division	71–78
Annexure 01 – Appropriation Account - DGSA 1	
Annexure 02 – Auditor General Report	

Vision

Providing the unique service for the betterment of the nation.

Mission

To ensure an excellent service through competent national and regional level administration with skilled human resources.

Objectives

- To establish a citizen friendly participatory development mechanism in the areas of district, regional and rural administration.
- To establish a collective approach to rural, regional and overall economic development.
- To establish and maintain public services closer to the people with more integrated approach.
- To strengthen the district, regional and rural administration through modern information technology relationship.
- To acquire quality human resources to ensure efficient and effective public service.

Strategies

- Guarantee the public responsibility and satisfaction through simple structures and re-evaluation in District Secretariats and Divisional Secretariats.
- Bring all District Secretariats, Divisional Secretariats Grama Niladhari offices and the Registrar General's Department under one roof.
- Improve office systems closer and responsive to clients.
- Empower and motivate employees all District Secretariats and Divisional Secretariats in health promotional environment and attractive payment procedure.

Key Performance Indicators (KPI)

- Percentage of fulfilling the human resource requirements.
- Number of annual training hours spent for the training of the relevant group of officers.
- Percentage of providing solutions for public complaints/ requests relevant to district/ divisional administration.
- Average time taken to issue documents such as birth marriage/ death certificates.

Main Functions

1. Organize, follow-up and evaluation of the functions of Ministry of Home Affairs, Registrar General's Department, District and Divisional Secretariat.
2. Organizing public events.
3. Determination of the limitations of State Rural Development Centers.
4. Establish State Rural Development Boards.
5. Establishment of District Coordination Board.
6. Perform activities related to birth, marriage and death registration.
7. Perform duties of Registrar General's Department and all district and divisional secretariats.
8. Supervision of Registrar General's Department, the district offices, regional offices and Grama Niladhari offices

District Administration

- Management & supervision of human resources in district secretariats.
- Management of district secretariats.
- Resolution of issues in district secretariats.
- Organizing of national and public ceremonies.
- Affairs with regard to National Anthem & National Flag & determination of public holidays.
- Updating and keeping of Sri Lanka Republic Priority documents.
- **District Secretary / Government - Agents' Conference**

The District Secretaries' Conference is held with the intension of discussing and giving solutions to the common problems existing at district level and also to give opportunity to create awareness amongst the District Secretaries on the programmes initiated by other Ministries/Departments/Institutions. Six (06) District Secretaries' Conferences were successfully held within the year 2016.



- **Independence Day Celebrations**

Under the theme of "Ekama Deyak Maha Balayyak" (One Nation and a Great Power) the 69th Independence Day Celebration were held in a dignified manner under the precedence of His Excellency the President on 04.02.2017 at the Galle Face ground, during morning hours of the day.



Divisional Administration

Main Functions

- Coordinating and providing necessary guidance for the activities of Divisional Secretaries.
- Appointments and transfers of Divisional Secretaries and Assistant Divisional Secretaries.
- Coordination of building construction activities in Divisional Secretariats.
- Supervision of Divisional Secretariats.
- Introduction of better management systems for the staff of divisional secretariats and the amendment of existing systems and procedures.
- Holding management competitions amongst divisional secretariats.
- Coordination of activities carried out by other Ministries through divisional secretariats.
- Taking steps to upgrade performance of divisional administration.

Grama Niladhari Administration

According to the government policy in order to ensure a rural administration, Grama Niladhari Division operates the entire administration of performing duties in the 14022 Grama Niladhari Divisions at 332 Divisional Secretariats.

Main Functions of Grama Niladhari Division

- Activities related to recruitment of new Grama Niladhari.
- Giving promotion to Grama Niladhari.
- Appointing rural administrative officers
- Implementation of citizen charter of Grama Niladhari.
- Activities related to Efficiency Bar Examination
- Activities related to discipline of Grama Niladhari.
- Activities related to complaints against to Grama Niladhari.

Grama Niladhari Administration

- Providing services to Grama Niladhari.
- Activities related transferring the Grama Niladhari.
- Activities related to retirement of the Grama Niladhari.
- Employing Grama Niladhari on contract basis.

	Province	No. of District Secretariats	No. of Divisional Secretariats	Number of G.N Divisions
01	Central Province	03	36	2224
02	Eastern Province	03	46	1079
03	Northern Province	05	34	921
04	North Central Province	02	29	989
05	North Western Province	02	46	2158
06	Sabaragamuwa Province	02	28	1148
07	Southern Province	03	47	2122
08	Western Province	03	40	2495
09	Uva Province	02	26	886
TOTAL		25	332	14022

Development Division

- Management of matters related to construction of buildings in district and divisional secretariats.
- Monitoring of project reports, guiding, implementation and follow up activities.
- Progress review and conducting follow up activities according to the Annual Development Action Plan.
- Procurement management related to building constructions.
- Implementation of public investment programs related to capital projects.



Laying foundation stone for District Secretariat office Pollonnaruwa



Opening ceremony of Hipankanda Road Development Project at Galle District

Main Functions of Development Officers under Ministry of Home Affairs

- Implementing, assisting, coordinating and progress reporting of National Programmes.
- Coordinating, surveying and progress reporting of Rural Level Development Projects.
- Gathering Rural Information and Identification of Development Needs.
- Coordinating and reporting of Rural Development Committee of the Division.
- Preparation, coordinating and progress reporting of Rural Development Plan.
- Implementing, assisting, coordinating and progress reporting of Physical Resources Development & Enterprise Development Projects.
- Implementing, assisting, coordinating and progress reporting of Human Resources Development.

Finance Division

The Finance Division of this Ministry can be introduced as one of the major divisions which will help strengthen the district, divisional and rural administration through efficient and productive financial activities with the application of novel technological tools.

The functions of the division include, proper maintenance of the accounting system of the institution, reporting of information related to decision making process and the applicable accounting and the preparation of relevant reports, updating and maintenance, receipts, performing of activities related to payments, preparation of estimates, implementation of a proper internal control methodology, assisting the Chief Accounting Officer, assigned activities associated with the accounting matters of the affiliated institutions and the activities related to accounting process of the institution namely, implementation of efficient and effective management system, providing financial instructions and directions, financial planning and budgeting, accounting and reporting, internal control, asset management, procurement management, giving project management instructions and performing inspection with regard to foreign funded projects, implementation of financial policies and regulations and assisting the Head of Institution with respect to financial responsibility and regarding the matters to be accountable to the Parliament, guiding the affiliated institutions for financial management, inspection and provision of instructions and training of financial management staff, in conformity with the Financial Regulations relevant to the specifically assigned scope and the related rules and provisions.

Internal Administration

Functions

- Conducting all establishment matters of the officers belonging to internal administrative structure of the Ministry of Home Affairs
- Creating and maintaining a physical environment which will enhance the quality aspects of the Ministry
- Reviewing, updating and maintaining of division staff and bringing employee welfare up to a higher level
- Supply and maintenance of security and sanitation facilities in continuous and productive manner
- Administration of maintenance activities and repair activities of the buildings where the Ministry is established and maintaining and developing of service facilities such as transport, electricity, water supply and telecommunication
- Identification of foreign and local training opportunities related to human resource development and directing officers to such training programmes
- Repairing, maintaining, purchasing and disposing of Ministry vehicles
- Establishing and maintaining a higher coordination amongst internal and external institutions
- Making office methods more efficient and methodical by using Information Technology
- Networking of divisional and district offices and managing of data storages
- Maintaining the booking system of circuit bungalow of ministry of Home Affairs and the relevant institutional activities
- The provision of circuit bungalow of ministry of Home Affairs to government servants and the activities in relation to circuit bungalow management

Internal Administration

• Circuit Bungalows

1	Galle (Bataganvila)	17	Monaragala
2	Kandy	18	Ampara
3	Mathara	19	Mulaitivu
4	Hambanthota	20	Chillaw
5	Katharagama	21	Arugambe
6	Badulla	22	Madu
7	Nuwaraeliya	23	Trincomalee
8	Anuradhapura	24	Trincomalee New
9	Polonnaruwa	25	Mannar
10	Polonnaruwa New	26	Thawalama
11	Kurunegala	27	Rathnapura
12	Puttlam	28	Deniyaya
13	Jaffna	29	Wakare



Galle Circuit Bungalow



Anuradhapura Circuit Bungalow

Internal Audit Division

Internal Audit Division of the Ministry of Home Affairs is responsible for the audit functions of the Ministry of Home Affairs, Registrar General's Department, District Secretariats and the Divisional Secretariats. Accordingly, strengthening of the internal administration in order to report to the Secretary whether the activities of the Ministry and institutions under its purview, are carried out as planned and in accordance with the financial rules and regulations and in a way that the people would be benefited from such activities and taking action to minimize the internal issues and occurrences that are referred to the Committee on Public Accounts are carried out by the Internal Audit Division.

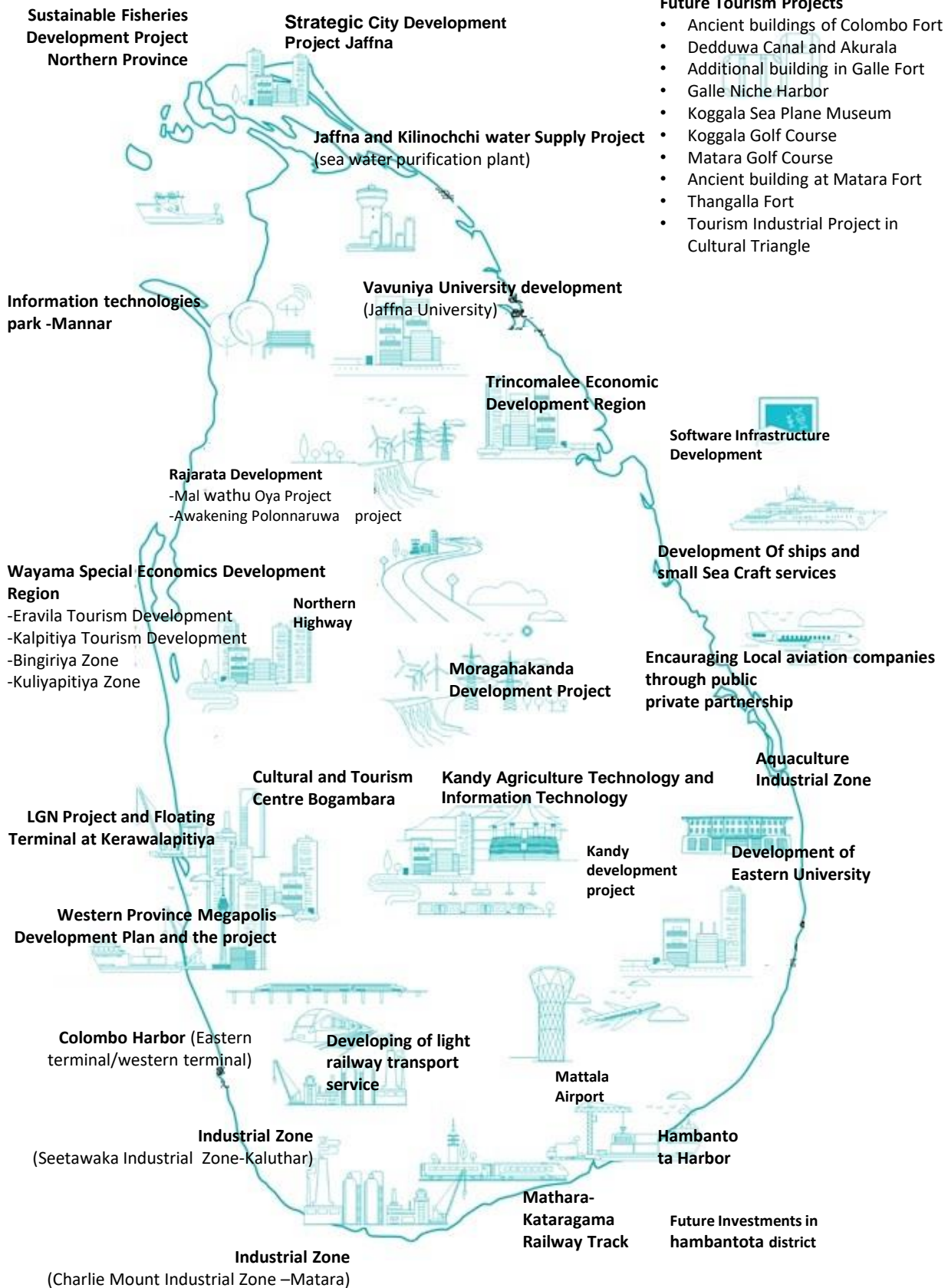
Implementation of internal audit functions efficiently and effectively through issuance of internal audit reports, audit management committee reports and internal advisory notices, are carried out by the Internal Audit Division of the Ministry.

Since the status reporting on the internal control is done via audit investigations, necessary assistance is provided by the Internal Audit Division for pre-identification and avoidance of the reasons for errors to take place.

Investigation Division

- Management of public complaints.
- Management of district, divisional and Grama Niladhari administration investigation affairs.
- Introduction of novel mechanisms to identify and prevent frauds, corruptions and malpractices.
- Management of activities related to disciplinary investigations.

District Development Projects



Colombo District

Description	Quantity
District	Colombo
Province	Western
Total Land Area in square kilometers	669
Total population	2,375,000
Female Population	1,178,864
Male Population	1,196,136
Number of voters	1,823,545
Number of polling centers	1063
Number of Electorates	15
Number of divisional secretariat divisions	13
Number of Grama Niladhari divisions	557
Number of villages	1015
Number of municipal councils	5
Number of urban councils	5
Number of Pradeshiya Sabhas	3
Number of Members of parliament	19
Number of Provincial Councils Members	43
Number of families	572,350
Number of housing units	569,206
Number of Land Registrar offices	5
Marriage, Birth and Death Registrars	22
Marriage (Additional) Registrars	69
Birth and Death Medical Registrars	13
Birth and Death Registrars	10
Muslim Marriage Registrars	18
Government Schools	37
Provincial Schools	368
Government Hospitals	14
Provincial Hospitals	15
Number of district secretariat employees	116
Number of divisional secretariat employees	2010
Number of Nila Sewana offices being constructed	4



Laying foundation stone for new Divisional Secretariat building Homagama (Rs.287Mn)



The office premises of ministry of Home Affairs is under progressive construction utilizing the allocation amounting to Rs.3461Mn. It is proposed to complete this project by 2018 January

Gampaha District

Description	Quantity
District	Gampaha
Province	Western
Total Land Area in square kilometers	1386.7
Total population	2,372,000
Female Population	1,222,559
Male Population	1,149,441
Number of voters	1,724,309
Number of polling centers	1169
Number of Electorates	13
Number of divisional secretariat divisions	13
Number of Grama Niladhari divisions	1177
Number of villages	1774
Number of municipal councils	2
Number of urban councils	5
Number of Pradeshiya Sabhas	12
Number of Members of parliament	18
Number of Provincial Councils Members	40
Number of families	604,009
Number of housing units	598,674
Number of Land Registrar offices	3
Marriage, Birth and Death Registrars	45
Marriage (Additional) Registrars	48
Birth and Death Medical Registrars	3
Birth and Death Registrars	2
Muslim Marriage Registrars	9
Government Schools	17
Provincial Schools	519
Government Hospitals	3
Provincial Hospitals	16
Number of district secretariat employees	111
Number of divisional secretariat employees	2449
Number of Nila Sewana offices being constructed	2



Opening ceremony Divisional Secretariat building Attanagalla (Rs.50 Mn)



Laying foundation stone for new Divisional Secretariat building Ja Ela (Rs. 198 Mn)

Kalutara District

Description	Quantity
District	Kaluthara
Province	Western
Total Land Area in square kilometers	1,598
Total population	1,271,325
Female Population	656,148
Male Population	615,177
Number of voters	941,742
Number of polling centers	633
Number of Electorates	540
Number of divisional secretariat divisions	14
Number of Grama Niladhari divisions	762
Number of villages	2,514
Number of municipal councils	0
Number of urban councils	4
Number of Pradeshiya Sabhas	13
Number of Members of parliament	10
Number of Provincial Councils Members	22
Number of families	305,737
Number of housing units	302,371
Number of Land Registrar offices	4
Marriage, Birth and Death Registrars	28
Marriage (Additional) Registrars	18
Birth and Death Medical Registrars	5
Birth and Death Registrars	0
Muslim Marriage Registrars	13
Government Schools	18
Provincial Schools	401
Government Hospitals	4
Provincial Hospitals	16
Number of district secretariat employees	126
Number of divisional secretariat employees	2,103
Number of Nila Sewana offices being constructed	40



Laying foundation stone for new District Secretariat building Kalutara (Rs.110Mn)



Laying foundation stone for new Divisional Secretariat building Panadura (Rs.172Mn)



Opening ceremony Divisional Secretariat Bandaragama (Rs.86.5Mn)

Kandy District

Description	Quantity
District	Kandy
Province	Central
Total Land Area in square kilometers	1940
Total population	1,451,836
Female Population	759,591
Male Population	692,245
Number of voters	1,097,342
Number of polling centers	825
Number of Electorates	13
Number of divisional secretariat divisions	20
Number of Grama Niladhari divisions	1,188
Number of villages	2,588
Number of municipal councils	1
Number of urban councils	4
Number of Pradeshiya Sabhas	17
Number of Members of parliament	12
Number of Provincial Councils Members	29
Number of families	348,019
Number of housing units	342,911
Number of Land Registrar offices	2
Marriage, Birth and Death Registrars	56
Marriage (Additional) Registrars	53
Birth and Death Medical Registrars	5
Birth and Death Registrars	5
Muslim Marriage Registrars	40
Government Schools	35
Provincial Schools	615
Government Hospitals	3
Provincial Hospitals	49
Number of district secretariat employees	354
Number of divisional secretariat employees	6124
Number of Nila Sewana offices being constructed	29



Opening ceremony Divisional Secretariat building Minipe (Rs. 39Mn)

Matale District

Description	Quantity
District	Matale
Province	Central
Total Land Area in square kilometers	1993
Total population	508,000
Female Population	263,000
Male Population	245,000
Number of voters	395,786
Number of polling centers	324
Number of Electorates	4
Number of divisional secretariat divisions	11
Number of Grama Niladhari divisions	545
Number of villages	1483
Number of municipal councils	2
Number of urban councils	0
Number of Pradeshiya Sabhas	11
Number of Members of parliament	5
Number of Provincial Councils Members	11
Number of families	141,500
Number of housing units	139,800
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	23
Marriage (Additional) Registrars	2
Birth and Death Medical Registrars	0
Birth and Death Registrars	1
Muslim Marriage Registrars	8
Government Schools	12
Provincial Schools	311
Government Hospitals	0
Provincial Hospitals	20
Number of district secretariat employees	93
Number of divisional secretariat employees	1,530
Number of Nila Sewana offices being constructed	0



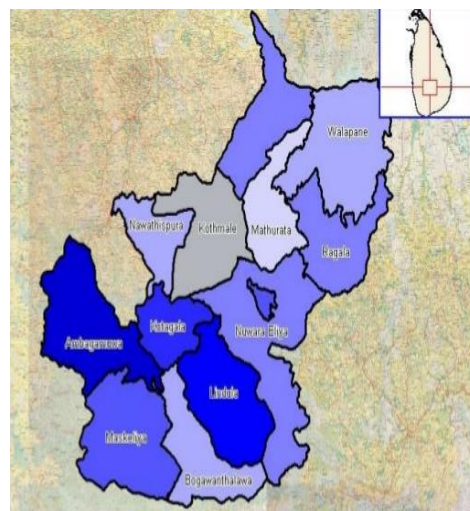
Opening ceremony Divisional Secretariat building Matale (Rs.45Mn)



Laying foundation stone for new District Secretariat administration complex Matale (Rs. 550Mn)

Nuwaraeliya District

Description	Quantity
District	Nuwaraeliya
Province	Central
Total Land Area in square kilometers	1,740
Total population	756,000
Female Population	394,000
Male Population	362,000
Number of voters	562,025
Number of polling centers	485
Number of Electorates	4
Number of divisional secretariat divisions	5
Number of Grama Niladhari divisions	491
Number of villages	1,199
Number of municipal councils	1
Number of urban councils	2
Number of Pradeshiya Sabhas	9
Number of Members of parliament	8
Number of Provincial Councils Members	17
Number of families	181,182
Number of housing units	178,440
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	30
Marriage (Additional) Registrars	5
Birth and Death Medical Registrars	3
Birth and Death Registrars	2
Muslim Marriage Registrars	6
Government Schools	7
Provincial Schools	541
Government Hospitals	1
Provincial Hospitals	48
Number of district secretariat employees	244
Number of divisional secretariat employees	2,132
Number of Nila Sewana offices being constructed	20



meeting of Government officers in Nuwaraeliya



Nuwaraeliya circuit bungalow

Galle District

Description	Quantity
District	Galle
Province	Southern
Total Land Area in square kilometers	1651.6
Total population	1,113,000
Female Population	579,282
Male Population	533,718
Number of voters	848,877
Number of polling centers	703
Number of Electorates	10
Number of divisional secretariat divisions	19
Number of Grama Niladhari divisions	896
Number of villages	2446
Number of municipal councils	1
Number of urban councils	2
Number of Pradeshiya Sabhas	17
Number of Members of parliament	10
Number of Provincial Councils Members	22
Number of families	273,140
Number of housing units	271,236
Number of Land Registrar offices	3
Marriage, Birth and Death Registrars	62
Marriage (Additional) Registrars	14/09
Birth and Death Medical Registrars	3
Birth and Death Registrars	2
Muslim Marriage Registrars	8
Government Schools	28
Provincial Schools	403
Government Hospitals	2
Provincial Hospitals	23
Number of district secretariat employees	474
Number of divisional secretariat employees	5,360
Number of Nila Sewana offices being constructed	51



Opening ceremony of the official quarter Balapitiya (Rs.08 Mn)



Opening ceremony of Divisional Secretariat office Hikkaduwa (Rs. 58 Mn)

Matara District

Description	Quantity
District	Matara
Province	Southern
Total Land Area in square kilometers	1282.5
Total population	851,337
Female Population	443,574
Male Population	407,763
Number of voters	644,800
Number of polling centers	444
Number of Electorates	7
Number of divisional secretariat divisions	16
Number of Grama Niladhari divisions	650
Number of villages	1,658
Number of municipal councils	1
Number of urban councils	1
Number of Pradeshiya Sabhas	15
Number of Members of parliament	10
Number of Provincial Councils Members	17
Number of families	206,790
Number of housing units	205,153
Number of Land Registrar offices	2
Marriage, Birth and Death Registrars	42
Marriage (Additional) Registrars	2
Birth and Death Medical Registrars	1
Birth and Death Registrars	1
Muslim Marriage Registrars	6
Government Schools	22
Provincial Schools	341
Government Hospitals	1
Provincial Hospitals	16
Number of district secretariat employees	407
Number of divisional secretariat employees	4,500
Number of Nila Sewana offices being constructed	11



Opening ceremony of new Divisional Secretariat building Mulatiyana (Rs. 50Mn)



Laying foundation stone for new Divisional Secretariat building Thihagoda (Rs.100Mn)



Laying foundation stone for new Divisional Secretariat building Malimbada (Rs. 40Mn)

Hambanthota District

Description	Quantity
District	Hambanthota
Province	Southern
Total Land Area in square kilometers	2625.5
Total population	628,000
Female Population	319,460
Male Population	308,540
Number of voters	479,498
Number of polling centers	413
Number of Electorates	4
Number of divisional secretariat divisions	12
Number of Grama Niladhari divisions	576
Number of villages	1012
Number of municipal councils	1
Number of urban councils	1
Number of Pradeshiya Sabhas	10
Number of Members of parliament	7
Number of Provincial Councils Members	11
Number of families	191,457
Number of housing units	176,688
Number of Land Registrar offices	2
Marriage, Birth and Death Registrars	29
Marriage (Additional) Registrars	3
Birth and Death Medical Registrars	2
Birth and Death Registrars	0
Muslim Marriage Registrars	5
Government Schools	16
Provincial Schools	303
Government Hospitals	1
Provincial Hospitals	33
Number of district secretariat employees	90
Number of divisional secretariat employees	1087
Number of Nila Sewana offices being constructed	10



Opening ceremony of new Divisional Secretariat building Weerakatiya (Rs. 45.3 Mn)



Laying foundation stone for new Divisional Secretariat building Okewela (Rs.78 Mn)



Opening ceremony of new Divisional Secretariat building Katuwana (Rs. 77 Mn)

Jaffna District

Description	Quantity
District	Jaffna
Province	Northern
Total Land Area in square kilometers	1012
Total population	624,179
Female Population	323,874
Male Population	300,305
Number of voters	468,476
Number of polling centers	526
Number of Electorates	10
Number of divisional secretariat divisions	15
Number of Grama Niladhari divisions	435
Number of villages	1453
Number of municipal councils	1
Number of urban councils	3
Number of Pradeshiya Sabhas	13
Number of Members of parliament	7
Number of Provincial Councils Members	19
Number of families	194,667
Number of housing units	134,676
Number of Land Registrar offices	2
Marriage, Birth and Death Registrars	29
Marriage (Additional) Registrars	9
Birth and Death Medical Registrars	2
Birth and Death Registrars	2
Muslim Marriage Registrars	1
Government Schools	7
Provincial Schools	446
Government Hospitals	1
Provincial Hospitals	44
Number of district secretariat employees	163
Number of divisional secretariat employees	1666
Number of Nila Sewana offices being constructed	39



Opening ceremony of new District Secretariat building Jaffna (Rs. 85 Mn)



It was stated by His Excellency the President at the Nila Mehewara closing ceremony for Vavuniya district held on 21 October 2017 that the Nila Mehewara President's People Service programme for the year 2018 would be held in Jaffna district.

Mannar District

Description	Quantity
District	Mannar
Province	Northern
Total Land Area in square kilometers	2,002.07
Total population	163,053
Female Population	82,189
Male Population	80,864
Number of voters	86,094
Number of polling centers	75
Number of Electorates	1
Number of divisional secretariat divisions	5
Number of Grama Niladhari divisions	153
Number of villages	616
Number of municipal councils	0
Number of urban councils	1
Number of Pradeshiya Sabhas	4
Number of Members of parliament	6
Number of Provincial Councils Members	6
Number of families	46,726
Number of housing units	27,815
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	10
Marriage (Additional) Registrars	0
Birth and Death Medical Registrars	1
Birth and Death Registrars	1
Muslim Marriage Registrars	8
Government Schools	5
Provincial Schools	139
Government Hospitals	0
Provincial Hospitals	19
Number of district secretariat employees	88
Number of divisional secretariat employees	366
Number of Nila Sewana offices being constructed	9



Opening ceremony of new District Secretariat building Mannar (Rs. 42.35 Mn)



"Nila Mehewara" - Mannar

Vavuniya District

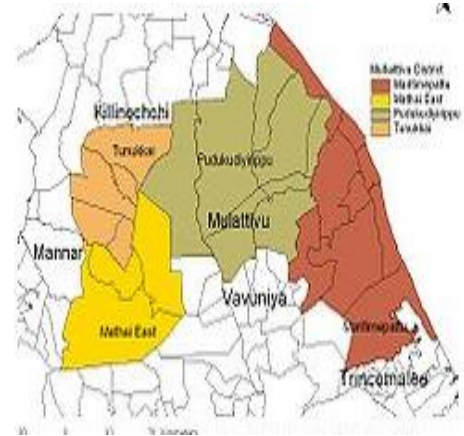
Description	Quantity
District	Vavuniya
Province	Northern
Total Land Area in square kilometers	2004.49
Total population	178,752
Female Population	92,438
Male Population	86,314
Number of voters	112,573
Number of polling centers	134
Number of Electorates	1
Number of divisional secretariat divisions	4
Number of Grama Niladhari divisions	102
Number of villages	505
Number of municipal councils	0
Number of urban councils	1
Number of Pradeshiya Sabhas	4
Number of Members of parliament	6
Number of Provincial Councils Members	7
Number of families	51,666
Number of housing units	43,851
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	11
Marriage (Additional) Registrars	1
Birth and Death Medical Registrars	1
Birth and Death Registrars	11
Muslim Marriage Registrars	3
Government Schools	5
Provincial Schools	199
Government Hospitals	0
Provincial Hospitals	14
Number of district secretariat employees	129
Number of divisional secretariat employees	439
Number of Nila Sewana offices being constructed	4



Closing Ceremany of "Nila Mehewara "

Mullaitivu District

Description	Quantity
District	Mullaitivu
Province	Northern
Total Land Area in square kilometers	2,516.90
Total population	135,295
Female Population	69,168
Male Population	66,127
Number of voters	72961
Number of polling centers	134
Number of Electorates	1
Number of divisional secretariat divisions	6
Number of Grama Niladhari divisions	136
Number of villages	632
Number of municipal councils	0
Number of urban councils	0
Number of Pradeshiya Sabhas	4
Number of Members of parliament	6
Number of Provincial Councils Members	5
Number of families	43,155
Number of housing units	24,245
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	12
Marriage (Additional) Registrars	4
Birth and Death Medical Registrars	0
Birth and Death Registrars	0
Muslim Marriage Registrars	1
Government Schools	3
Provincial Schools	125
Government Hospitals	0
Provincial Hospitals	15
Number of district secretariat employees	198
Number of divisional secretariat employees	676
Number of Nila Sewana offices being constructed	8



Opening ceremony of new District Secretariat Auditorium Mullaitivu (Rs. 21 Mn)



"Nila Mehewara" - Mullaitivu

Killinochchi District

Description	Quantity
District	Killinochchi
Province	Northern
Total Land Area in square kilometers	1348.19
Total population	143,302
Female Population	69,574
Male Population	73,728
Number of voters	86,731
Number of polling centers	100
Number of Electorates	1
Number of divisional secretariat divisions	4
Number of Grama Niladhari divisions	95
Number of villages	354
Number of municipal councils	0
Number of urban councils	0
Number of Pradeshiya Sabhas	3
Number of Members of parliament	0
Number of Provincial Councils Members	4
Number of families	44,724
Number of housing units	25,609
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	8
Marriage (Additional) Registrars	0
Birth and Death Medical Registrars	0
Birth and Death Registrars	8
Muslim Marriage Registrars	0
Government Schools	2
Provincial Schools	102
Government Hospitals	0
Provincial Hospitals	12
Number of district secretariat employees	221
Number of district secretariat employees	678
Number of Nila Sewana offices being constructed	0



"Nila Mehewara" - Killinochchi

Batticaloa District

Description	Quantity
District	Batticaloa
Province	Eastern
Total Land Area in square kilometers	2624.19
Total population	603,192
Female Population	306,679
Male Population	296,513
Number of voters	389,582
Number of polling centers	362
Number of Electorates	3
Number of divisional secretariat divisions	14
Number of Grama Niladhari divisions	345
Number of villages	1,036
Number of municipal councils	1
Number of urban councils	2
Number of Pradeshiya Sabhas	9
Number of Members of parliament	6
Number of Provincial Councils Members	11
Number of families	177,127
Number of housing units	159,641
Number of Land Registrar offices	-
Marriage, Birth and Death Registrars	19
Marriage (Additional) Registrars	2
Birth and Death Medical Registrars	1
Birth and Death Registrars	3
Muslim Marriage Registrars	18
Government Schools	10
Provincial Schools	349
Government Hospitals	1
Provincial Hospitals	36
Number of district secretariat employees	91
Number of divisional secretariat employees	868
Number of Nila Sewana offices being constructed	1



Laying foundation stone for new District Secretariat administration building Batticaloa (Rs. 805 Mn)



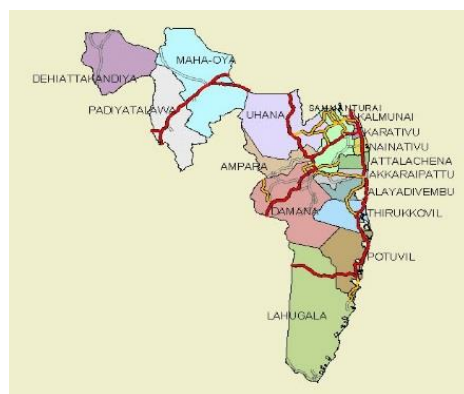
Laying foundation stone for new Divisional Secretariat building Manmunepathu Arayampathi (Rs. 27.8 Mn)



Laying foundation stone for new Divisional Secretariat building Vaunathiv - Manmunei West (Rs. 20 Mn)

Ampara District

Description	Quantity
District	Ampara
Province	Eastern
Total Land Area in square kilometers	4415
Total population	691,000
Female Population	334,000
Male Population	357,000
Number of voters	493,684
Number of polling centers	512
Number of Electorates	4
Number of divisional secretariat divisions	20
Number of Grama Niladhari divisions	503
Number of villages	828
Number of municipal councils	2
Number of urban councils	1
Number of Pradeshiya Sabhas	17
Number of Members of parliament	8
Number of Provincial Councils Members	20
Number of families	177,180
Number of housing units	176,641
Number of Land Registrar offices	2
Marriage, Birth and Death Registrars	26
Marriage (Additional) Registrars	1
Birth and Death Medical Registrars	2
Birth and Death Registrars	14
Muslim Marriage Registrars	34
Government Schools	10
Provincial Schools	427
Government Hospitals	1
Provincial Hospitals	24
Number of district secretariat employees	380
Number of divisional secretariat employees	3177
Number of Nila Sewana offices being constructed	21



Opening ceremony of new Divisonal Secretariat building Lahugala (Rs. 48.7 Mn)



Distributing official bags for Grama Niladhari officers in Ampara district

Trincomalee District

Description	Quantity
District	Trincomalee
Province	Eastern
Total Land Area in square kilometers	2727
Total population	440,780
Female Population	222,833
Male Population	217,885
Number of voters	264,371
Number of polling centers	294
Number of Electorates	3
Number of divisional secretariat divisions	11
Number of Grama Niladhari divisions	230
Number of villages	657
Number of municipal councils	0
Number of urban councils	2
Number of Pradeshiya Sabhas	11
Number of Members of parliament	4
Number of Provincial Councils Members	10
Number of families	122,344
Number of housing units	112,636
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	13
Marriage (Additional) Registrars	1
Birth and Death Medical Registrars	1
Birth and Death Registrars	7
Muslim Marriage Registrars	11
Government Schools	9
Provincial Schools	303
Government Hospitals	2
Provincial Hospitals	31
Number of district secretariat employees	63
Number of divisional secretariat employees	576
Number of Nila Sewana offices being constructed	25



Opening ceremony of new Divisional Secretariat building Gomarankadawala (Rs. 35 Mn)



Opening ceremony of new circuit bungalow Trincomalee

Kurunegala District

Description	Quantity
District	Kurunegala
Province	North Western
Total Land Area in square kilometers	4901
Total population	1,676,000
Female Population	871,170
Male Population	804,830
Number of voters	1,304,995
Number of polling centers	925
Number of Electorates	14
Number of divisional secretariat divisions	30
Number of Grama Niladhari divisions	1,610
Number of villages	4,432
Number of municipal councils	1
Number of urban councils	1
Number of Pradeshiya Sabhas	19
Number of Members of parliament	15
Number of Provincial Councils Members	38
Number of families	443,349
Number of housing units	440,517
Number of Land Registrar offices	3
Marriage, Birth and Death Registrars	67
Marriage (Additional) Registrars	8
Birth and Death Medical Registrars	3
Birth and Death Registrars	1
Muslim Marriage Registrars	27
Government Schools	28
Provincial Schools	862
Government Hospitals	4
Provincial Hospitals	42
Number of district secretariat employees	418
Number of divisional secretariat employees	13,395
Number of Nila Sewana offices being constructed	3



Opening ceremony of new Divisional Secretariat building Polpithigama (Rs. 25 Mn)



Laying foundation stone for new Divisional Secretariat building Mawathagama (Rs. 75 Mn)



"Nila Mehewara" - Kurunegala

Puttalam District

Description	Quantity
District	Puttalam
Province	North Western
Total Land Area in square kilometers	3072
Total population	813,827
Female Population	393,862
Male Population	419,965
Number of voters	587,683
Number of polling centers	453
Number of Electorates	5
Number of divisional secretariat divisions	16
Number of Grama Niladhari divisions	548
Number of villages	1,273
Number of municipal councils	0
Number of urban councils	2
Number of Pradeshiya Sabhas	10
Number of Members of parliament	9
Number of Provincial Councils Members	16
Number of families	216,477
Number of housing units	214,948
Number of Land Registrar offices	3
Marriage, Birth and Death Registrars	33
Marriage (Additional) Registrars	6
Birth and Death Medical Registrars	1
Birth and Death Registrars	2
Muslim Marriage Registrars	14
Government Schools	7
Provincial Schools	362
Government Hospitals	1
Provincial Hospitals	15
Number of district secretariat employees	94
Number of divisional secretariat employees	1064
Number of Nila Sewana offices being constructed	0



New Building opening ceremony of puttalam divisional secretariat

Anuradhapura District

Description	Quantity
District	Anuradhapura
Province	North Central
Total Land Area in square kilometers	7,179
Total population	917,748
Female Population	469,738
Male Population	448,010
Number of voters	672,161
Number of polling centers	634
Number of Electorates	7
Number of divisional secretariat divisions	22
Number of Grama Niladhari divisions	694
Number of villages	2,584
Number of municipal councils	1
Number of urban councils	0
Number of Pradeshiya Sabhas	18
Number of Members of parliament	9
Number of Provincial Councils Members	-
Number of families	244,035
Number of housing units	227,598
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	49
Marriage (Additional) Registrars	3
Birth and Death Medical Registrars	0
Birth and Death Registrars	0
Muslim Marriage Registrars	16
Government Schools	6
Provincial Schools	551
Government Hospitals	1
Provincial Hospitals	57
Number of district secretariat employees	105
Number of divisional secretariat employees	1959
Number of Nila Sewana offices being constructed	0



Opening ceremony of new Divisional Secretariat building Kahatagasdigiya (Rs. 26.81Mn)



Opening ceremony of new Divisional Secretariat building Nochchiyagama (Rs. 28.72 Mn)



Opening ceremony of Divisional Secretariat building Rajanganaya (Rs. 33.74 Mn)

Pollonnaruwa District

Description	Quantity
District	Polonnaruwa
Province	North Central
Total Land Area in square kilometers	3337.9
Total population	476,379
Female Population	243,151
Male Population	233,228
Number of voters	321,594
Number of polling centers	287
Number of Electorates	3
Number of divisional secretariat divisions	7
Number of Grama Niladhari divisions	295
Number of villages	655
Number of municipal councils	0
Number of urban councils	1
Number of Pradeshiya Sabhas	7
Number of Members of parliament	5
Number of Provincial Councils Members	0
Number of families	131,520
Number of housing units	124,422
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	10
Marriage (Additional) Registrars	0
Birth and Death Medical Registrars	0
Birth and Death Registrars	1
Muslim Marriage Registrars	2
Government Schools	4
Provincial Schools	247
Government Hospitals	1
Provincial Hospitals	18
Number of district secretariat employees	97
Number of divisional secretariat employees	724
Number of Nila Sewana offices being constructed	25



Opening ceremony of Divisional Secretariat Tamankaduwa (Rs. 28.5 Mn)



Opening ceremony of Divisional Secretariat Elahara (Rs. 107 Mn)

Badulla District

Description	Quantity
District	Badulla
Province	Uva
Total Land Area in square kilometers	2,861
Total population	854,000
Female Population	443,500
Male Population	410,500
Number of voters	649,432
Number of polling centers	522
Number of Electorates	522
Number of divisional secretariat divisions	15
Number of Grama Niladhari divisions	567
Number of villages	1991
Number of municipal councils	2
Number of urban councils	1
Number of Pradeshiya Sabhas	15
Number of Members of parliament	8
Number of Provincial Councils Members	19
Number of housing units	211,178
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	34
Marriage (Additional) Registrars	6
Birth and Death Medical Registrars	3
Birth and Death Registrars	4
Muslim Marriage Registrars	8
Government Schools	27
Provincial Schools	574
Government Hospitals	2
Provincial Hospitals	53
Number of district secretariat employees	292
Number of divisional secretariat employees	2825
Number of Nila Sewana offices being constructed	0



Nine Arches Bridge



Bogoda Bridge



Laying foundation stone for new Divisional Secretariat building Haliela (Rs.115 Mn)

Monaragala District

Description	Quantity
District	Monaragala
Province	Uva
Total Land Area in square kilometers	5659.3
Total population	484,679
Female Population	243,802
Male Population	240,877
Number of voters	360,368
Number of polling centers	352
Number of Electorates	3
Number of divisional secretariat divisions	11
Number of Grama Niladhari divisions	319
Number of villages	1,330
Number of municipal councils	0
Number of urban councils	0
Number of Pradeshiya Sabhas	10
Number of Members of parliament	5
Number of Provincial Councils Members	14
Number of families	149,215
Number of housing units	135,818
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	28
Marriage (Additional) Registrars	2
Birth and Death Medical Registrars	0
Birth and Death Registrars	0
Muslim Marriage Registrars	1
Government Schools	9
Provincial Schools	285
Government Hospitals	1
Provincial Hospitals	17
Number of district secretariat employees	290
Number of divisional secretariat employees	2257
Number of Nila Sewana offices being constructed	7



Opening ceremony of new Divisional Secretariat building Siyabalanduwa (Rs. 35.22Mn)



Opening ceremony of new Divisional Secretariat building Wellawaya (Rs. 34Mn)

Rathnapura District

Description	Quantity
District	Rathnapura
Province	Sabaragamuwa
Total Land Area in square kilometers	3275.4
Total population	1,140,000
Female Population	577,966
Male Population	562,034
Number of voters	852,473
Number of polling centers	626
Number of Electorates	8
Number of divisional secretariat divisions	17
Number of Grama Niladhari divisions	575
Number of villages	1941
Number of municipal councils	1
Number of urban councils	2
Number of Pradeshiya Sabhas	14
Number of Members of parliament	11
Number of Provincial Councils Members	27
Number of families	285,893
Number of housing units	284,282
Number of Land Registrar offices	2
Marriage, Birth and Death Registrars	57
Marriage (Additional) Registrars	4
Birth and Death Medical Registrars	2
Birth and Death Registrars	0
Muslim Marriage Registrars	3
Government Schools	14
Provincial Schools	587
Government Hospitals	1
Provincial Hospitals	38
Number of district secretariat employees	354
Number of divisional secretariat employees	3932
Number of Nila Sewana offices being constructed	11



Construction of Batugedara Demuwawatha bridge

Kegalle District

Description	Quantity
District	Kegalle
Province	Sabaragamuwa
Total Land Area in square kilometers	1693
Total population	869,000
Female Population	454,662
Male Population	414,338
Number of voters	669,570
Number of polling centers	573
Number of Electorates	9
Number of divisional secretariat divisions	11
Number of Grama Niladhari divisions	573
Number of villages	1677
Number of municipal councils	0
Number of urban councils	1
Number of Pradeshiya Sabhas	11
Number of Members of parliament	9
Number of Provincial Councils Members	19
Number of families	220,749
Number of housing units	219,404
Number of Land Registrar offices	1
Marriage, Birth and Death Registrars	26
Marriage (Additional) Registrars	5
Birth and Death Medical Registrars	1
Birth and Death Registrars	2
Muslim Marriage Registrars	16
Government Schools	14
Provincial Schools	516
Government Hospitals	1
Provincial Hospitals	11
Number of district secretariat employees	314
Number of divisional secretariat employees	2369
Number of Nila Sewana offices being constructed	24



Opening ceremony of Divisional Secretariat Ruwanwella (Rs. 25Mn)



Meeting of government officers in Kegalle

Registrar General's Department



The institution which was established in 1864, during its 153 years of satisfied history, with the intention of protecting and registering the civil rights of the General Public, provides a range of services to the General Public through registration of properties and the movables and the related documents in Sri Lanka, registration of births, deaths and the marriages which are the foremost domestic occurrences in the life of people, preservation of such documents and the issuance of the certified copies of such documents. The guidance and the instructions given by the Hon. Minister of Home Affairs and the Ministry are highly instrumental in achieving these functions.

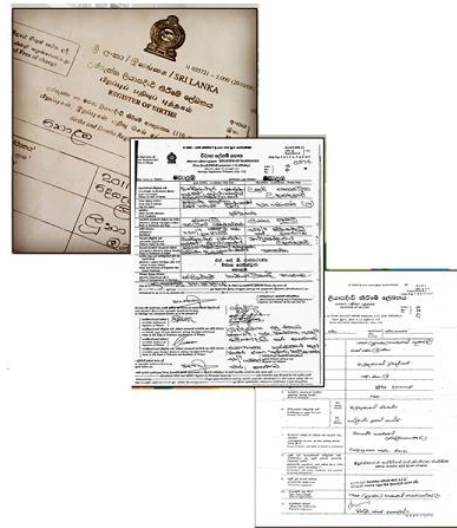
Although the registration of marriages and births, which are recognized as the civil rights of the general public, were being carried out by this Department since 1867, in 1992, with the intention of providing a more expeditious and convenient service to the General Public civil registration activities were decentralized handed over to divisional secretariat divisions. According, through the 332 divisional secretariats across the country with the use of latest technological application, these civil registration activities have been expedited and a special programme has been introduced with the aid of a scanning process to issue certified births and death certificates within few minutes.

Document registration and title registration activities are carried out by 45 Land District Registrar Offices situated across the island and under the Registration of Title Act No. 21 of 1998, title registration activities too have been assigned to this Department.

Seven (07) zonal offices have been established under the Department for the purpose of supervising the civil registration activities and fulfilling the statutory functions and thereby the Department provides a more convenient and people friendly service to the General Public.

Similarly, in most Land Registrar Offices, title registration activities are carried out within one day and the process have been further simplified by giving the opportunity for the people check the status whether the relevant title registration has been completed by entering the relevant details on homepage of the departmental website.

At the same time, under the Government policy of creating an Electronic Public Service to the people, the Department has also been able to provide a greater service to the General Public through its e-BMD, e-Population project and e-LR projects. Similarly, in order to provide necessary instruction for the General Public, facilities have been made available on the departmental website as well.



Registrar General's Department

S/ N	District	Marriage, Birth and Death Registrars	Marriage Registrars	Birth and Death Medical Registrars	Birth and Death Registrars	Muslim Marriage Registrars
1	Colombo	22	69	13	10	18
2	Gampaha	47	62	2	5	18
3	Kaluthara	44	21	5	0	24
4	Kandy	62	65	5	0	37
5	Mathale	22	2	0	1	8
6	Nuwaraeliya	34	4	2	3	7
7	Galle	75	21	7	1	14
8	Mathara	42	2	2	0	11
9	Hambanthota	31	4	2	0	6
10	Jaffna	35	7	2	0	1
11	Mannar	9	0	1	1	4
12	Vavuniya	6	0	0	0	2
13	Mullaitivu	11	0	0	0	2
14	Killinochchi	9	0	0	0	0
15	Batticaloa	27	2	1	3	19
16	Ampara	19	8	1	17	19
17	Trincomalee	20	4	1	8	13
18	Kurunegala	68	11	3	0	33
19	Puttalam	36	7	0	5	17
20	Anuradhapura	51	5	0	0	25
21	Pollonnaruwa	12	1	0	0	1
22	Badulla	45	16	7	7	12
23	Monaragala	30	2	0	1	3
24	Rathnapura	48	12	2	0	5
25	Kegalle	27	3	2	1	16
	Total	832	329	56	46	315



Awarding New Appointment to Additional District Registrar



Registrar General's Department

Progress of Information Technology Applications

Computerization of Birth, Death and Marriage Certificates- (e-BMD)

Under this project, Birth, Death and Marriage certificates are scanned and certified copies are issued with the use of computers. Currently, steps have been taken to issue certificates using the latest technology through the following divisional secretariats.

	Certificate Issuing Office	Divisional Secretariat to which the certificate belongs
1	All divisional Secretariats of Polonnaruwa district	Certificates belonging to all divisional secretariats of the island
2	All divisional Secretariats of Galle district	Certificates belonging to all divisional secretariats of the island
3	All divisional Secretariats of Colombo district	Certificates belonging to all divisional secretariats of the island
4	All divisional Secretariats of Anuradhapura district	Certificates belonging to all divisional secretariats of the island
5	All divisional Secretariats of Badulla district	Certificates belonging to all divisional secretariats of the island
6	All divisional Secretariats of Kegalle district	Certificates belonging to all divisional secretariats of the island
7	All divisional Secretariats of Monaragala district	Certificates belonging to all divisional secretariats of the island
8	All divisional Secretariats of Jaffna district	Certificates belonging to all divisional secretariats of the island

	Certificate Issuing Office	Divisional Secretariat to which the certificate belongs
9	All divisional Secretariats of Puttalam district	Certificates belonging to all divisional secretariats of the island
10	All divisional Secretariats of Rathnapura district	Certificates belonging to all divisional secretariats of the island
11	All divisional Secretariats of Mathale district	Certificates belonging to all divisional secretariats of the island
12	All divisional Secretariats of Ampara district	Certificates belonging to all divisional secretariats of the island
13	All divisional Secretariats of Hambanthota district	Certificates belonging to all divisional secretariats of the island
14	All divisional Secretariats of Nuwaraeliya district	Certificates belonging to all divisional secretariats of the island
15	All divisional Secretariats of Kilinochchi district	Certificates belonging to all divisional secretariats of the island
16	All divisional Secretariats of Mullaitivu district	Certificates belonging to all divisional secretariats of the island

Registrar General's Department

Computerization of Birth, Death and Marriage Certificates- (e-BMD)

	Certificate Issuing Office	Divisional Secretariat to which the certificate belongs
17	All divisional Secretariats of Kaluthara district	Certificates belonging to all divisional secretariats of the island
18	All divisional Secretariats of Gampaha district	Certificates belonging to all divisional secretariats of the island
19	All divisional Secretariats of Kandy district	Certificates belonging to all divisional secretariats of the island
20	All divisional Secretariats of Vavuniya district	Certificates belonging to all divisional secretariats of the island
21	All divisional Secretariats of Mannar district	Certificates belonging to all divisional secretariats of the island
22	All divisional Secretariats of Trincomalee district	Certificates belonging to all divisional secretariats of the island
23	All divisional Secretariats of Batticaloa district	Certificates belonging to all divisional secretariats of the island
24	All divisional Secretariats of Kurunegala district	Certificates belonging to all divisional secretariats of the island
25	Akuressa, Kamburupitiya, Mathara, Weligama, Dickwella and Dondra divisional Secretariats of Mathara district	Certificates belonging to all divisional secretariats of the island

e-Land Registrar Programme

With respect to expediting the title registration programme under the provisions of the Ministry of Land Development, in order to facilitate the online checking of the land documents under e-land register programme 4,950,150 land documents (titles) in Colombo, Delkanda, Gampaha, Aththanagalle, Jaffna and Mannar land registration offices have been scanned and the data has been entered and Rs. 29,255,386.50 has been utilized on this project.

Further, during this year, Rs. 51.98 million has been utilized on the scanning of 4,324,250 land deed folios of Kalutara, Mathugama, Elpitiya, Balapitiya, Galle, Matara, Kotapola, Thangalla and Hambantota land offices.

Similarly, in order to update and maintain the registered information following the scanning of those land documents, a database was created at a cost of Rs. 5.01 million. In addition to that, steps were taken to provide necessary equipment such as computers, photocopiers, scanners and printers etc. to develop infrastructure facilities of the Land Registrar Offices and Rs. 30 million was spent for that purpose.



Implement Green Productivity Concept

Green productivity is a strategy to uplift productivity and environmental performance for overall socio-economic advancement. With the effective use of productivity and environmental management tools, strategies, and technology, it is expected to minimize the impact on the environment caused by the activities and services of an organizational structure. And the application of 3R concept (Reduce) (Reuse) and (Recycle) and energy conservation, waste water management, green waste management and green purchasing techniques will result in the increased environmental conservation productivity and thereby overall social development.

- Target to implement the above concept through all the district Secretariats,
- Divisional Secretariats & Grama Niladhari Divisions.
- Launch the programmes to give information and knowledge for all officers who work in above mention offices.
- To issue a manual which is contained the instructions of implementing green productivity concept.
- Development of human resources using the training programmes.



Introduce the front office system to all offices.

- Concept of front office system will be introduced to all district Secretariats , Divisional Secretariats s and Grama Niladari offices.
- Implement and establish the front office system in each mention offices.
- Introduce the training programmes and awareness programme for improving the human resources in each offices.



Human Resource Management

Human Resource management involves the managerial activities related to attracting employees to the organization, recruitment, employment, training and development.

This managerial task comprises the activities such as human resource planning, attraction of service providers, selection, orientation, training and development and performance appraisal, promotions and transfers which have been created under the main managerial function namely "Organizing" which determines the posts related to the organizational structure and the work force requirements. These organizational functions are expected to help achieve the objectives and targets of an organization and the overall development goals.



- Train and develop the level of junior managers
- Establish the HR cells in each Districts and divisional secretariats including department of Register Generals
- Empower the three day rule.
- Introduce the check list to improve the quality of services.
- Emergency investigation units are established for searching the complaints and inspect the offices.



Award the foreign Training & Scholarships

The purpose of this is to change the attitudes of employees and motivation of employees

- Introduce the training programmes for all the staff officers and other officers including the field officers.
- Prepare and implement the performance appraisal system.
- Introduce the competitive and performance based system to minimize the difference of personal emoluments between the government and private sector.



Information Technology

- Implement and motivate the charter of E- citizen to each office under the ministry.
- Introduce the fleet management system to each office under the ministry.
- Introduce the system for minimizing the level of paper in each office under the ministry.
- Do the feasibility study for handling online examinations through the district and divisional levels.
- Introduce and maintain a database management system for development projects which are implemented under the ministry.

Reviewing the progress of capital programme through online software

Developing the online software to review, evaluate and control the capital project which allocation were released by Ministry of Home Affairs and other Ministries.

- Providing the required computers and equipment
- Training the officers.
- Awareness programme

Productivity

- Introducing the concept of Green Audit to all District Secretariat offices, Divisional Secretariat Offices and Register General office.
- Improving productivity concept.
- Encouraging employees for innovation and knowledge management
- Make awareness about the concept of Productivity among employees.
- Introducing awareness methodologies
- Creating the training hand book
- P:ractical training



Welfare Facilities

- Improvement of methods to provide housing facilities for public servants on concessionary terms
- Provision of government owned circuit bungalows and holiday resorts for public officers on concessionary terms



Mullaitivu Circuit Bungalow

Settlement of Continuous Projects and Outstanding Bills

Progress of allocation for the settlement of continuous projects and outstanding bills for development programmes as at 31.12.2017

121-1-2-9-2509 Continuous Projects

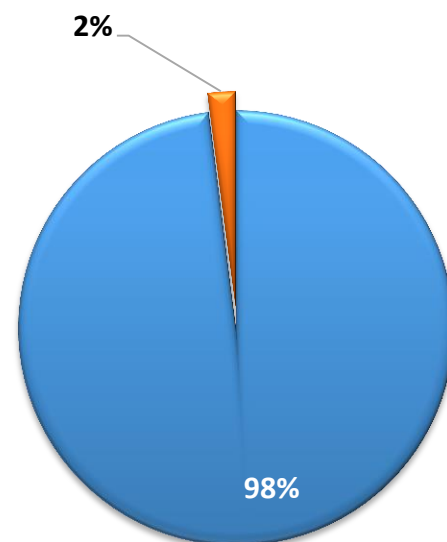
District	Allocation (Rs.)	Total Expenditure (Rs.)	Balance	Progress
Colombo	66,978,000.00	47,224,966.99	19,753,033.01	71%
Gampaha	276,967,000.00	276,966,446.53	553.47	100%
Kaluthara	32,301,000.00	22,002,633.99	10,298,366.01	68%
Mathale	95,359,000.00	94,989,105.75	369,894.25	100%
Galle	67,221,000.00	49,363,012.92	17,857,987.08	73%
Mathara	155,320,000.00	39,963,089.61	115,356,910.39	26%
Hambanthota	161,590,000.00	68,802,141.16	92,787,858.84	43%
Ampara	5,550,000.00	-	5,550,000.00	0%
Kurunegala	505,828,000.00	263,040,493.18	242,787,506.82	52%
Puttalam	244,011,000.00	17,834,156.39	226,176,843.61	7%
Anuradhapura	582,280,000.00	347,832,347.86	234,447,652.14	60%
Pollonnaruwa	14,743,000.00	-	14,743,000.00	0%
Monaragala	100,438,000.00	83,325,803.02	17,112,196.98	83%
Rathnapura	219,438,000.00	162,043,618.57	57,394,381.43	74%
Kegalle	366,180,000.00	263,124,004.22	103,055,995.78	72%
Total	2,894,204,000.00	1,736,511,820.19	1,157,692,179.81	60%

Allocation - Progress as at 2017.12.31

121-1-1 (Minister's Office) – Recurrent and Capital Expenditure

Description	Total Allocation	Expenditure as at 2017.12.31 (Rs.)	Progress as at 2017.12.31 (Rs.)
Recurrent Expenditure	63,796,000	62,790,301	98%
Personal Emoluments	28,810,000	28,238,911	98%
Salaries & wages	14,350,000	14,105,854	98%
Overtime & Holiday payments	3,500,000	3,337,843	95%
Other Allowances	10,960,000	10,795,214	98%
Travelling Expenses	1,043,000	996,703	96%
Domestic	1,043,000	996,703	96%
Supplies	12,696,000	12,627,619	99%
Stationary & Office Requisites	4,230,000	4,168,591	99%
Fuel	8,450,000	8,443,028	100%
Diets & Uniforms	16,000	16,000	100%
Maintenance Expenditure	8,504,000	8,494,182	100%
Vehicles	7,750,000	7,747,331	100%
Plant and Machinery	254,000	248,499	98%
Buildings and Structure Maintenance	500,000	498,352	100%
Services	12,743,000	12,432,886	98%
Transport	900,000	899,800	100%
Postal & Communication	3,513,000	3,383,769	96%
Electricity & water	4,130,000	3,949,570	96%
Other	4,200,000	4,199,747	100%

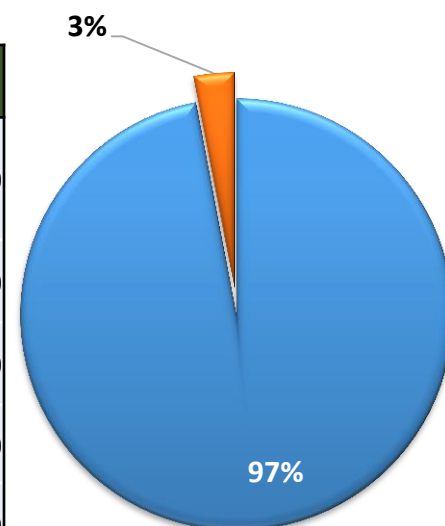
121-1-1 (Minister's Office) Recurrent Expenditure



■ Expenditure 31st of Dec 2017

■ Remainder

121-1-1 (Minister's Office) Capital Expenditure



■ Expenditure 31st of Dec 2017

■ Remainder

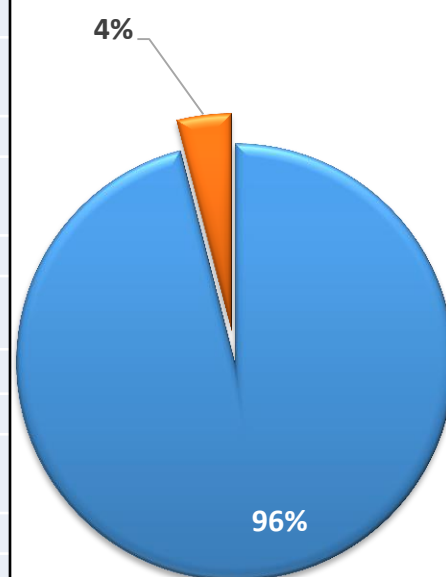
Capital Expenditure	9,920,000	9,659,445	97%	9,920,000
Rehabilitation & Improvement of Capital Assets	3,000,000	2,868,861	96%	3,000,000
Buildings and Structures	500,000	500,000	100%	500,000
Plant, Machinery and Equipment	200,000	76,500	38%	200,000
Vehicles	2,300,000	2,292,361	100%	2,300,000
Acquisition of Capital Assets	6,920,000	6,790,584	98%	6,920,000
Furniture and Office Equipment	1,585,000	1,564,552	99%	1,585,000
Plant, Machinery and Equipment	5,335,000	5,226,032	98%	5,335,000

Allocation - Progress as at 2017.12.31

121-1-2 Ministry Recurrent Expenditure

Description	Total Allocation	Expenditure as at 2017.12.31 (Rs.)	Progress as at 2017.12.31 (Rs.)
Recurrent Expenditure	397,082,300	380,948,000	96%
Personal Emoluments	128,790,000	127,960,066	99%
Salaries & wages	74,060,000	73,770,788	100%
Overtime & Holiday payments	3,290,000	3,077,919	94%
Other Allowances	51,440,000	51,111,359	99%
Travelling Expenses	1,505,000	1,466,417	97%
Domestic	1,505,000	1,466,417	97%
Supplies	23,280,725	22,142,949	95%
Stationary & Office Requisites	15,000,000	14,332,137	96%
Fuel	6,144,725	5,789,754	94%
Diets & Uniforms	136,000	136,000	100%
Other (supplies)	2,000,000	1,885,058	94%
Maintenance Expenditure	6,900,000	6,746,065	98%
Vehicles (maintenance)	6,400,000	6,261,412	98%
Plant, Machinery and Equipment (maintenance)	500,000	484,653	97%
Services	235,603,275	221,631,537	94%
Transport	3,214,000	3,213,222	100%
Postal & Communication	6,514,000	6,475,516	99%
Electricity & water	9,600,000	8,851,213	92%
Rents and local taxes	22,169,700	22,169,700	100%
Lease rental for vehicle	1,495,575	1,466,250	98%
Other (services)	192,610,000	179,455,636	93%
Transfers	1,003,000	1,000,966	100%
Property Loan interest to Public Servants	1,003,300	1,000,966	100%

121-1-2 (Ministry) Recurrent Expenditure



■ Expenditure 31st of Dec 2017
 ■ Remainder



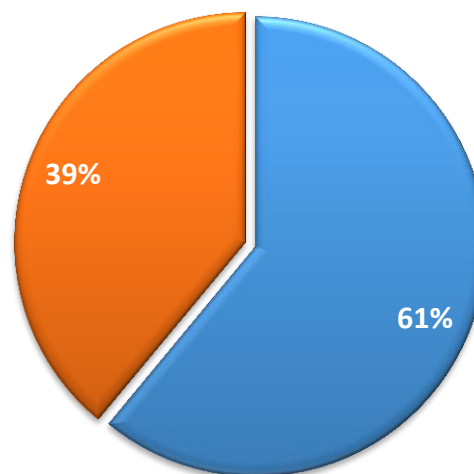
Opening ceremony of Divisional Secretariat Beruwala

Allocation - Progress as at 2017.12.31

121-1-2 (Ministry) Capital Expenditure

Description	Total Allocation	Expenditure as at 2017.12.31 (Rs.)	Progress as at 2017.12.31 (Rs.)
Capital Expenditure	4,154,393,000	2,543,676,555	61%
Rehabilitation & Improvement of Capital Assets	140,500,000	94,748,012	67%
Buildings and Structures	132,000,000	89,502,996	68%
Plant, Machinery and Equipment	1,500,000	839,834	56%
Vehicles	7,000,000	4,405,182	63%
Acquisition of Capital Assets	167,316,000	96,153,748	57%
Acquisition of Vehicles	750,000	745,630	99%
Furniture and Office Equipment	133,361,000	63,048,238	47%
Plant, Machinery and Equipment	33,205,000	32,359,880	97%
Staff training	34,400,000	34,245,895	100%
Buildings and Structures	500,000,000	352,945,858	71%
Development Projects	3,312,177,000	1,965,583,042	59%
Road carpeting project - Gampaha	90,000,000	37,481,586	42%
Special development projects Rathnapura, Mathale, Gampaha	327,973,000	191,589,636	58%
continuous projects	2,894,204,000	1,736,511,820	60%

121-1-2 (Ministry) Capital Expenditure



- Expenditure 31st of Dec 2017
- Remainder



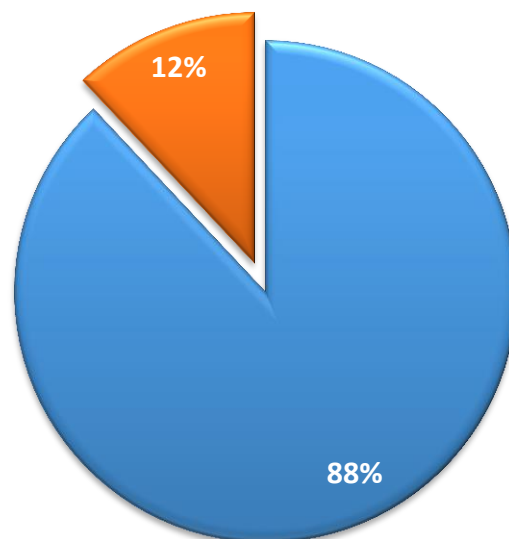
Opening ceremony of Divisional Secretariat Mulatiyana

Allocation - Progress as at 2017.12.31

121-1-3 (Rural & Regional Administration) - Recurrent Expenditure

Description	Total Allocation	Expenditure as at 2017.12.31 (Rs.)	Progress as at 2017.12.31 (Rs.)
Recurrent Expenditure	8,455,615,700	7,480,797,655	88%
Personal Emoluments	8,274,985,000	7,332,584,955	89%
Salaries & wages	4,501,154,200	4,420,020,297	98%
Overtime & Holiday payments	16,312,650	15,194,307	93%
Other Allowances	3,757,518,150	2,897,370,351	77%
Travelling Expenses	50,291,850	36,456,879	72%
Domestic	49,091,850	35,284,513	72%
Foreign	1,200,000	1,172,366	98%
Supplies	25,777,080	22,196,420	86%
Stationary & Office Requisites	12,886,600	11,938,956	93%
Fuel	11,166,700	9,168,664	82%
Diets & Uniforms	500,000	333,196	67%
Other	1,223,780	755,604	62%
Maintenance Expenditure	18,990,830	15,627,975	82%
Vehicles	12,990,830	12,332,546	95%
Plant and machinery	5,000,000	2,790,588	56%
Buildings and Structures	1,000,000	504,841	50%
Services	60,574,240	53,185,093	88%
Transport	500,000	29,850	6%
Postal & Communication	29,827,500	25,716,560	86%
Electricity & water	6,496,190	5,434,523	84%
Rents and Local Taxes	20,000,000	19,151,149	96%
Other (services)	3,750,550	2,853,011	76%
Transfers	24,996,700	20,746,333	83%
Property Loan interest to Public Servants	8,455,615,700	7,480,797,655	88%

121-1-3 (Rural & Regional Administration) Recurrent Expenditure



- Expenditure 31st of Dec 2017
- Remainder



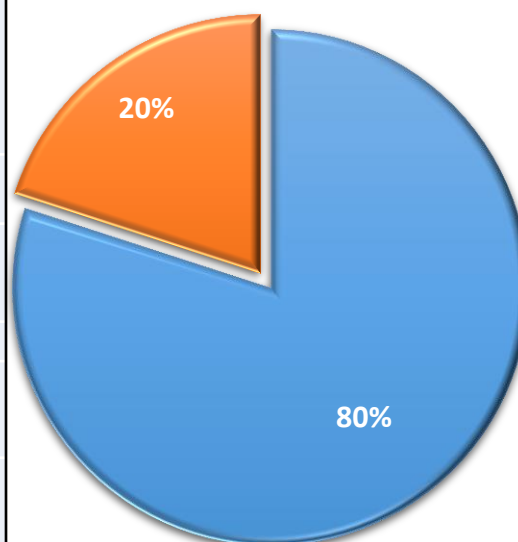
Opening ceremony of Divisional Secretariat Niyagama

Allocation - Progress as at 2017.12.31

121-1-3 (Rural & Regional Administration) – Capital Expenditure

Description	Total Allocation	Expenditure as at 2017.12.31 (Rs.)	Progress as at 2017.12.31 (Rs.)
Capital Expenditure	44,425,000	35,349,571	80%
Rehabilitation & Improvement of Capital Assets	8,500,000	3,154,067	37%
Buildings and Structures	1,000,000	725,000	73%
Plant, Machinery and Equipment	5,500,000	620,352	11%
Vehicles	2,000,000	1,808,715	90%
Acquisition of Capital Assets	33,925,000	30,226,906	89%
Furniture and Office Equipment	3,000,000	2,485,854	83%
Plant, Machinery and Equipment	30,925,000	27,741,052	90%
Staff training	2,000,000	1,968,598	98%

121-2-4 (Rural & Regional Administration) Capital Expenditure

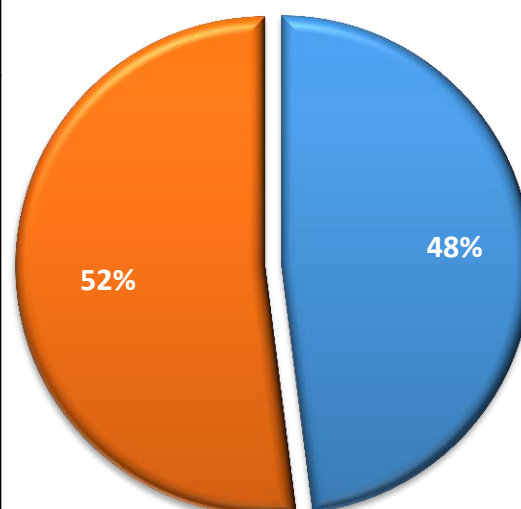


■ Expenditure 31st of Dec 2017
 ■ Remainder

121-2-4 (Development Programme) – Capital Expenditure

Description	Total Allocation	Expenditure as at 2017.12.31 (Rs.)	Progress as at 2017.12.31 (Rs.)
Capital Expenditure	13,816,920,000	6,694,174,888	48%
Infrastructure Development	5,000,000	4,491,177	90%
Let's Awaken Pollonnaruwa project	12,000,000,000	5,632,930,626	47%
Sewa Piyasa	1,500,000,000	825,442,770	55%
Disaster Project	311,920,000	231,310,315	74%

121-1-3 (Development Programme) Capital Expenditure



■ Expenditure 31st of Dec 2017
 ■ Remainder

Nila Mehewara President's People Service

Maithripala Sirisena, and under the instructions of Hon. Prime Minister, Ranil Wickremesinghe, 'Nila Mehewara' President's People Service National Programme which was intended to identify the long unsolved problems of the people at district and divisional level and to facilitate the resolving of such issues within the divisional secretariats under one roof by involving the relevant Ministries and Departments, was initiated under the leadership of Hon. Wajira Abeywardena, Minister of Home Affairs. According to the vision of Hon. Wajira Abeywardena, Minister of Home Affairs to reach out the people for solving their issues instead of allowing them to come to us for solutions, this is a programme intended to solve the issues such as lack on National Identity Cards, lack of driving licenses, inability to obtain Birth, Death and Marriage Certificates, unsolved land related issues, housing issues, disaster related issues, issues related to Agriculture, water related issues and Elders' Allowance etc. which those people have been unable to find solutions for.

First stage of this programme was implemented in Polonnaruwa district which is represented by His Excellency the President and during that program action had been taken to provide effective solutions to the issues forwarded by the people. The second stage of the programme was held in Galle district covering 19 divisional secretariat divisions and was successfully concluded by giving solutions to about 250,000 problems.

With the intention of providing solutions faced by the people in other districts within the year 2017, 'Nila Mehewara' President's People Service Programme is currently under way in 04 districts namely, Kurunegala, Mullaitivu, Mannar and Kilinochchi while the programme in Vavuniya district was successfully concluded on 21 October, 2017 by giving solutions to nearly 10,000 issues in 04 divisional secretariat divisions within the district.



Closing Ceremany of "Nila Mehewara"

Nila Mehewara President's People Service- Vavuniya District

Summary of the issues forwarded at Nila Mehewara

Number of Divisional Secretariats within the district	04
Number of Nila Mehewara programmes held	04
Number of problems forwarded	9075
Number of problems solved	4047
Percentage of solving issues	44.6%
Number of issues to be solved	5028

While providing solutions to nearly 7,000 issues covering 04 divisional secretariats within the district, the closing ceremony of Nila Mehewara programme in Vavuniya district was successfully concluded under the precedence of His Excellency the President and Hon. Prime Minister on 21 October, 2017. On this occasion, about 4500 land deeds were distributed amongst the people by His Excellency the President.



Benefits provided to the General Public

Benefits	Amount
Spectacles	2450
Wheelchairs	10
Elders Identity Cards	124
Land permits and grants	725
Livelihood aids for self-employment	13
Number of National Identity Cards	730
Number of Birth, Marriage and Death certificate copies	984
Driving licenses (New, amendments and other services)	464



"Nila Mehewara" Programme Vauniya

Nila Mehewara President's People Service- Kurunegala District

Summary of the issues forwarded at Nila Mehewara

Number of Divisional Secretariats within the district	30
Number of Nila Mehewara programmes held	20
Number of problems forwarded	47,760
Number of problems solved	39,202
Percentage of solving issues	82%
Number of issues to be solved	8,558

Benefits provided to the General Public

Benefits	Amount
Spectacles	7745
Wheelchairs	32
Elbow crutches	19
Crutches	8
Other aids for social services	403
Elders Identity Cards	209
Land permits and grants	669
Livelihood aids for self-employment	1562
Number of National Identity Cards	4137
Number of Birth, Marriage and Death certificate copies	6867
Driving licenses (New, amendments and other services)	5500

The programme, which has so far managed to find solutions to nearly 74,000 problems within Kurunegala district, is presently underway since 2017. By 31 December 2017, the programme is currently in progress by conducting 30 mobile services in 30 divisional secretariat divisions.



"Nila Mehewara" Programme Kurunegala

Nila Mehewara President's People Service- Killinochchi District

Summary of the issues forwarded at Nila Mehewara

Number of Divisional Secretariats within the district	04
Number of Nila Mehewara programmes held	04
Number of problems forwarded	8,446
Number of problems solved	5,635
Percentage of solving issues	66.7
Number of issues to be solved	2,811

The programme has managed to provide solutions to almost 6,000 problems within Killinochchi district and is presently under way since 2017, covering 04 divisional secretariat divisions within the district. All divisional mobile services are already finished.



Benefits provided to the General Public

Benefits	Amount
Spectacles	1148
Wheelchairs	5
Elbow crutches	4
Crutches	4
Other aids for social services	585
Elders Identity Cards	92
Land permits and grants	378
Livelihood aids for self-employment	115
Number of National Identity Cards	877
Number of Birth, Marriage and Death certificate copies	2543
Driving licenses (New, amendments and other services)	94



"Nila Mehewara" Programme Killinochchi

Nila Mehewara President's People Service- Mullaitivu District

Summary of the issues forwarded at Nila Mehewara

Number of Divisional Secretariats within the district	06
Number of Nila Mehewara programmes held	06
Number of problems forwarded	12,748
Number of problems solved	9,957
Percentage of solving issues	78.2
Number of issues to be solved	2,791

The programme has managed to provide solutions to almost 10,000 problems within Mullaitivu district and is presently under way since 2017, covering 06 divisional secretariat divisions within the district.



Benefits provided to the General Public

Benefits	Amount
Spectacles	3274
Wheelchairs	11
Elbow crutches	17
Crutches	6
Other aids for social services	164
Elders Identity Cards	16
Land permits and grants	1930
Livelihood aids for self-employment	589
Number of National Identity Cards	1786
Number of Birth, Marriage and Death certificate copies	1456
Driving licenses (New, amendments and other services)	773



"Nila Mehewara" Programme Mullaitivu

Nila Mehewara President's People Service- Mannar District

Summary of the issues forwarded at Nila Mehewara

Number of Divisional Secretariats within the district	05
Number of Nila Mehewara programmes held	05
Number of problems forwarded	8,695
Number of problems solved	5,624
Percentage of solving issues	64.7
Number of issues to be solved	3071

The programme has managed to provide solutions to almost 6,000 problems within Mannar district and is presently under way since 2017, covering 05 divisional secretariat divisions within the district.



Benefits provided to the General Public

Benefits	Amount
Spectacles	2993
Wheelchairs	10
Elbow crutches	10
Crutches	8
Other aids for social services	20
Elders Identity Cards	146
Land permits and grants	417
Livelihood aids for self-employment	365
Number of National Identity Cards	1633
Number of Birth, Marriage and Death certificate copies	1582
Driving licenses (New, amendments and other services)	675



"Nila Mehewara" Programme Mannar

Infrastructure Development in District Secretariats and Divisional Secretariats

S/No	Infrastructure Development in District Secretariats and Divisional Secretariats	Total Cost Estimate (Rs. Mn)
1	Colombo District Administration Complex	4887
2	Baddegama Divisional Secretariat building	28.5
3	Panwila Divisional Secretariat building	35.6
4	Minipe Divisional Secretariat building	39
5	Gomarankadawala Divisional Secretariat building	35
6	Trincomalee District Secretariat building	46.8
7	Dodangoda Divisional Secretariat new auditorium	145
8	Ibbagamuwa Divisional Secretariat building	50
9	Ambalantota Divisional Secretariat building	99
10	Polonnaruwa District Administration Complex	1476.5
11	Attanagalla Divisional Secretariat building	50
12	Matale District Administration Complex	550
13	Batticaloa District Administration Complex	805
14	Koralaipattu West Divisional Secretariat building	80
15	Manmunai Pattu Arampathy Divisional Secretariat building	26.8
16	Manmunai Pattu West Divisional Secretariat building	20
17	Vakarai Circuit Bungalow	11
18	Kataragama Divisional Secretariat building	50
19	Karuwalagaswewa Divisional Secretariat building	56
20	Jaffna District Administration Complex	85



Opening ceremony of Divisional Secretariat Elahara



Opening ceremony of Divisional Secretariat Mathale



Laying foundation stone for Baddegama Nila sewana Building

Infrastructure Development in District Secretariats and Divisional Secretariats

S/No	Infrastructure Development in District Secretariats and Divisional Secretariats	Total Cost Estimate (Rs. Mn)
21	Akmeemana Divisional Secretariat building	24
22	Millaniya Divisional Secretariat building	40
23	Wariyapola Divisional Secretariat building	35
24	Habaraduwa Divisional Secretariat building	36.5
25	Welivitiya-Divithura Divisional Secretariat building	28
26	Hikkaduwa Divisional Secretariat building	58
27	Okewela Divisional Secretariat building	78
28	Katuwana Divisional Secretariat building	77
29	Weeraketiya Divisional Secretariat building	45.3
30	Vavuniya Circuit Bungalow	54
31	Mannar Circuit Bungalow	42.35
32	Poonakary Divisional Secretariat building	60
33	Homagama Divisional Secretariat building	287
34	Wattala Divisional Secretariat building	198
35	Ja-Ela Divisional Secretariat building	198



Opening ceremony of Divisional Secretariat Elahara



Laying foundation stone for Lankagama Surekum center



Opening ceremony of District Secretariat Mullaitivu

Infrastructure Development in District Secretariats and Divisional Secretariats

S/No	Infrastructure Development in District Secretariats and Divisional Secretariats	Total Cost Estimate (Rs. Mn)
36	Kalutara District Administration Complex	110
37	Kalutara Divisional Secretariat building	180
38	Horana Divisional Secretariat building	65.3
39	Bandaragama Divisional Secretariat building	86.5
40	Beruwala Divisional Secretariat building	69.02
41	Panadura Divisional Secretariat building	172.8
42	Matale Divisional Secretariat building	45
43	Gonapinuwala Divisional Secretariat building	48
44	Balapitiya Divisional Secretariat building	58
45	Thawalama Divisional Secretariat building	47
46	Niyagama Divisional Secretariat building	48
47	Thihagoda Divisional Secretariat building	100
48	Malimbada Divisional Secretariat building	40
49	Mulatiyana Divisional Secretariat building	50
50	Mannar District Administration Complex	275
51	Mannar New Auditorium	21



Opening ceremony of Divisional Secretariat Polpithigama



Laying foundation stone for Bonawista Nila sewana



Opening ceremony of Divisional Secretariat Madampagama

Infrastructure Development in District Secretariats and Divisional Secretariats

S/No	Infrastructure Development in District Secretariats and Divisional Secretariats	Total Cost Estimate (Rs. Mn)
52	Padiyathalawa Divisional Secretariat building	48
53	Lahugala Divisional Secretariat building	48.7
54	Addalaichenai Divisional Secretariat building upper floor	21.3
55	Polpithigama Divisional Secretariat building	24
56	Puttalam New Auditorium	27.5
57	Nawagaththegama Divisional Secretariat building	31.5
58	Kahatagasdigiliya Divisional Secretariat building	26.81
59	Rajanganaya Divisional Secretariat building	33.74
60	Nochchiyagama Divisional Secretariat building	28.72
61	Thamankaduwa Divisional Secretariat building	28.5
62	Haliela Divisional Secretariat building	115
63	Wellawaya Divisional Secretariat building	34
64	Siyambalanduwa Divisional Secretariat building	35.22
65	Thanamalwila Divisional Secretariat building	22.5
66	Ruwanwella Divisional Secretariat building	25
67	Elahara Divisional Secretariat building	90
68	Palindhanuwara Divisional Secretariat building	62.6
	Total Amount	11956.06



Opening ceremony of Divisional Secretariat Rathgama



Opening ceremony of Polhunnawa Road Development



Opening ceremony of Divisional Secretariat Rathgama

Division: District Administration

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)	Physical Targets (%)					Output/ Outcome or Indicator	Implementing Agency	Responsible by
								Q1	Q2	Q3	Q4	Q1 2018			
Providing Efficient, productive, talented and skillful Human Recourses.	Selecting and assigning of suitable persons for existing vacancies.	<ul style="list-style-type: none"> ➤ Updating Details of Vacancies. ➤ Conducting Open Competitive Examinations of Recruitment. ➤ Conducting Interviews, Selecting officers and assign. 		2017.06.01	2017.12.31	T A	- -	- -	25 25	25 25	50 50	- -	Technical Officers and Takshana Sahayaka Officers who can be completed duties of technical field in successfully.		Additional Secretary (Home Affairs) SAS (District Admin Division) AS(District Admin Division)
Creating a staff filled with knowledge, skills and attitudes to give the maximum individual contribution to the effectiveness of the sector.	Developing of officers in the technical field.	<ul style="list-style-type: none"> ➤ Identification of training needs of the officers in the technical field. ➤ Discuss with the training institutes. ➤ Inform the officers. ➤ Conducting training programs at provincial level. 		2017.01.01	2017.12.31	T A	- -	25 -	25 -	25 -	25 10	- -	Creation of officers filled with modern technical knowledge.		Additional Secretary (Home Affairs) SAS (District Admin Division) AS(District Admin Division)
Providing necessary information for HRM.	Collecting statistical data of officers serving in District Secretariats.	Collecting and Updating information.		2017.01.01	2017.12.31	T A	- -	25 25	25 25	25 25	25 25	- -	Prepare a database of officers who are attached to the District Secretariats under this Ministry.		SAS (District Admin Division) AS (Dist. Admin Div)
Organizing 70 th Independence Day falling on 04 th February 2018.	Proper Coordination and Supervision all relevant institutions for success of Independence Day Celebrations.	<ul style="list-style-type: none"> ➤ Coordinating all relevant institutes. ➤ Prepare Invitee list. Invite to VVIP and VIP (Local and Foreign). ➤ Supervision all duties and services. ➤ Ushering invitees. 		2017.08.01	2017.12.31	T A	- -	- -	25 25	- -	25 25	50 50	Successfully Completion of Independence Day Celebration and Organizing next year Independence Day Celebration.		Additional Secretary (Home Affairs) SAS (District Admin Division) AS(District Admin Division)

Division: Divisional Administration

Policies	Strategies	Proposed Activities	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible by
							Q ₁	Q ₂	Q ₃	Q ₄	Q ₁	Q ₂	Q ₃	Q ₄			
Assessment / evaluation of officers attached to Divisional Administration	01. Identification of different sections to be assessed/ evaluated. 02. Preparation of assessment /evaluation methodologies according to the identifies sections.	01. Appointment of evaluation committees. 02. Informing Dis. Sec/ Div. Sec on the evaluation methodology. 03. Calling applications in accordance with the evaluation methodologies. 04. Selecting officers who have fulfilled qualifications. 05. Releasing of results. 06. Awarding of evaluation certificates.		2017.07.01	2017.12.31	T						50	50	Evaluation and motivation of officers who discharge their duties effectively and maintaining public service at an optimum level through such measures.	Ministry of Home Affairs Divisional Admin Division	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)	
Preparing a formal transfer policy for officers in Divisional Administration	01. Preparation of criteria. 02. Identifying the officers who should be transferred and get the relevant information.	01. Establishment of Transfer Boards. 02. Calling of applications. 03. Analysis of information. 04. Making Transfer Board decisions. 05. Providing Transfers.		2017.01.01	2017.12.31	T				25	25	25	25	Transferring officers who have completed 05 years of service in one and the same work place upon their service and transfer needs without hindrance to duty matters.	Ministry of Home Affairs Divisional Admin Division	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)	
Evaluation/ assessment of divisional secretariats for optimum and high quality public service	01. Preparation of criteria for evaluation of divisional secretariats. 02. Informing Dis. Sec/ Div. Sec. to follow the criteria.	01. Appointment of evaluation committees. 02. Reservation of dates for the supervision of divisional secretariats. 03. Informing the relevant District Secretary on the reserved dates. 04. Carrying out assessments / analysis. 05. Allocation of marks and providing guidance to avoid weaknesses (through Dis. Sec.). 06. Holding prize giving ceremonies.		2017.04.01	2017.12.31	T					25	50	25	Providing guidance to the divisional secretariats for service excellence through proper supervision.	Ministry of Home Affairs Divisional Administration Division	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)	

Division: Divisional Administration (Cont..)

Policies	Strategies	Proposed Activities	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible by				
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4							
Properly carrying out the establishment matters of the officers in divisional secretariats.	01. Providing information about vacancies through Dis. Sec. 02. Maintaining proper coordination with the divisional secretariats regarding the establishment matters.	01. Obtaining information on vacancies. 02. Carrying out establishment matters such as transfers, personal foreign leave, promotions and service confirmations. 03. Coordination and obtaining instructions from the Ministry of Public Administration and Management and Public Service Commission, based on the nature of the official requirements.		2017.01.01	2017.12.31	T A					25	25	25	25	22	20	20	22	Providing an efficient public service.	Ministry of Home Affairs. Divisional Administration Division.	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)
Proper examination of public complaints and taking action to provide necessary solutions.	01. Appointing officers in charge for the subject of public complaints at provincial level. 02. Properly conducting the "Tell the President of Sri Lanka" programme.	01. Maintaining an updated register of public complaints. 02. Calling recommendations and reports through Div. Sec. and Dis. Sec. 03. Completing the reports and analysis activities on the due date. 04. Providing the monthly report the "Tell the President of Sri Lanka" programme to the Administration Division.		2017.01.01	2017.12.31	T A					25	25	25	25	15	15	15	15	Providing an efficient service from the Service providers to the beneficiaries.	Ministry of Home Affairs. Divisional Administration Division.	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)
Completion of essential training needs of the officers in Divisional Administration.	01. Identification of opportunities / prospects for officer training. 02. Gathering information on training initiatives.	01. Identification of training needs. 02. Nominating officers for the identified training programmes. 03. Forwarding the relevant training needs and the list of officers to the Assistant Secretary in the charge of the subject of training.		2017.01.01	2017.07.31	T A					50	50			20	15	15	20	Providing an efficient public service and uplifting the quality / value of the public service.	Ministry of Home Affairs. Divisional Administration Division.	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)
Delimitation activities of divisional secretariat divisions and providing maps.	01. Obtaining delimitation requirements of divisional secretariats through the Dis. Sec.	01. Collecting delimitation requirements and analysis. 02. Submission of committee reports for the approval of the Cabinet. 03. Gazetting of the recommendations of approved delimitation committee reports. 04. Carrying out surveying and mapping activities in respect of the relevant changes / amendments. 05. Coordination with the Survey Department for obtaining relevant maps.		2017.05.01	2017.12.31	T A						40	30	30			10		Facilitating the general public who visit offices for services through decentralized administration.	Ministry of Home Affairs. Divisional Administration Division.	Additional Secretary (Home Affairs) Senior Assistant Secretary (Div. Admin) Assistant Secretary (Div. Admin)

Division: Grama Niladhari Administration

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets				Output / Outcome or Indicators	Implementing Agency	Responsible by	
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
Assuring the timely supply of efficient, productive and skillful human resources.	1. Maintaining a timely Scheme of Recruitment. 2. Recruiting the approved cadre. 3. Forecasting of human resources needs.	Maintaining an updated database on Grama Niladhari vacancies and filling of vacancies.		2017.01.01	2017.12.31	T					25	25	25	25	Taking action to recruit officers for 1835 vacancies existing as at 30.04.2017 based on results of the Open Competitive Examination held in 2016 and the interview to be held in future.	Grama Niladhari Administration Division.	Senior Assistant Secretary (GN Admin)	
				2017.07.23	2017.12.31	A					25	25	25	25				
		Obtaining examination results. Conducting interviews. Giving appointments to trained people. Recruitment of Administrative Grama Niladharies.		2017.07.23	2017.12.31	T												100
				2017.10.23	2017.11.30	A												100
				2017.11.30	2017.12.31	T												100
				2017.11.30	2017.12.31	A												100
				2017.11.30	2017.12.31	T												100
				2017.11.30	2017.12.31	A												-
		2017.09.01	2017.12.31	T										100				
		2017.09.01	2017.12.31	A										50				
Hospitality towards clients.	1. Providing promotions for the officer. Holding efficiency bar examinations for Grama Niladhari Grade I and II officers.	All promotions being carried out according to the new Scheme of Recruitment .		2017.01.01	2017.12.31	T								100	The efficiency bar examination of Grade I has been conducted on 15.07.2017. Results to be released in future. (Results of Grade III efficiency bar examination have been released. Candidates to be informed.)	Grama Niladhari Administration Division.	Senior Assistant Secretary (GN Admin)	
				2017.01.01	2017.12.31	A								75				
				2017.01.01	2017.12.31	T					50	50						
				2017.01.01	2017.12.31	A					50	50						
Ensure efficient, effective and qualitative service.	2. Taking suitable actions with respect to the public needs forwarded to the division. 1.Improving the facilities	Providing Grade I and II promotion for the officer who fulfill the qualifications.		2017.01.01	2017.12.31	T					25	25	25	25	Discussing the issues related to Grama Niladharies and providing effective solutions. Providing answers to the public complaints received throughout the year. Providing a superior service to the public.	Grama Niladhari Administration Division.	Senior Assistant Secretary (GN Admin)	
		Holding trade union discussions.		2017.01.01	2017.12.31	T					25	25	25	25				
		Keeping a database on public complaints.		2017.01.01	2017.12.31	T					25	25	25	25				
		Calling of Dis. Sec. reports.		2017.01.01	2017.12.31	T					25	25	25	25				
		Forwarding to the Investigation Division.		2017.01.01	2017.12.31	T					25	25	25	25				
		Referring to the complainant.		2017.01.01	2017.12.31	T					25	25	25	25				
		Grama Niladharies Diary.		2017.01.01	2017.12.31	T					10	10	20	60				
		Providing telephone allowances to Grama Niladharies .		2017.06.30	2017.12.31	T							50	50				
		2017.06.30	2017.12.31	A										100				
		2017.12.31	2017.12.31	T										100				

Division: Development

Policies	Strategies	Proposed activity	TCE (Rs. Mn.)	Allocation (Rs. Mn)	Date of Commence	Date of Completion	Financial Targets / Actual (Rs. Mn)	Physical Targets (%)	Output Indicator	Outcome or Indicator	Implementing Agency	Responsible by	
Ensure effective infrastructure development in District and divisional Secretariat to motivate the working staff to deliver efficient and effective service towards the general public and thereby to enhance the quality of the life of general public.	1. Ensures optimum utilization of physical resources through timely identification of physical resource requirement in District and Divisional Secretariats with effective stake holder participation, and prepare proposals accordingly.	Divisional Secretariat Building - Millaniya	38	18	2016.09.28	2017.12.31	18	100%	Completed constructions.	Satisfied employees and customers	District Secretary, Kaluthara	District Secretary, Kaluthara	
		Divisional Secretariat Building - Ukuwela	88	10	2016.08.01	2017.11.30	9.5	1st stage 90%			District Secretary, Mathale	District Secretary, Mathale	
		Divisional Secretariat Building -Waliwitiya North	31	7.25	2016.10.01	2017.12.31	7.04	90%			District Secretary, Galle	District Secretary, Galle	
		Divisional Secretariat Quarters - Thawalama	6.4	1.9	2016.09.01	2017.12.31	1.82	100%					
		Quarters 02 - Wakunugoda	12	3.6	2016.12.01	2017.12.31	3.6	55%					
	2. Ensures value for money by handling procurement activities efficiently and effectively in relation to the contracts which total cost exceeds 100 million.	Divisional Secretariat Building - Habaraduwa	36.5	26.65	2016.10.01	2017.12.31	26.33	100%					
		Divisional Secretariat Building - Hikkaduwa	58	41	2016.10.01	2017.12.31	10.64	100%					
		Divisional Secretariat Building - Niyagama	48	28.7	2016.12.31	2017.12.31	28.46	100%					
		Divisional Secretariat Building - Thawalama	47	8.9	2016.12.01	2017.12.31	8.74	25%					
		New Auditorium, Galle District Secretariat	1200	200	2017	2018	0	0%					
		Divisional Secretariat Building – Point of Pedru	31.92	15	2016.08.05	2017.11.28	14.99	100%				District Secretary, Jaffna	District Secretary, Jaffna
		Divisional Secretariat Building - KoraleiPattu West	80	10	2016.09.01	2018.10.31	9.87	15%				District Secretary, Bataloa	District Secretary, Bataloa
		Divisional Secretariat Building -Wareyapola	21.6	13	2016.09.14	2017.09.13	0.661	95%				District Secretary, Kurunagala	District Secretary, Kurunagala
		Divisional Secretariat Building -Ibbagamuwa	41.7	22	2016.06.07	2017.07.06	11.01	98%				District Secretary, Kegalle	District Secretary, Kegalle
		Divisional Secretariat Building -Rabukkana	50	20	2015	2017.12.31	12.9	60%					
		Divisional Secretariat Building - Aranyaka	37.2	20	2015	2017.12.31	18.14	60%					
		Divisional Secretariat Building - Galigamuwa	25	15	2015	2017.12.31	11.41	60%					
		Divisional Secretariat Building - Karuwalagaswawa	32.64	19	2016	2017.12.31	19	100%				District Secretary, Puttalam	District Secretary, Puttalam
Divisional Secretariat Building - Lunugamwehera		20	2017	2018	14.6	0%		District Secretary, Hambantota	District Secretary, Hambantota				

Division: Finance

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Financial Targets (Rs.)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible By		
						Target (T) / Actual (A)	Q 01	Q 02	Q 03	Q 04	Q 01	Q 02	Q 03				Q 04	
Proper Management of funds of Ministry, District and Divisional Secretariats	Supervision of district secretariats and divisional secretariats under ministry	1) Provision of Allocations to Rural & regional Administration activities	8,594,400,000	01/01/2017	29/12/2017	T	6,100,000,000	650,000,000	1,400,000,000	444,400,000	71	8	16	5	Number of requests fulfilled	Ministry of home affairs	Chief Accountant (CA) Accountant - District Account and Rural & Regional Administration (Acc. Dist.A.)	
			8,000,231,177			A	6,070,702,558	610,506,632	1,261,572,684	57,449,303	71	7	15	1				
	Financial Reporting	2) Preparation of Annual Budget			01/01/2017	04/08/2017	T	-	-	-	-	10	50	40	-	Submission of budget estimates to the Treasury	Ministry of home affairs	CA
							A	-	-	-	-	10	40	50	-			
		3) Preparation of appropriation account of the ministry			01/01/2017	31/03/2017	T	-	-	-	-	100	-	-	-	Submission of Appropriation account to the Auditor General before 31st March	Ministry of home affairs	Accountant - Financial Reporting (Acc. FR)
							A	-	-	-	-	100	-	-	-			
	4) Preparation of Financial Statements of the Ministry and review of District Secretariat Financial Statements			01/01/2017	30/06/2017	T	-	-	-	-	40	60	-	-	Submission of Financial Statements to Auditor General on or before 30th June	Ministry of home affairs		
						A	-	-	-	-	45	55	-	-				
	Establishment of efficient payment system according to Financial Regulations	5) *Before making a payment ensure the voucher is Authorized & Approved *Voucher certification *Payment			01/01/2017	31/12/2017	T	-	-	-	-	25	25	25	25	Number of paid vouchers per day	Ministry of home affairs	CA Accountant-Payments (Acc. Pay)
							A	-	-	-	-	23	24	25	28			
	Provision of proper goods and services at proper time with proper quality & quantity to ensure efficient service in the institution	6) Provide the requested items to relevant divisions			01/01/2017	31/12/2017	T	-	-	-	-	25	25	25	25	Number of requests fulfilled	Ministry of home affairs	CA Accountant - Procurement (Acc. Pro)
							A	-	-	-	-	25	25	25	25			
7) Coordinating TEC and PC meetings				01/01/2017	31/12/2017	T	-	-	-	-	25	25	25	25	Number of procurement decisions taken during the year/procurement reports.	Ministry of home affairs	CA ,Acc. (Pro)	
						A	-	-	-	-	25	25	25	25				

Division: Finance (Cont..)

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By	
							Q 01	Q 02	Q 03	Q 04	Q 01	Q 02	Q 03	Q 04				
							Contribution to the development activities of the country											
	Rehabilitation and improvement of capital assets	8) 121-1-1-2001 Rehabilitation and Improvement of Building and Structures	500,000	01/01/2017	31/12/2017	T	100,000	200,000	200,000	-	20	40	40	-	Number of rehabilitations of buildings & structures completed.	Ministry of home affairs	CA ,Acc. (Pro)	
			500,000			A	-	500,000	-	-	-	100	-	-				
			9) 121-1-2-2001 (2) Building and Structure	2,000,000	01/01/2017	31/12/2017	T	100,000	50,000	1,200,000	650,000	5	3	60	33	Number of rehabilitations of buildings & structures completed	Ministry of home affairs	CA , Acc. (Pro)
				2,000,000			A	64,453	-	1,078,687	856,860	3	-	54	43			
			10) 121-1-1-2002 Rehabilitation and Improvement of Plant, Machinery and Equipment	200,000	01/01/2017	31/12/2017	T	-	50,000	150,000	-	-	25	75	-	Number of rehabilitations of Plant, Machinery and Equipment	Ministry of home affairs	CA ,Acc. (Pro)
				76,500			A	-	18,800	-	57,700	-	9	-	29			
			11) 121-1-2-2002 Rehabilitation and Improvement of Plant, Machinery and Equipment	1,500,000	01/01/2017	31/12/2017	T	50,000	375,000	1,075,000	-	3	25	72	-	Number of rehabilitations of Plant, Machinery and Equipment	Ministry of home affairs	CA ,Acc. (Pro)
			839,834			A	9,404	58,650	267,964	503,817	1	4	18	34				
		12) 121-1-1- 2003 Vehicles- Rehabilitation and Improvement	2,300,000	01/01/2017	31/12/2017	T	1,000,000	100,000	1,200,000	-	43	4	52	-	Number of vehicle rehabilitations and improvements	Ministry of home affairs	CA ,Acc. (Pro)	
			2,292,361			A	1,032,487	79,185	1,172,083	8,607								
		13) 121-1-2-2003 Vehicles- Rehabilitation and Improvement	7,000,000	01/01/2017	31/12/2017	T	1,000,000	1,000,000	2,470,600	2,529,400	14	14	35	36	Number of vehicle rehabilitations and improvements	Ministry of home affairs	CA ,Acc. (Pro)	
			4,405,182			A	218,900	816,671	1,076,998	2,292,613	3	12	15	33				

Division: Finance (Cont..)

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q 01	Q 02	Q 03	Q 04	Q 01	Q 02	Q 03	Q 04			
Contribution to the development activities of the country	Acquisition of Capital Assets	14) 121-1-1-2101 Vehicles - Acquisition of Capital Assets	750,000	01/10/2017	31/12/2017	T A	- -	- -	- -	750,000 745,630	- -	- -	- -	100 99	Number of vehicles acquired	Ministry of home affairs	CA ,Acc. (Pro)
		15) 121-1-1-2102 Furniture and Office Equipment - Acquisition of Capital Assets	1,585,000	01/01/2017	30/09/2017	T A	500,000 798,598	400,000 179,283	100,000 -	585,000 586,673	32 50	25 11	6 -	37 37	Number of furniture & office equipment acquired	Ministry of home affairs	CA ,Acc. (Pro)
		16) 121-1-2-2102 Furniture and Office Equipment - Acquisition of Capital Assets	133,361,000	01/01/2017	30/09/2017	T A	3,750,000 4,302,292	3,750,000 3,874,449	2,500,000 1,550,373	123,361,000 53,321,123	3 3	3 3	2 1	93 40	Number of furniture & office equipment acquired	Ministry of home affairs	CA ,Acc. (Pro)
		17) 121-1-1- 2103 Plant, Machinery and Equipment - Acquisition of Capital Assets	5,335,000	01/01/2017	31/12/2017	T A	535,000 896,532	- 103,000	- -	4,800,000 4,226,499	10 17	- 2	- -	90 79	Number of Plant, Machinery and equipment acquired	Ministry of home affairs	CA ,Acc. (Pro)
		18) 121-1-2- 2103 Plant, Machinery and Equipment - Acquisition of Capital Assets	33,205,000	01/01/2017	31/12/2017	T A	5,000,000 3,896,250	4,000,000 3,093,353	6,200,000 4,901,740	18,005,000 20,468,537	15 12	12 9	19 15	54 62	Number of Plant, Machinery and equipment acquired	Ministry of home affairs	CA ,Acc. (Pro)

Division: Administration

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible by					
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4								
Human Resources Development.	Identifying the training requirements of the officers.	Conducting Leadership Training Programmes to improve external/extra skills.		2017.01.01	2017.12.31	T					100				Efficient Human Resource of the Ministry.	Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)					
			A									0										
	Preparation of training courses in accordance with the requirements, identification of resource persons, and directing to the training programmes.	Identification of local training institutions and directing the officers to such institutions for training.				T							50	30				20				
			A										0	0				0				
	Identification of foreign training requirements.	Submitting proposals to the Department of External Resources. Directing officers to the training programmes offered by the External Resources Department.				T							100									
			A										0									
			T										40	30				30				
			A										0	0				0				
	Concurrently with the implementation of Official Language Policy, identification of Sinhala, English and Tamil language training requirements of the Ministry officers including District and Divisional Administration.	Directing officers for language training programmes.				T							50	20				20	10			
			A										10	15				27	47			
	Capacity Building.	121-1-2- 2401 Staff Training.	34,400,000			2017.01.01	2017.12.31	T	2,000,000	2,000,000	5,000,000	25,400,000	6	6				15	74	Number of training programs.	Ministry of Home Affairs (Admin Division)	Adi.Sec. Admin
			34,245,895					A	903,132	2,237,831	3,188,463	27,916,470	3	7				9	81			
2,000,000		T	200,000	150,000	1,550,000			100,000	10	8	78	5										
1,968,598		A	197,862	141,633	1,504,788			124,315	10	7	75	6										

Division: Administration (Cont..)

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible by				
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4							
Application of Information Technology	Further identification of the fields for the use of Information Technology	Taking necessary steps to ensure the use of Information Technology for the areas already identified		2017.01.01	2017.12.31	T					50	50			Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)					
		A												100							
		Networking of the Ministry of Home Affairs											30	30			20	20	Networking system for the Ministry and the institutions under its purview		
		T											0	0			0	0			
		A																			
		Introducing an email service for the Ministry of Home Affairs												25			25	25	25	Performing administrative functions among divisions and institutions via email	
		T																			
		A																	100		
		Reimplementation of the websites namely District Secretary Portal, Divisional Secretary Portal and Grama Niladhari Portal															25	25	25	25	Performing administrative functions among divisions and institutions via email
		T																			
		A																		100	
		Launching and maintaining the website of the Ministry of Home Affairs															30	30	20	20	Performing administrative functions among divisions and institutions via email
		T																			
		A																100			
Creating awareness and holding training programmes											25	25	25	25	Performing administrative functions among divisions and institutions via email						
T																					
A																					
Developing new software											25	25	25	25	Performing administrative functions among divisions and institutions via email						
T																					
A																					
Preparation and use of plans/designs for the Postal Management System											40	20	20	20	Ministry website						
T																					
A															100						
Preparing a database of the vehicles belonging to the Ministry											30	30	20	20	Ministry website						
T																					
A															100						
Preparation of the database for telephone directory											25	25	25	25	Ministry website						
T																					
A															100						
Preparation of a database on the employee information											25	25	25	25	Ministry website						
T																					
A															100						

Division: Administration (Cont..)

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible by		
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Improving the office environment	Planning/designing the internal office environment	Implementation of productivity concepts		2017.01.01	2017.12.31	T					30	25	20	25	Proper office environment created	Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)		
			A							10	10	40	40						
		Productive use of Ministry office space				T							20	20				30	30
			A										0	40				60	0
		Regularizing of all divisions and functions				T							30	25				25	20
			A										0	100				0	0
		Providing facilities for technical functions				T							25	25				25	25
		A										0	50	25				25	
	Identification of disposable goods	Maintaining an internal telephone network				T							25	25				25	25
			A										25	25				25	25
		Maintaining a public calling system				T							30	20				20	30
			A										30	20				20	20
Providing new telecommunication equipment.			T							25	25	25	25						
		A								25	25	25	25						
Improving office methods/ procedures	Identification of disposable files	Updating of files		2017.01.01	2017.12.31	T					25	25	50	0	Providing necessary resources, providing reference and access to correct information	Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)		
			A							25	25	25	25						
		Updating of record room				T							25	25				25	25
			A										0	0				0	0
	Identification of methods to simplify office work	Filing of documents according to a proper office procedure/method				T							50	50				0	0
			A										50	50				0	0
		Rearranging the inventory lists of the Ministry in a proper manner				T							40	20				20	20
			A										0	0				40	60

Division: Administration (Cont..)

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs)				Physical Targets (%)				Output/ Outcome or Indicator	Implementing Agency	Responsible by
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
Regularizing the use of physical resources	Identification of disposable vehicles	Disposal of vehicles		2017.01.01	2017.12.31	T					25	25	25	25	Plan prepared for the use of vehicles	Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)
		A							0	0	0	0					
	Purchasing of new vehicles	T							25	25	25	25	Disposed vehicles				
		A							0	0	0	0		Purchased vehicles			
	Identification of office equipment needs	Implementing procurement activities for the purchase of office equipment	T						25	25	25	25	Plan prepared on the office equipment needs				
		A							25	25	25	25		Office equipment purchased			
Providing information and reports for the General Public	Enquiring public complaints and preparation of reports.	Implementation of supportive programmes for the General Public		2017.01.01	2017.12.31	T					25	25	25		25	Persons requiring Public Service and Beneficiaries	Ministry of Home Affairs (Admin Division)
			A							25	25	25	25				
Increasing the productivity through the improvement of present conditions	Preparation of overall operations and new proposals of the Ministry, evaluation and taking follow up action through monthly progress review meetings			2017.01.01	2017.12.31	T					25	25	25	25	Preparation of plans for the development of standards for the Ministry	Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)
		A							0	0	50	50					
Contribution to the development activities of the country	Rehabilitation and improvement of capital assets	121-1-2-2001 (5) Upgrading Circuit Bungalows	50,000,000	2017.01.01	2017.12.31	T	-	2,868,000	6,612,000	40,520,000	-	6	13	81	Number of Upgraded Circuit Bungalows	Ministry of Home Affairs (Admin Division)	Additional Secretary (Admin)
			13,171,698			A	-	-	211,153	12,960,545	-	-	0	26			

Development Projects under Ministry of Home Affairs - District Secretariats

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q 01	Q 02	Q 03	Q 04	Q 01	Q 02	Q 03	Q 04			
Contribution to the development activities of the country	Rehabilitation and improvement of capital assets	1) 121-1-2-2001 (9) Upgrading Buildings of Divisional Secretariats	80,000,000 74,331,297	01/01/2017	31/12/2017	T A		19,000,000	6,000,000	55,000,000	-	24	8	69	Number of Upgraded Buildings of Divisional Secretariats	Ministry of home affairs	Additional Secretary - Development (Addi. Sec. Dev.)
		2) 121-1-3-2001 Rehabilitation and Improvement of Building and Structures	1,000,000 725,000	01/01/2017	31/12/2017	T A		-	725,000	275,000	-	-	73	28	Number of rehabilitations of buildings & structures completed	Ministry of home affairs	CA, (Acc. Dist.A.) District Secretaries (Govt. Agents)
		3) 121-1-3-2002 - Rehabilitation and Improvement of Plant, Machinery and Equipment	5,500,000 620,352	01/01/2017	31/12/2017	T A		-	-	5,500,000	-	-	-	100	Number of rehabilitations of Plant, Machinery and Equipment	Ministry of home affairs	CA, (Acc. Dist.A.) Govt. Agents
		4) 121-1-3- 2003 Vehicles- Rehabilitation and Improvement	2,000,000 1,808,715	01/01/2017	31/12/2017	T A		-	642,780	1,357,220	-	-	32	68	Number of vehicle rehabilitations and improvements	Ministry of home affairs	CA, (Acc. Dist.A.) Govt. Agents
	Acquisition of Capital Assets	5) 121-1-3-2102 Furniture and Office Equipment - Acquisition of Capital Assets	3,000,000 2,485,854	01/01/2017	31/12/2017	T A		-	-	3,000,000	-	-	-	100	Number of furniture & office equipment acquired	Ministry of home affairs	CA, (Acc. Dist.A.) Govt. Agents
		6) 121-1-3- 2103 Plant, Machinery and Equipment - Acquisition of Capital Assets	30,925,000 27,741,052	01/01/2017	31/12/2017	T A	250,000	250,000	250,000	30,175,000	1	1	1	97	No of plant machinery & equipment acquired	Ministry of home affairs	CA, (Acc. Dist.A.) Govt. Agents

Development Projects under Ministry of Home Affairs - District Secretariats (Cont..)

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By	
							Q 01	Q 02	Q 03	Q 04	Q 01	Q 02	Q 03	Q 04				
Contribution to the development activities of the country	Presidential Programme 2016 - 2020	7) 121-2-4-2-2509 "Let's Awaken Polonnaruwa" Presidential Programme, 2016-2020	12,000,000,000	01/01/2017	31/12/2017	T	9,754,828,340	350,000,000	1,895,171,660	-	81	3	16	-	Number of completed projects	Ministry of home affairs	Secretary to the President, Secretary MOHA, GA Polonnaruwa	
			5,632,930,626			A	1,543,925,944	1,242,149,743	1,279,402,246	1,567,452,694	13	10	11	13				
			8) 121-1-2-6-2509 : Other capital expenditure-Development projects implemented by the district & divisional coordinating committees-2014 Additional allocation for the completion of road projects in Gampaha district	90,000,000	01/06/2017	31/12/2017	T	-	20,000,000	40,000,000	30,000,000	-	22	44	33	Completion of the road projects of Gampaha district	Ministry of home affairs	District Secretary, Gampaha (GA Gampaha)
				37,481,586			A	-	-	16,700,000	20,781,586	-	-	19	23			
		Development Projects of District and Divisional Secretariats	9) 121-1-2-8-2509 Development projects of District and Divisional Secretariats - Rathnapura District	255,493,000	28/04/2017	31/12/2017	T	-	150,000,000	50,500,000	54,993,000	-	59	20	22	Number of completed projects	Ministry of home affairs	GA Rathnapura
				148,419,860			A	-	124,740,848	11,284,510	12,394,502	-	49	4	5			
			10) 121-1-2-8-2509 Development projects of District and Divisional Secretariats - Matale District	30,000,000	28/04/2017	31/12/2017	T	-	5,000,000	5,000,000	20,000,000	-	17	17	67	Number of completed road development projects	Ministry of home affairs	GA Matale
				27,740,249			A	-	-	-	27,740,249	-	-	-	92			
			11) 121-1-2-8-2509 Development projects of District and Divisional Secretariats - Gampaha District	42,480,000	12/09/2017	31/12/2017	T	-	-	21,240,000	21,240,000	-	-	50	50	Completion of Pugoda Bus Stand rehabilitation works	Ministry of home affairs	GA Gampaha
				15,429,528			A	-	-	-	15,429,528	-	-	-	36			
			121-1-2-8-2509 Development projects of District and Divisional Secretariats (9+10+11)	327,973,000	01/05/2017	31/12/2017	T	-	155,000,000	76,740,000	79,993,000	-	47	23	24		Ministry of home affairs	
				191,589,636			A	-	124,740,848	11,284,510	55,564,278	-	38	3	17			

Development Projects under Ministry of Home Affairs - District Secretariats (Cont..)

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q 01	Q 02	Q 03	Q 04	Q 01	Q 02	Q 03	Q 04			
							Contribution to the development activities of the country	Development Projects of District and Divisional Secretariats	12) 121-1-2-9-2509 additional allocation to settle outstanding bills from 2011-31.12.2014 - Matale District Secretariat	95,359,000 94,989,106	04/01/2017	31/12/2017	T A	- -			
		13) 121-1-2-9-2509 additional allocation to settle outstanding bills from 2011-31.12.2014 - Other District Secretariats - Refer Annex 1	2,798,845,000 1,641,522,714	04/06/2017	31/12/2017	T A	- -	800,000,000 747,371,312	350,050,000 343,867,479	1,648,795,000 550,283,923	- -	29 27	13 12	59 20	No. of outstanding bills settled from 2011 - 31.12.2014 - Other districts	Ministry of home affairs	Govt. Agents
		121-1-2-9-2509 additional allocation to settle outstanding bills from 2011-31.12.2014 (12+13)	2,894,204,000 1,736,511,820	01/04/2017	31/12/2017	T A	- -	875,050,000 822,371,312	370,050,000 363,650,778	1,649,104,000 550,489,731	- -	30 28	13 13	57 19		Ministry of home affairs	
		14) 121-2-4-1-2506 Infrastructure Development - Providing Sanitary facilities for National Heritage Sites	5,000,000 4,491,177	01/01/2017	31/12/2017	T A	- -	500,000 -	500,000 177,300	4,000,000 4,313,877	- -	10 -	10 4	80 86	No. of Sanitary facilities projects completed	Ministry of home affairs	Govt. Agents
		15) 121-2-4-3-2509 Construction of Sewa Piyasa (Nila Sewana) Buildings	1,500,000,000 825,442,770	18/07/2017	31/12/2017	T A	- -	- -	1,000,000,000 1,874,973	500,000,000 823,567,797	- -	- -	67 -	33	Number of Sewa Piyasa Buildings substantially completed	Ministry of home affairs	Govt. Agents Add. Sec (Dev)
	Disaster Response Project	16) 121-2-4-4-2509-13 ADB - G0533 - Second Sri Lanka Flood and Landslide Disaster Response Project Refer Annex 2	307,460,600 230,741,770	06/07/2017	31/12/2017	T A	- -	- -	60,000,000 52,914,301	247,460,600 177,827,469	- -	- -	20 17	80 58	Number of requests fulfilled	Ministry of home affairs	Secretary MOHA, Govt. Agents
		17) 121-2-4-4-2509-17 ADB G0533 - Second Sri Lanka Flood and Landslide Disaster Response Project (Additional provision to meet the expenditure of the above project)	2,000,000 568,545	06/07/2017	31/12/2017	T A	- -	- -	- -	2,000,000 568,545	- -	- -	- 28	100	Number of requests fulfilled	Ministry of home affairs	Secretary MOHA, Govt. Agents

Division: Investigation

Policies	Strategies	Proposed activity	Allocation	Date of Commence	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)	Physical Targets (%)				Output / Outcome or Indicator	Implementing Agency	Responsible by
								Q1	Q2	Q3	Q4			
Control / prevention of fraud and corruption in District / Divisional Administration structure and Registration activities	Identification of existing issue / irregular situations	Calling of reports		2017.01.01	2017.12.31	T		25	25	25	25	Resolving of issues / control / prevention	Ministry of Home Affairs	Additional Secretary (Admin & Investigation)
						A		25	25	25	25			
		Conducting preliminary investigations		2017.01.01	2017.12.31	T		19	19	25	37	Providing a superior / high quality service without corruptions, frauds, and delays		Senior Assistant Secretary (Investigation)
						A		31	18	20	31			Assistant Secretary (Investigation)
		Submission of preliminary investigation reports		2017.01.01	2017.12.31	T		10	20	30	40			Investigation Officers
						A		10	24	29	37			
	Directing to disciplinary action	Drafting of charge sheets		2017.01.01	2017.12.31	T				33		67		
						A				38		62		
		Giving evidence in formal disciplinary investigations		2017.01.01	2017.12.31									
		Directing/Handling of complaint in formal disciplinary investigations		2017.01.01	2017.12.31									
Human Resources Management	Identification of needs and weaknesses of officers	Holding monthly meetings		2017.01.01	2017.12.31	T		25	25	25	25	01. No. of meetings held		Additional Secretary (Admin & Investigation)
						A		25	25	25	25			
		Obtaining progress reports		2017.01.01	2017.12.31	T		25	25	25	25	03. An efficient and productive staff 04. Proper and well balanced preliminary investigation reports 05. Recommendations for policy proposals		Assistant Secretary (Investigation)
						A		25	25	25	25			
						A		25	25	25	25			

Division: Internal Audit

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)				Financial Targets (Rs.)				Physical Targets (%)				Output/O outcome or Indicator	Implementing Agency	Responsible By
						T	A	1	2	3	4	1	2	3	4					
To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.	1. Strengthening the internal control. 2. Taking action to minimize the references made to the Committee on Public Accounts.	1.Examination of the utilization of financial provisions 2. Examination of capacity building	-	12/15/2017	12/28/2017	T	-	-	-	-	25	25	25	25	Audit reports Internal Audit Division	Audit reports Internal Audit Division	Chief Internal Auditor and the Audit Staff			
						A	-	-	-	-	-	-	-	100						
	1. Strengthening the internal control. 2. Taking action to minimize the references made to the Committee on Public Accounts.	1.Examination of the utilization of financial provisions 2. Examination of capacity building	-	12/20/2017	12/25/2017	T	-	-	-	-	11	11	35	43						
						A	-	-	-	-	-	-	-	100						
		3.Cheking of government officers bond deposits	-	2/20/2017	3/9/2017	T	-	-	-	-	17	33	33	33						
						A	-	-	-	-	100	-	-	-						
4.Examination on asset control	-	2/20/2017	3/9/2017	T	-	-	-	-	17	33	33	33								
				A	-	-	-	-	100	-	-	-								

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By	
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
							To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		5.Examining the deduction of contribution of Employees Provident Fund	-	2/20/2017	3/9/2017	T	-				-
A	-	-	-	-	100	-							-	-	Internal Audit Division	Internal Audit Division		
6.Examining the daily running charts of the pool vehicles	-	9/1/2017	9/28/2017	T	-	-			-	-	25	25	25	25			-	-
				A	-	-			-	-	-	-	100	-				
7.Examining the Annual Action Plan	-	2/20/2017	3/10/2017	T	-	-			-	-	100	-	-	-	-	-	-	-
				A	-	-			-	-	100	-	-	-				
8.Salary check and checking of GPS programme	-	2/20/2017	3/10/2017	T	-	-			-	-	100	-	-	-	-	-	-	-
				A	-	-			-	-	100	-	-	-				
9.Cheking of the SIGAS programme	-	2/20/2017	3/10/2017	T	-	-			-	-	100	-	-	-	-	-	-	-
				A	-	-			-	-	100	-	-	-				

Division: Internal Audit

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
							To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		10. Cheking of Imprest Account.	-	2/20/2017	3/10/2017	T A	- -			
	11. Checking of the Deposit Account.	-	2/20/2017	3/10/2017	T A	- -		- -	- -	- 100	- -	25 -	- -	75 -			
	12. Asset Control.	-	2/20/2017	3/10/2017	T A	- -		- -	- -	- 100	100 100	- -	- -	- -			
	13. Cheching of Audit Query documents	-	2/20/2017	3/10/2017	T A	- -		- -	- -	- 100	50 100	- -	- -	50 -			
	14. Checking of Petty Cash Impreset.	-	2017/20-Feb	3/10/2017	T A	- -		- -	- -	- 100	- 100	100 -	- -	- -			
	15. Cheching of advance register.		2017/20-Feb	3/10/2017	A T	- -		- -	- -	- 100	- 100	100 -	- -	- -			
	16. Checking of attendance register and leave.		4/1/2017	4/25/2017	T A	- -		- -	- -	- -	- 100	100 -	- -	- -			

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
							To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		17. Checking of expenditure ledger.	-	8/15/2017	8/30/2017	T A	- -			
		18. Checking of cash available with shroff and examining of documents, checking of safe and examination of cheques.	-	8/10/2017	8/30/2017	T A	- -	- -	- -	- -	- -	100 100	- -				
		19. Checking of payment vouchers.	-	2017/1-Feb	2017/15-Dec	T A	- -	- -	- -	24 -	24 -	24 30	28 20				
		20. Checking of attendance (register and leave).	-	4/20/2017	4/25/2017	T A	- -	- -	- -	- -	100 -	- -	- -				

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
							To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		21. Checking of attendance (register and leave).	-	4/20/2017	4/25/2017	T A	- -			
	22. Audit examinations of the Registrar General's Department	-	11/10/2017	12/31/2017	T A	- -	- -	- -	- -	14 -	16 -	16 -	54 100				
	Vehicle control and the checking of running charts .	-			T A	- -	- -	- -	- -	- -	- -	- -	- -				
	Checking of General deposit account.	-			T A	- -	- -	- -	- -	- -	- -	- -	- -				

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		Examination of Attendance register and leave.	-	2017/10-Nov	12/31/2017	T	-	-	-	-	-	-	-	Audit reports Internal Audit Division	Audit reports Internal Audit Division	Chief Internal Auditor and the Audit Staff	
		Checking of Personal files.	-			A	-	-	-	-	-	-	-				-
						T	-	-	-	-	-	-	-				-
						A	-	-	-	-	-	-	-				-
		Checking of Public Officers Advance Account and payment of loans/debts .	-			T	-	-	-	-	-	-	-				
				A	-	-	-	-	-	-	-	-					
		23. Conducting Audit and Management Committees- Ministry of Home Affairs.	-	11/10/2017	12/31/2017	T	-	-	-	-	-	-	-				
						A	-	-	-	-	-	-	-				
	24. Participating in Audit and Management Committees of the District Secretariats and Registrar General's Department.	-			T	-	-	-	-	-	-	-					
			A	-	-	-	-	-	-	-	-						

Division: Internal Audit

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By						
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4									
To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		Check Personal Files.	-	11/10/2017	12/31/2017	T	-	-	-	-	-	-	-	Audit Report	Internal Audit Division	Chief Internal Auditor and the Audit Staff							
			A			-	-	-	-	-	-	-											
		Payments of Public Officers' Advance Accounts and Loans.	-	11/10/2017	12/31/2017	T	-	-	-	-	-	-	-				Audit Report	Internal Audit Division	Chief Internal Auditor and the Audit Staff				
			A			-	-	-	-	-	-	-											
		Conduct the Audit and Management Committees - Ministry of Home Affairs.	-	1/1/2017	12/31/2017	T	-	-	-	-	25	25	25							25	Reports of Audit and Management Committee Meetings	Internal Audit Division	Chief Internal Auditor
			A			-	-	-	-	25	25	25	-										
Participating in Audit and Management Committees in District Secretariats and Registrar General's Department.		1/1/2017	12/31/2017	T					25	25	25	25	Reports of submitted to the Secretary.	Internal Audit Division	Chief Internal Auditor								
	A						34	31	19	4													

Policies	Strategies	Activities	Allocation / Actual Expenditure (Rs.)	Date of Commencement	Date of Completion	Target (T) / Actual (A)	Financial Targets (Rs.)				Physical Targets (%)				Output/Outcome or Indicator	Implementing Agency	Responsible By
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
							To report to the Secretary whether the activities of the Ministry and its institutions are taking place as has been planned in terms of financial regulations and in a way beneficial to the public.		<p>Performing other duties assigned by the Secretary.</p> <p>Contributing to Nila Mehewara programmes held in Kurunegala district.</p> <p>Participating in the activities of Nila Mehewara final ceremony held in Vavuniya District Secretariat.</p>		1/1/2017	12/31/2017					
				3/15/2017	3/16/2017												
				10/14/2017	10/22/2017												

Appropriation Account - 2017

Expenditure Head No : 121

Name of Ministry : Ministry of Home Affairs

Programme Number given in Annual Estimates	(1) Provision in Budget estimates Rs.	(2) Supplementary Provision and Supplementary Estimate Allocation Rs.	(3) Transfers in terms of F.R.66 and F.R.69 Rs.	(4) Total Net Provision (1+2+3) Rs.	(5) Total Expenditure Rs.	(6) Net Effect Savings/(Excesse s) (4-5) Rs.	Page No. (Reference to relevant DGSA 2 format)
	9,017,120,000	25,935,000	(126,561,000)	8,916,494,000	7,924,535,956	991,958,044	
01	770,000,000	3,312,177,000	126,561,000	4,208,738,000	2,588,685,573	1,620,052,427	2
02	12,005,000,000	1,811,920,000	-	13,816,920,000	6,694,174,888	7,122,745,112	3
	12,775,000,000	5,124,097,000	126,561,000	18,025,658,000	9,282,860,461	8,742,797,539	
	21,792,120,000	5,150,032,000	-	26,942,152,000	17,207,396,417	9,734,755,583	

Detailed Accounting Statements in DGSA format Numbers 2 to 10 presented in pages from 02 to 78 and other Notes presented in pages from 79 to 86 are integral parts of this Appropriation Account. We hereby certify that the figures in this account, other detailed Statements and Notes are correct and relevant Accounts were reconciled with Treasury Books of Accounts and found correct.



Chief Accounting Officer

Name : Neil de Alwis

Designatio : Secretary

Date : 28.03.2018

Neil de Alwis

Secretary

Ministry of Home Affairs

Independence Square

Colombo 07.

Chief Accountant :

Name

Date

: Tharaka Liyanapathirana

: 28.03.2018

THARAKA LIYANAPATHIRANA

Chief Accountant

Ministry of Home Affairs

Independence Square, Colombo 07