



Performance Report - 2020

State Ministry of Rural Housing and Construction & Building Materials Industries Promotion

2nd Floor, “Sethsiripaya”,

Battaramulla.

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1.1 Introduction

Following the establishment of new Ministries after the Presidential Election held on 16th November 2019, this Ministry functioned as the State Ministry of Housing under the Ministry of Urban Development, Water Supply and Housing Facilities as per Gazette Notification No. 2158/41 dated 17.01.2020.

Subsequently, with the Parliamentary election held on 05th August 2020, the subjects of the Ministries were revised and as per the Gazette Notification No. 2187/27 published on 09.08.2020, this Ministry currently functions as the State Ministry of Rural Housing and Construction and Building Materials Industries Promotion. The Ministry included the subject of Building Materials Industries Promotion in addition to the existing scope of housing and construction. In addition, according to the Extraordinary Gazette Notification issued on 09th August 2020, the Rehabilitation and Resettlement Division, which was a Cabinet Ministry, has also been included into the purview of this Ministry.

Further, the Condominium Management Authority, the State Development and Construction Corporation, and the Urban Settlement Development Authority, which have been under the Ministry for a long time, have been removed from the purview of this Ministry.

In implementing the policy statement of the new government, ‘Vistas of Prosperity and Splendour’, the key function of implementing the national programme of providing a comfortable home for all has been entrusted to this Ministry. For that, the “Obata Geyak – Ratata Hetak” housing programme was initiated in the year 2020 covering all Grama Niladhari divisions with the intention of solving the housing issues of low income earners.

Under this programme, a homeless low income family is provided with a grant of Rs.600,000 and the house is constructed with community participation. By the end of the year 2020, the construction of 9972 houses was commenced islandwide under this programme and out of that, 4772 houses were completed and handed over to the beneficiaries.

For the year 2020, an amount of Rs. 279,171 million development provision was allocated and even amongst the COVID 19 pandemic situation, we were enabled to achieve progress of 48.12% by spending Rs. 134,338 million out of that.

As well, programmes of providing financial grants and loans to families with financial difficulties for completion of partially built houses are carried out through the National Housing Development Authority.

Furthermore, we were enabled to initiate the programme of ‘Siyapatha multi-storey housing complex’ consisted of 100 housing units covering all electorates islandwide with the intention of solving housing issues of middle income earners in urban and semi-urban areas in accordance with the Vistas of Prosperity and Splendour policy statement and we were enabled to commence the basic activities of a single multi storey house in 9 districts within the year 2020 as its initial stage.

Providing solutions for the scarcity of skilled labour in the construction sector, we were enabled to implement many training programmes through the Construction Industry Development Authority and this year can be introduced as a year which the Ministry has been focusing its key attention for introducing simple methodologies for various approvals that need to be taken in the construction industry, and on market manipulation strategies to ensure that standard and quality construction materials are available at a more reasonable price.

When achieving the objectives mentioned in the national policy framework, the statutory institutions belonging to the public sector have confirmed their self-existence during the last year without burdening the general treasury. Therefore, the institutions under this Ministry such as Lanka Building Materials Corporation, National Equipment and Machinery Organization which were under loss for an extended period have been confirmed their existence without burdening the general treasury through the implementation of new business plans.

The scope of the Ministry has been further widened due to the merging of the Resettlement Division which was implemented for the persons displaced due to the conflicts that prevailed in Northern and Eastern provinces into this Ministry.

The Resettlement Division was entrusted under this Ministry by the Extraordinary gazette notification No. 2187/27 dated 09.08.2020. The Resettlement Division organizes and coordinates all the activities required for the resettlement of families displaced due to the conflicted situation that prevailed in Northern and Eastern provinces.

Institutions affiliated to the Ministry,

- National Housing Development Authority
- Ocean View Development (Private) Limited
- Middle Income Housing Programme
- Department of Buildings
- Department of Government Factory
- Construction Industry Development Authority
- State Engineering Corporation
- National Equipment and Machinery Organization
- Lanka Building Materials Corporation

1.2 Vision and Mission of the Ministry

Vision

“ Housing and sustainable construction for all ”

Mission

Providing national leadership for the sectors of rural housing and construction & building materials industries promotion; regulating the industries of rural housing and construction & building materials; assisting the national housing programme through financing, facilitating and consultancy; assisting the construction industry by the divisions of finance, technical, consultancy, machinery and materials; and supplying construction services, space and building maintenance services for public institutions is the mission of this Ministry.

Scope of the Ministry

Formulating policies and development plans to realize the objectives of the housing, construction and building materials industries promotion sector and making guidelines for the relevant institution involved in the sector.

1.3 Main subject areas coming under the purview of the Ministry

Housing and Development Division

1. Formulation of policies, rules, regulations, programmes and projects, monitoring and evaluation regarding the subject of housing.
2. Implementing housing schemes and housing financial assistance programmes for fulfilling housing requirements of people including low-income earners, middle-income earners and special community groups.
3. Activities relating to identification, acquisition, taking over, disposition of lands and issuing deeds for housing development needs.

Technical Division

1. Formulating policies, rules and regulations in respect of the subject of construction and evaluating same.
2. Providing facilities required for the maintenance of the construction industry.
3. Regulating and offering guidance to government departments and the authority in charge of construction under the Ministry.
4. Fulfilling the function of Standing Technical Committees for all Ministries and Departments of the government.

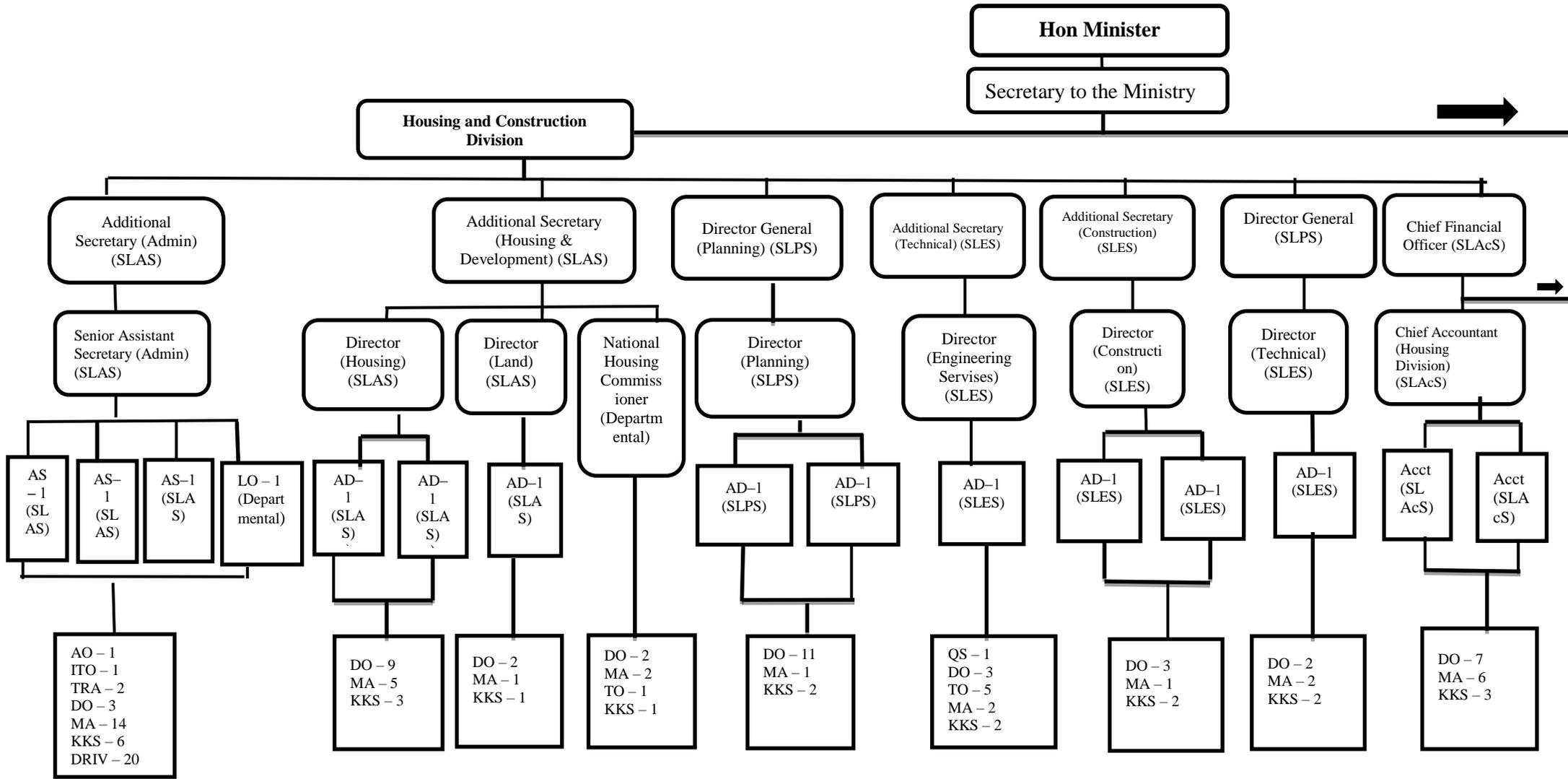
Construction Division

1. Coordinating the construction institutions under the purview of the Ministry and regulating progress.
2. Offering technical guidance in construction activities for nontechnical institutions under the Ministry.
3. Recommending Visa for foreign professionals and trained professionals related to the construction field.

Resettlement Division

1. Implementing rural housing construction programme for displaced families and providing necessary basic infrastructure.
2. Continuously implementing the demining programme.

1.4 Organizational structure of the Ministry and Human Resources Profile



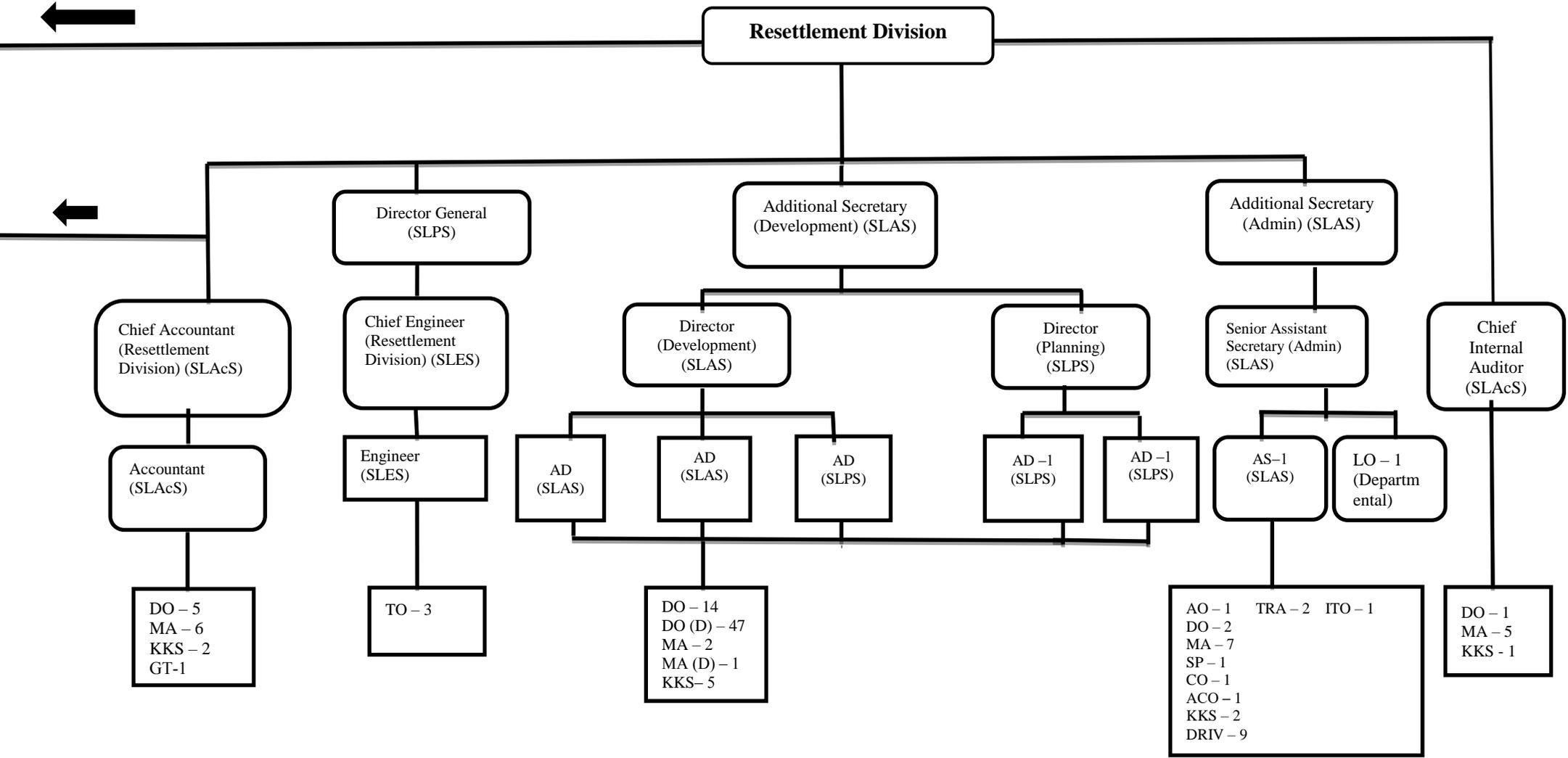
Act - Accountant
 DD - Deputy Director
 AS - Assistant Secretary
 AD - Assistant Director

LO - Legal Officer
 AO - Administrative Officer
 TRA - Translator
 ITO - Information Technology Officer

DO - Development Officer
 TO - Technical Officer
 QS - Quantity Surveyor
 MA - Management Assistant

DRIV - Drivers
 KKS - Karyala Karya Sahayaka

1.4 Organizational structure of the Ministry and Human Resources Profile



- | | | | | |
|--------------------------|--------------------------------------|---------------------------|-----------------------------|---------------------------------|
| Act - Accountant | LO - Legal Officer | DO - Development Officer | DRIV - Drivers | ACO - Assistant Camera Operator |
| DD - Deputy Director | AO - Administrative Officer | TO - Technical Officer | KKS - KaryalaKarya Sahayaka | SP - Still Photographer |
| AS - Assistant Secretary | TRA - Translator | CO - Camera Operator | VP - Video Photographer | |
| AD - Assistant Director | ITO - Information Technology Officer | MA - Management Assistant | GT - Graduate Trainee | |

1.5 Major Divisions and Subject Areas under the Ministry

1.5.1 Administrative Division

All the functions related to the general administration and human resources management of the State Ministry of Rural Housing and Construction & Building Materials Industries Promotion are the main functions of the Administrative division and preparing the environment required for that and effective management of physical resources. Also, all the establishment activities and human resources management of the institutions affiliated to the Ministry and the assistance for such activities are carried out by the Administrative Division.

Key Functions of the Administrative Division

1. All general administrative affairs of the Ministry and establishment and administrative affairs of all officers.
2. Establishment and administrative affairs of the staff of the Minister.
3. All establishment and administrative activities of the institutions affiliated with the Ministry which are carried out with the intervention of the Ministry.
4. Functioning as per the powers entrusted to the officers of the Administrative division under FR.135 concerning the financial management of the Ministry.
5. Preparing and submitting Cabinet Memoranda relevant to Administrative division and coordinating Cabinet office and other institutions.
6. Coordinating relevant matters related to the Parliament.
7. Coordinating activities relevant to referring officers for local and foreign training programmes relevant to human resources development.
8. Coordinating and supervision of annual reports, performance reports of the institutions affiliated with the Ministry.
9. Organizing meetings and special programmes.
10. Coordinating activities of improving methodologies relevant to the information technology of the Ministry.
11. Management of fixed assets and maintenance activities.

1.5.2 Planning Division

Guiding the Ministry and the institutions under the purview of the Ministry to achieve the progress in development activities as planned is the key function of the division. Creating awareness amongst the relevant parties and the general public by disseminating information about the development activities carried out in the housing, construction and building materials industries promotion sector is also included to it. Identifying the developmental needs of the housing, construction and building materials industries promotion sector and assisting to have the project proposals formulated by the affiliated institutions approved by the Ministry of Finance and Planning is also carried out by the Planning Division.

Key Functions of the Planning Division

1. Coordinating the activities in respect of drafting the action plan of the Ministry and affiliated institutions in line with the vision and the mission of the Ministry.
2. Forwarding the project proposals of the Ministry and affiliated institutions to the National Planning Department and coordinating relevant activities.

3. Compiling and reporting information related to development programmes
4. Following up and evaluating projects
5. Evaluating the progress of developmental activities of institutions under the purview of the Ministry as per the monthly and annual action plans.
6. Following up on the implementation of cabinet decisions relevant to the Ministry and affiliated institutions.
7. Preparing the annual Progress Report and Performance Report of the Ministry.
8. Organizing and following up on progress review meetings.
9. Coordinating foreign- funded housing projects with the relevant institutions.

1.5.3 Housing and Development Division

1.5.3.1 Housing Division

This division is responsible for formulating national policies, making plans, guiding, conducting follow-ups in the field of housing development to achieve the objectives of the housing sector, and offering guidance to institutions affiliated with the Ministry.

Key Functions of the Housing Division

1. Policy Formulation

- Formulating policies required for the advancement of the housing field.
- Preparation of Cabinet Memoranda and Notes to the Cabinet in relation to the field of housing development.
- Amendment of Acts and formulation of Regulations relevant to the housing field.
- Implementing policies relevant to the housing field in collaboration with other public sector institutions.

2. Housing Development

- Implementing “*Obata Geyak – Ratata Hetak*” housing programme islandwide for low-income earners.
- Implementing “*Siyapatha*” housing programme for middle-income families mainly under the Public- Private Partnership.
- Implementing the “*Mihindu Niwahana*” housing programme for the parents of Buddhist monks who are deprived of a suitable home for living.
- Implementing participatory housing loan / assistance programmes.
- Activities related to renovation and redevelopment of multi-storey housing.
- Coordinating housing projects with local and foreign investors.
- Implementing housing programmes in collaboration with other public sector agencies.
- Taking necessary measures for housing requirements submitted from the public.

3. Other Duties

- Conducting island-wide housing construction programs and celebrating World Habitat Day in parallel to World Habitat Day.
- Other activities in line with the UN-Habitat programme.

1.5.3.2 Land Division

As per Section 8(1) of the National Housing Development Authority Act No. 17 of 1979, the approval of the Hon. Minister shall be obtained to alienate a certain land, flat, house or other accommodation of the Authority. Accordingly, after obtaining the approval for the documents prepared and sent by the National Housing Development Authority to obtain the approval of the Hon. Minister for the issuance of housing / land deeds for the persons who have completed the payments, and forwarding those back to the National Housing Development Authority is done by this division. As well, identifying lands required for housing programmes, acquisition of lands by coordinating with relevant institutions and expediting the disposal process, taking actions on the issues and requests submitted regarding the subject of land is also carried out by this division.

Key Functions of the Land Division

1. Activities relating to acquisition / transfer of lands for the purpose of housing development.
2. Activities pertaining to disposal of lands for housing purposes.
3. Transferring legal ownership of lands/housing to their occupants under section 8(1) of the National Housing Development Authority Act.

Middle Income Project Unit

The objective of this programme is to construct houses with the participation of the public and private sector with the aim of providing houses for an affordable price for middle income earners. The lands required for that are provided by the government and infrastructure up to the housing project is provided by the service providing line institution and the Ministry. Constructing houses in this housing project and the sale of those houses is the role of the investor who invests finances for this housing project.

1.5.3.3 National Housing Commissioner's Division

This division executes powers and functions proclaimed under the Ceiling on Housing Property Law No. 01 of 1973. It also carries out certain functions under the Rent Act No. 7 of 1972.

Key Functions of the National Housing Commissioner's Division

1. Granting deeds for tenants.
2. Paying compensation to owners of houses acquired by the government.
3. Resolving problems arisen in respect of areas reserved for common amenities.

1.5.4 Technical Division

1.5.4.1 Technical Division

Provides support, coordination and technical guidance to the activities of the Construction Industry Development Authority, Department of Buildings and Department of Government Factory affiliated to the Ministry. Accordingly, progress review meetings regarding all institutions are conducted separately within the Ministry.

Primarily, this Ministry is responsible for making arrangements for the development of the construction industry and guide institutions to create a qualitative and environmentally friendly construction industry. The technical division is primarily involved in this.

Key Functions of the Technical Division

1. Formulating policies required for the advancement of the field of construction.
2. Activities regarding Bills and Acts relevant to the construction sector.

3. Regulating the construction industry affiliated to the Technical Division and directing engineering service providers for the advancement of the construction industry.
4. Taking measures to prepare the labour force required for the construction industry.
5. Directing institutions affiliated to the Ministry to equip professionals and builders with skills and knowledge and to carry out quality construction.
6. Taking action to submit Cabinet papers when necessary.

1.5.4.2 Engineering Services Division

This division assists in controlling the total construction cost of the entire construction industry by setting reasonable and affordable prices for construction projects and assisting in the selection of contractors transparently according to reasonable prices for construction projects of the institutions under the Ministry.

Key Functions of the Engineering Services Division

1. Granting the approval of the Standing Technical Committee on Construction of Government Institutions.
2. Granting Ministry approval for contract variations.
3. Dealing with the Procurement Committees appointed by the Cabinet of Ministers.
4. Giving the decisions of the Ministry Procurement Committee.
5. Maintaining databases regarding the prices related to the construction field.
6. Taking action to submit Cabinet papers when necessary.

1.5.5 Construction Division

This Division was established after the appointment of an Additional Secretary on 29.05.2019.

Coordinating the construction work carried out primarily by the State Engineering Corporation, National Machinery Corporation, Building Materials Corporation Limited, National Housing Development Authority, Middle Income Housing and Infrastructure Development Accelerated Program at the Ministry level is the main role assigned after the establishment of the Additional Secretary Construction Division in this Ministry.

Key Functions of the Construction Division

1. Reviewing the progress of the relevant institutions.
2. Dealing with arrears of relevant institutions.
3. Supervision of the construction sector.
4. Providing advisory services.
5. Preparation of Cabinet Memoranda.
6. Coordinating procurement and contract activities.
7. Providing observations for Cabinet Memoranda.
8. Providing recommendations to the Department of Immigration and Emigration to obtain visas for foreign experts in the field of construction without prejudicing skilled locals.

1.5.6 Finance Division

Provision of financial resources and consultancy services required for the attainment of the objectives of the Ministry and institutions coming under its purview and giving instructions on systems and control methods needed for more efficient and effective deployment of such resources are the main functions of this division.

Key Functions of the Finance Division

1. Implementing an efficient and effective financial management system in the Ministry.
2. Appointing procurement committees for institutions under the purview of the Ministry.
3. Giving instructions and offering guidance to the Ministry and institutions thereunder on financial management, financial planning, budgeting, assets management and purchasing, and management.
4. Maintaining coordination with the Ministry of Finance and securing financial provisions from the Treasury for the attainment of objectives of the Ministry and disbursing such provisions amongst institutions under the Ministry.
5. Preparing annual budgets for the Ministry and institutions under the Ministry to achieve the objectives of the Ministry and conducting budgetary controlling activities throughout the year.
6. Reporting the expenditure of the money allocated to the Ministry and institutions under the Ministry through annual Appropriation Acts and submitting financial statements monthly and annually to the relevant institutions.
7. Maintaining proper coordination with the government audit division and internal audit division and implementing internal control methods proposed by those divisions.
8. Formally conducting all procurement activities of the Ministry.

1.5.7 Internal Audit Division

Establishing sound financial administration and proper management to convert the expected goals of the institutions into reality.

Participating in the financial administration and management activities of the Ministry and institutions under its purview and assisting them by offering guidance and giving instructions to carry out such activities more systematically and efficiently

Key Functions of the Internal Audit Division

1. Coordinating and following up audit activities of the Ministry and institutions affiliated to the Ministry.
2. Taking action to minimize problematic situations of the Ministry and institutions affiliated to the Ministry through the meetings of the Audit and Management Committee.
3. Assisting in the minimization of problems of institutions through audits and inquiries.
4. Following up on the implementation of the recommendations and directives of the Committee on Public Enterprises and the Committee on Public Accounts.

1.5.8 Resettlement Division

The Resettlement Division was entrusted under this Ministry by the extraordinary gazette notification No. 2187/27 dated 09.08.2020. The Resettlement division organizes and coordinates all the activities required for resettlement of families displaced due to the conflicted situation that prevailed in North and East.

Accordingly, this division has so far resettled 565,335 persons belonging to 176,143 families in Northern Province, and 338,306 persons belonging to 91,310 families in Eastern Province in their original places or in alternative places and has taken necessary measures to uplift their living condition.

Further, 11,551 persons belonging to 4,182 families are to be resettled. In addition to that, this division also resettles families who returned to Sri Lanka in their places of origin from among the families who fled to India due to the conflict. There, the required houses and other basic infrastructure are also provided for them.

Further, this division conducts the de-mining activities in the Northern and Eastern Provinces together with the Sri Lanka Army and nongovernmental organizations (Mines Advisory Group, HALO Trust, Delvon Assistance for Social Harmony, SKAVITA Humanitarian Assistance and Relief Project) and takes necessary measures to return the lands to the public.

By now, an area of 1302.24 square kilometers has been cleared and released for resettlement and development activities. Further, an area of 14.15 square kilometers is remaining to be cleared in Kilinochchi and Mullaitivu Districts.

Key Functions of the Resettlement Division

1. Constructing permanent houses for the resettlement of families displaced due to the conflicted situation prevailed in North and East.
2. Implementing permanent housing construction programmes by purchasing lands on government assistance for the landless families displaced due to the conflicted situation and are currently living in welfare centers in the Jaffna district.
3. Providing basic infrastructure required for the resettlement of displaced families.
 - Providing drinking water facilities.
 - Providing domestic electricity connections.
 - Renovating damaged houses.
 - Providing sanitary facilities.
 - Constructing internal access roads in the areas where displaced families are residing.
 - Constructing and renovating damaged school buildings, pre-schools and health centers.
4. Directing the clearance process of mines and explosives according to the international standard and releasing lands for resettlement of displaced families and for development purposes.
5. Coordinating local and foreign non-governmental organizations which facilitate resettlement activities.
6. Implementing livelihood programmes for uplifting the living conditions of displaced persons.

1.6 Institutions and Project Units under the Purview of the Ministry

1.6.1 National Housing Development Authority



The National Housing Development Authority, established by the National Housing Development Authority Act No. 17 of 1979, facilitates, stimulates and coordinates to ensure every citizen of Sri Lanka living happily in a comfortable home with the intention of realizing the “Vistas of Prosperity and Splendour” policy statement. It has also taken actions to implement the “Obata Geyak – Ratata Hetak” programme to fulfill the housing requirement of low-income earning families and has also implement Siyapatha / Sapiri Mahal Nivasa programme to provide houses for an affordable price for middle-income earners. The National Housing Development Authority, which has an approved cadre of 2164, currently has a true staff of 1970 including 1655 permanent staff, and temporary and contract staff and it has decentralized its activities to make its services more accessible to the public through its head office in Colombo 02 and 25 district offices established covering all 25 districts and 8 sub-offices in addition to 2 Colombo city offices.

1.6.2 Ocean View Development Private Limited



The Ocean View Development Private Limited, established with the capital shares of the National Housing Development Authority and Urban Development Authority by the Act No. 1982/17 on 13th July 1994 has been re-registered under the New Companies Act No. 2007/7 by registration No. PV 17667.

Providing an immediate, high quality, standard service to the customer based on reliability as a government agency excelling in property development and property management and efficiency as a private company, constructing single houses as well as housing projects suitable for the requirement of the customer and marketing them for a reasonable price based on the market competition.

1.6.3 Middle Income and Infrastructure Development Accelerated Programme Coordinating Unit



This programme introduced in the year 2016 is geared towards providing a house equipped with modern amenities to middle-income earning salaried employees of the public and private sectors and the programme will specifically cater to those without a home of their own. It also aims to better their social existence and economic wellbeing.

1.6.4 Department of Buildings



The Department of Buildings which was founded as the Government Works Department in the year 1849 was established as an “A” grade department in 1969 and with the abolition of the Government Works Department, it is considered as the sole authority and consultancy institution in the field of construction of government buildings.

With 07 district engineer offices, it renders an immense service in the construction of buildings in the public sector across the island through architectural and engineering designs, maintenance, project management and provision of technical instructions.

It was awarded ISO 9001:2008 quality certification.

1.6.5 Department of Government Factory



The Department of Government Factory was established on Gaspa Junction, Colombo in the year 1849 by the then British empire. It was shifted to the present location at Kolonnawa in the year 1928, as the mechanical workshop of the Public Works Department to provide all mechanical engineering works for the public and private sector. In the year 1971, the Department of Government Factory was named as a Class “A” Department.

Currently, the Department of Government Factory constructs, provides, fixes and maintains water management gates for the Department of Irrigation, makes date stamps and bits for date/month/year for the Department of Posts, creates numerals and surgeon strips for the police constables of the Department of Police, creates and supplies wooden furniture, construct water refinery tanks for the Water Supply Board, fixes welcome podiums for state ceremonies, creating and fixing iron bridges for the Road Development Authority, aluminium partitioning and fixing name boards in institutions, servicing and maintenance of vehicles of public institutions, makes and supplies goods made out of cast iron including brake pads for the Sri Lanka Railway Service, creates and supplies wooden and iron made hospital equipment, maintaining boilers and gas tube systems, and providing practical training for technical institutions, university students and engineers.

It was awarded ISO 9001 / 2015 quality certification.

1.6.6 Construction Industry Development Authority



The Institute of Construction Training and Development (ICTAD) was converted into the Construction Industry Development Authority under the provisions of the Construction Industry Development Act No. 33 of 2014. The prime objective of this Act is to regulate, register, formalize and standardize the activities of the construction industry.

The Act has provided for the establishment of the National Advisory Council on construction, the establishment of the Construction Industry Development Fund, provides measures for the improvement and wellbeing of the industry-related professionals, manufacturers, suppliers, contractors and craftsmen and for the settlement of disputes related to construction activities: to ensure public safety in the construction industry.

1.6.7 State Engineering Corporation



The State Engineering Corporation, a semi-government institution functioning under the purview of the Ministry of Housing and Construction. The Corporation's main functions include the provision of construction consultancy services, the provision of engineering services for constructions, provision of construction machinery, planning and designing, manufacturing precast and prestressed concrete accessories, provision of training and conducting research.

It was awarded ISO 9001:2000 quality certification in 2009 and more recently it received ISO 14001:2004 environmental management certification.

1.6.8 National Equipment and Machinery Organization



The National Equipment and Machinery Organization (NEMO) was established in 1992 under the National Housing Development Authority (NHDA) to provide equipment and machinery to government organizations. In 2011 the NEMO was brought under the State Engineering Corporation of Sri Lanka (SEC) as the Equipment and Machinery Division and in January 2016 the NEMO was once again made an individual organization by a Cabinet approval.

NEMO is progressively moving forward with specialized contracts awarded by the Departments of Wild Life, Zoological, Irrigation, Coast Conservation and Railway. The staff consists of employees including printing professionals, skilled workers and labourers. Further, it has a fleet of heavy machinery, island-wide depot system which caters to all the districts of the country and fully-fledged mechanical workshops in all provinces of the country.

1.6.9 Building Materials Corporation



Building Materials Corporation (BMC) was established in 1971 under the "Sri Lanka State Trading Corporations Act" No. 33 of 1970. Thereafter in September 1992, the corporation was converted into a 100% government owned limited liability public company under the "Conversion of Public Corporations or Government Owned Business Undertakings into Public Companies Act" No. 23 of 1987. The institution was re-registered in March 2010 under the Companies Act No. 07 of 2007.

The BMC, which consists of 16 external branches, provides the opportunity for supplying building materials and equipment islandwide with a higher standard and price regulation for the customers and this allows customers to select all building materials and equipment from a variety of suppliers under one roof.

1.7 Foreign Funded Projects

There are five development projects implemented by the Ministry under the Indian government assistance.

Project	Financial value	Project period	Project objectives
Ven. Maduluwawe Sobitha Nahimigama project (Vilachchiya)	Rs. 300 Mn	2018-2019 (Construction has been temporarily halted due to an issue of the contract company. Actions are being taken to commence immediately)	Providing houses and basic social infrastructure facilities to 153 poor families in the Elapathgama Grama Niladhari Division in the Vilachchiya Divisional Secretariat in Anuradhapura district.
Southern province model village project I	Rs. 300 Mn	2017-2020 (Necessary actions are being taken to extend the duration)	Constructing houses for 600 poor families on participatory approach.
Island-wide model village project	Rs. 300 Mn	2017-2020 (Duration has been extended)	Constructing houses for 600 poor families on participatory approach.
Southern province model village project II	Rs. 300 Mn	2018-2021	Constructing houses for 600 poor families on participatory approach.
Northern province model village project	Rs. 300 Mn	2018-2021	Constructing houses for 600 poor families on participatory approach.

Chapter 2

2020 Progress and 2021 Outlook (Division wise)

2.1 - Administrative Division

2020 Progress

- ❖ **Has been established as the State Ministry of Housing and Construction & Building Materials Industries Promotion by the Extraordinary gazette notification No. 2187/27 dated 09.08.2020.**

Accordingly, the Displaced Persons Resettlement Division also combined with this Ministry. Considering all those matters, a revised new cadre was prepared for this Ministry and submitted to the Management Services Department, and the approval for that was granted by the Management Services Department on 04.09.2020.

- ❖ **Necessary actions were taken to appoint the private staff of the State Minister of this Ministry appointed on 14th August 2020.**

❖ Personal File Management

All matters related to personal files, such as providing annual salary increments, confirmation in the service, promotions, transfers, appointing for acting posts and retirement from the public service of all officers relevant to this Ministry have been carried out without delay.

❖ Financial Management

In accordance with the powers assigned by the Secretary to the Ministry under Financial Regulation 135, granting the approval and recommendations after inspecting the accuracy of all expenditure payment vouchers, distress loans / special advance requests received to the Administrative Division have been done without delay.

❖ Cabinet Memoranda

Twenty Cabinet Memoranda received from other divisions and 09 Cabinet Memoranda prepared in respect of the Administrative Division in the year 2020 were coordinated for the submission of Cabinet approval and 75 Cabinet decisions received to the Ministry have been referred to the Heads of Departments of the Ministry and to the Heads of Institutions under the Ministry.

Answers for 17 parliamentary questions have been submitted and the relevant answers were referred to the Parliament and to the Members of Parliament who seek answers.

❖ Performance Reports of the Institutions under the Ministry

Following actions were taken in respect of the submission of the Annual Reports / Performance Reports of the following institutions which had been delayed to be submitted during the past years to the Parliament.

1. Department of Government Factory

- Performance Reports of the years 2016, 2017, 2018 and 2019 have been submitted to the Parliament.

2. Department of Buildings

- Performance Report of the year 2018 has been submitted to the Parliament.
- Performance Report of the year 2019 has been prepared to be submitted to the Parliament.

3. Construction Industry Development Authority

- Annual Report of the year 2016 has been submitted to the Parliament.
- Annual Report of the year 2017 has been submitted for the approval of the Cabinet of Ministers.
- Approval of the Cabinet of Ministers has received for the Annual Report of the year 2018 and measures are being taken to submit to the Parliament.

4. National Housing Development Authority

- Annual Report of the year 2016 has been submitted to the Parliament.
- Necessary actions have taken to submit the Annual Report of the year 2017 to the Cabinet of Ministers.

5. State Engineering Corporation

- Actions have been taken to submit the Annual Report of the year 2016 to the Parliament.

6. Condominium Management Authority and State Development and Construction Corporation which were previously under this Ministry

- Condominium Management Authority - Annual Report of the year 2016 has been submitted to the relevant Ministry to submit to the Parliament after obtaining the approval of the Cabinet of Ministers.
- State Development and Construction Corporation - Approval of the Cabinet of Ministers was obtained for the Annual Reports of the years 2016, 2017 and 2018 and referred to the relevant Ministry.

It has been informed to take measures to submit the further delayed reports of all the institutions under the Ministry expeditiously.

7. Fixed Assets Management

Maintenance activities of 37 vehicles of the Housing and Construction Division have been conducted successfully and an amount of Rs.5,209,431.06 has been incurred for vehicle repairing, servicing, other services, tires and battery fixing, and insuring.

Also, an amount of Rs.1,551,185.31 has been incurred for air conditioning machines, photocopy machines, computers, printers and fax machines, fingerprint machines, software, intercom system, building maintenance and renovations, of the Ministry.

8. Training Programmes

Programmes regarding management were conducted for 51 officers with the view of broadening subject knowledge and developing attitudes of the officers of this Ministry. In addition to that, two non-staff grade officers have participated in subjective training programmes conducted by various government and semi-government institutions. However it was difficult to conduct the planned 12 hours training programme for all officers due to the prevailing COVID – 19 situation, 5 training sessions were conducted within the Ministry even amidst such condition.

9. Human Resources Management of the Institutions under the Ministry

Coordinating activities have been carried out as follows for human resources management of the institutions under the Ministry.

- Steps have been taken to appoint Chairpersons and Board of Directors for the statutory institutions under this Ministry.
- Necessary actions have been taken to obtain the approval for a new recruitment procedure from the Management Services Department for the Housing Development Authority.
- Necessary approval, instructions and assistance have been provided to fill the vacancies of the Housing Development Authority.
- Approval of the Ministry has been provided for recruitments for essential posts of the State Engineering Corporation.
- The Department of Management Services was referred to resolve problematic conditions that existed in the recruitment procedure of the State Engineering Corporation.
- The decision regarding the voluntary retirement of the employees of the National Equipment and Machinery Organization as per the Cabinet Memorandum No. CP/19/2721/122/056 iii was not implemented in the year 2019 and actions are taken to implement this decision from April 2020. Accordingly, necessary actions have been taken to retire 113 employees of the National Equipment and Machinery Organization voluntarily.
- The approval has been granted to recruit for vacant posts of the Construction Industry Development Authority.
- Actions have been taken to appoint members of the advisory committee of the Construction Industry Development Authority.
- Five recruitment procedures of the Department of Government Factory and Department of Buildings have been submitted to the Public Services Commission.
- The approval has been requested for a permanent staff for the Lanka Building Materials Corporation. Until it approves, necessary actions were taken to obtain the approval from the Department of Management Services to make recruitments for essential posts on contract basis.

10. Responding to public requests

Relevant to the year 2020, 1979 public requests and 12 requests relevant to political victimization were received to the Administrative division of this Ministry from Presidential Secretariat and Office of the Prime Minister. Public requests are received mainly regarding the field of housing and 1917 such requests have been referred to the Housing Division. As well, establishment issues and vocational issues of the employees are directly referred to the relevant institution and actions are taken to inform the applicants according to the reply received.

Measures are taken to address above public requests without delay and to provide solutions regarding establishment and vocational issues.

11. Meetings

Ten meetings have been conducted within the year 2020 as Staff meetings and special meetings and all heads of divisions and heads of institutions have been informed to implement the decisions taken thereon.

12. Organizing special programmes

Organized the following special programmes,

- Commencement of duties for the year 2020 – 01.01.2020

- New State Minister assuming duties on 14th August 2020
- New Secretary to the State Ministry assuming duties on 27th August 2020

13. Implementing Right to Information Act

Referring and coordinating ten information requests relevant to Right to Information Act to relevant divisions.

2021 Outlook

Online databases have been prepared at the present with the participation of the Information Technology Officer to expand information technology activities required to facilitate and maintain the functions of the Ministry efficiently and work of a number of software databases, such as public data management systems, mail information management systems, file management systems, and archives data management systems have already begun.

It is expected to prepare an internal office plan to create a better working environment in the Ministry for the year 2021 and necessary steps are expected to be taken accordingly to change the existing office plan.

2.2 – Planning Division

2020 Progress

❖ Annual Action Plan

It is the responsibility of the Planning Division to prepare the Annual Action Plan every year incorporating development programmes of the Ministry and its affiliated institutions and activities relating to projects and estimates thereof and in the year 2020 too, the Annual Action Plan of the Ministry as well as its affiliated institutions was prepared.

❖ Progress Review Meetings

Although progress review meetings on the National Housing Programme were organized under the precedence of the Hon. Minister in charge of the subject to monitor and evaluate the proper implementation of development programmes as per the Annual Action Plan, and two monthly progress review meetings were organized by the Housing and Construction Division, most of them could not be held due to the Covid 19 situation.

❖ Coordinating Progress Reports

Four progress reports were submitted as monthly to the Ministry of Urban Development, Housing and Water Management which is the Cabinet Ministry of this Ministry, and quarterly to the Department of Project Management and Operations.

❖ Obtaining Foreign Funds for Development Projects

By the end of the year 2020, there were 5 foreign funded projects implemented by this Ministry. All these projects were funded by the government of India.

The Ven. Maduluwawe Sobitha Nahimigama project, Elapathgama in the Vilachchiya Divisional Secretariat which commenced its construction on 26th July 2018 could not be completed owing to the weakness of the construction contract company. By the end of year 2020, the financial progress and the physical progress of that project was recorded as Rs.47 million and 30% respectively. Accordingly, the project steering committee gave recommendations to the High Commission of

India to cancel the contract agreement and to hand over the constructions to another suitable contractor. All the above projects granted by the government of India are worth Rs.300 million each.

2021 Outlook

The Ministry enabled to submit 12 project proposals, planned to be implemented in the housing and construction sectors, to the Department of National Planning for obtaining treasury funds with a view to obtaining the recommendations of the Department of National Planning for development programmes and projects expected to be implemented by the institutions affiliated to the Ministry in the year 2021. The amount requested from these new project proposals is Rs. 2180 million.

2.3 - Housing and Development Division

2.3.1 Housing Division

2020 Progress

❖ “Obata Geyak – Ratata Hetak” Housing Programme

“Obata Geyak – Ratata Hetak” housing program is being implemented with the aim of creating a productive citizen and a happy family by enabling every family in Sri Lanka to live in a comfortable home.

Under the first phase of this program, a low income family living in a temporary house in each Grama Niladhari Division will be selected on a priority basis and a grant of up to a maximum of Rs. 06 lakhs was provided in 5 stages based on the construction progress.

The total target of "Obata Geyak – Ratata Hetak" housing program is 14,022 housing units. Construction of 9,972 houses commenced in the year 2020 and the construction of 4,027 houses was completed. This program will be implemented island wide through the National Housing Development Authority.

❖ Cabinet Memoranda / Notes to the Cabinet related to Housing Projects

Submission of Cabinet Memoranda and Notes to the Cabinet related to the subject of Housing to the Cabinet of Ministers during the year 2020. (Six Cabinet Memoranda and Notes to the Cabinet have been submitted to the Cabinet of Ministers during the year 2020).

❖ World Habitat Day - 2020

According to a resolution adopted at the 1985 Annual Session, the United Nations has declared the first Monday in October of each year as World Habitat Day every year since 1986. Accordingly, during the last 33 years, World Habitat Day has been celebrated under various themes related to the field of housing and settlements.

The Ministry in charge of the subject of Housing is the Sri Lankan agency for the United Nations Human Settlements Program (UN-Habitat) which implements World Habitat Day worldwide.

Accordingly, without limiting the World Habitat Day for a day, for a week or for a month, the Ministry and its affiliated institutions took measures to realize the theme “Housing for All : A Better Urban Future” and to implement the Vistas of Prosperity and Splendour, the government’s policy and make its results available to the public.

Development programmes, community awareness programmes, children's programmes, entrepreneurship promotion programmes etc. were carried out for this purpose. Followings are some of those programmes.

- Handing over of other constructed houses including the completed houses under 'Obata Geyak – Ratata Hetak' programme to the public, / commencement of identified new houses (island wide).
- Conducting children's programmes on the theme of World Habitat Day (An island wide art competition).
- Carrying out enterprise promotion programmes for urban low income earners - street food, handicrafts, apparel and other design promotion programmes (covering the whole island)
- Conducting community leadership workshop for urban underprivileged people (evaluating and encouraging community leaders)
- Awareness programmes, lectures and workshops, counseling programmes, community participation programmes
- Providing funds for the supply of electricity to the *Guru Gammana* project at Ranpokunugama, Attanagalla, Gampaha and for renovating internal roads.

Despite all arrangements made to celebrate the World Habitat Day National Programme on 05.10.2020 at Temple Trees, it was canceled on 04.10.2020 due to the Covid pandemic.

World Habitat Day - 2021 falls on 04.10.2021 and programmes on that regard will be planned in the future with the participation of relevant institutions.

❖ **Preparing Answers to Parliamentary Questions related to the field of Housing Development**

Replies for 09 parliamentary questions for oral answers from the Hon. Minister for the year 2020 has been prepared and submitted. Relevant answers have been prepared in consultation with the relevant institutions including the National Housing Development Authority and the reply for the relevant Parliamentary Question has been submitted after obtaining the approval of the Hon. Minister.

❖ **Public Requests**

All public requests received from the Presidential Secretariat, Prime Minister's Office, other institutions and directly to this Ministry are forwarded to the relevant institutions and the applicants are informed accordingly. Accordingly, 4890 public requests for the year 2020 have been received and they have been forwarded to the relevant institutions and the applicants have been informed.

❖ **Revising the Rent Act No. 07 of 1972**

An expert committee was appointed to draft a new bill to create a new legal mechanism to ensure the proper functioning of the rental market as per the 2018 budget proposal. Accordingly, the new bill amended by the legal draftsman in consultation with the relevant officials, parties and the Legal Draftsman's Department has been referred to this Ministry and further action will be taken after discussion with the relevant stakeholders.

❖ **Development of Middle Class Housing and Infrastructure**

Multi-storey housing construction project for middle income public and private sector employees is implemented through the National Housing Development Authority under the State Ministry of Rural Housing and Construction and Building Materials Industries Promotion centering major cities, expressway entrances, suburbs near main roads and railway stations. Under this project, it is

expected to provide a fully facilitated flat with subsidized loan facilities especially to middle income earners working in the public and private sectors.

Lands are provided by the government for this purpose and the infrastructure facilities up to the housing project are provided by the Line Ministry and the institutions that provide those services. Designing, construction and sale of the houses of this housing programme is the role of the investor who invests finances in the housing project and it is supervised by the State Ministry of Rural Housing and Construction and Building Materials Industries Promotion together with National Housing Development Authority. From every housing project which construction has commenced, 80% of the number of housing units to be constructed will be allocated to middle income earners, and the houses in the housing projects that have already been constructed have been provided to the beneficiaries at a cost of Rs. 05 million. The investor is allowed to sell the remaining 20% housing units on the market demand.

Construction of 4 housing projects has already been commenced under this programme and 2 of them have been vested with the public.

Housing programs that have already been vested with the public

Green Valley Housing Project	-	Athurugiriya (352 houses)
Mount Clifford Project (Phase 1)	-	Homagama (688 houses)
[Mount Clifford Project It is scheduled to be completed in July 2021]	-	Phase 2 (142 houses)

Housing projects currently under construction,

Sea Breeze Housing Project	-	Wadduwa (196 houses)
Lavanya Heights Project	-	Ragama (134 houses)

Housing programmes proposed to be commenced,

Iskagara Watta - Kundasale (330 houses), Denver Watta - Mawathagama (500 houses), Alisten Watta - Beruwala (150 houses), Mohoppuge Watta - Beruwala (150 houses), Gamuda Land - Hingurakgoda (150 houses), Ceylon Metal Land - Yakkala (340 houses), Rata Lanka Watta - Kamburupitiya (300 houses), Soysa Watta - Ingiriya (150 houses), Gallella - Polonnaruwa (100 houses), Maguruoya Watta land - Kurunegala (400 houses)

2021 Outlook

❖ Project of constructing 100 middle income houses (multi-storey housing) in each electorate - "Siyapatha Housing Programme"

According to His Excellency the President's "Vistas of Prosperity and Splendour" policy statement, measures are being taken to provide affordable multi-storey housing suitable for the income of the middle class under the program of providing comfortable housing to every family.

Accordingly, it is expected to construct 16,000 houses in 160 electorates island wide as multi-storey housing consisted of 100 housing units targeting middle income earners in every electorate with the objective of providing housing to middle income families who are homeless and in need of living in urban areas durably.

Under this programme, it is expected to construct multi-storey houses or cluster houses in urban areas as per local demand, targeting middle class families who are homeless or permanently residing in the area on rent/lease basis.

The housing scheme for the middle class is expected to be implemented as a public-private partnership programme and at the same time, it is proposed to implement a loan programme with the intervention of state banks enabling the beneficiaries to repay within an extended period of time. Since the lands owned by the National Housing Development Authority or suitable state lands are expected to be utilized for this purpose, no additional cost need to be incurred for lands.

As the first step, work is underway to construct nine multi-storey housing projects in nine provinces.

❖ **Mihindu Niwahana Housing Project**

"Mihindu Niwahana" Housing Assistance Programme is implemented to meet the housing needs of parents who have donated their children to the Buddha Sasana, and who experience economic hardships and are without houses or own partially constructed houses.

The "Mihindu Niwahana" Steering Committee has been appointed for more successful and efficient implementation this programme, which is implemented in collaboration with the State Ministry of Rural Housing and Construction and Building Materials Industries Promotion, Ministry of Buddha Sasana, Religious and Cultural Affairs, National Housing Development Authority, and the Department of Buddhist Affairs.

According to the demand received for this programme, a maximum of 2000 new and improved houses are expected to be constructed from the year 2021 as the initial phase. Priority will be given to Divisional Secretariats where a higher number of parents whose children have been ordained are residing.

The "Mihindu Niwahana" housing programme is expected to be implemented as a sub programme of the "Obata Geyak – Ratata Hetak" housing programme implemented by this Ministry. Accordingly, it is proposed to provide financial assistance of Rs. 600,000.00 for the construction of a new house and up to a maximum of Rs. 600,000.00 for the completion of a partially completed house to identified beneficiaries as recommended by the Technical Officers of the National Housing Development Authority. (In addition, a cash contribution can be made from the relevant temple as much as possible)

2.3.2 Land Division

Condominium declaration can be registered after the Department of Buildings inspects and issues a certificate of fitness from the housing schemes for which the Condominium declarations are required in order to issue deeds in accordance with the provisions of the Apartment Ownership (Special Provisions) Act No. 23 of 2018. Accordingly, the number of housing units inspected by the Building Department last year was 923.

❖ Referring 80 public requests received for resolving land related issues to relevant sections.

❖ **Cabinet Memorandum 01.**

Joint Cabinet Memorandum of the Ministry of Plantation Industries and the Ministry of Housing, Construction and Cultural Affairs on the handing over the possession of 5 acres to the National Housing Development Authority for the lower and middle class housing scheme at Scrub Estate II in the Oliphant Estate, Nuwara Eliya.

❖ Maintaining a list of lands belonging to all the departments under the Ministry.

- ❖ Giving recommendation to Land Commissioner, Divisional Secretary and relevant departments for land acquisition - 27 requests
- ❖ Identifying lands for Siyapatha Housing Scheme (around 15 districts and 60 lands).
- ❖ 1004 deeds have been issued for 25 districts by the year 2020.

2.3.3 - National Housing Commissioner's Division

2020 Progress

As per the powers and responsibilities vested in under the Ceiling on Housing Property Law No. 1 of 1973, the National Housing Commissioner's Division of the State Ministry of Rural Housing and Construction & Building Material Industries Promotion,

- Issues deeds for tenants.
- Grants compensation for the owners of houses taken over by the National Housing Commissioner.
- Resolves issues arising from time to time in respect of property allotted for public facilities.

Since the post of National Housing Commissioner was vacant from 01.01.2020 to 01.03.2020 and due to the prevailing situation in the country due to Covid 19 disease since 16.03.2020, the activities of the National Housing Commissioner's Division were hampered and no field investigations and investigations relevant to confirming the ownership were carried out.

Therefore, providing solutions for the issues of the public who visited the office and received in writing was carried out during the period from 01.01.2020 to 31.12.2020 and 01 freehold deed has been issued under the Ceiling on Housing Property Law No. 1 of 1973. Also, in the year 2020, the National Housing Commissioner's Division has received 544 official letters and 139 individuals have visited the National Housing Commissioner in relation to various issues. As well, 33 plans have been issued. Further, activities such as appearing before various courts as a witness, preparation of documents for judicial proceedings, carrying out relevant court matters with the Attorney General, involving in the process of amending the Rent Act No. 07 of 1972 were carried out.

2021 Outlook

- ❖ Accelerate the issuance of delayed deeds through the appointment of the Ceiling on Housing Property Review Board and Valuation Board under the Ceiling on Housing Property Law No. 1 of 1973, which are currently vacant.
- ❖ Carrying out relevant activities to issue deeds to the residents by resolving the issues related to condominium property, assigned to the National Housing Commissioner, in accordance with the provisions of the Apartment Ownership (Special Provisions) Act No. 23 of 2018.
- ❖ Taking action to identify housing properties that have been assigned to the National Housing Commissioner but have not yet been identified and to document the relevant information.
- ❖ Conducting on-site inspections and office inspections and providing solutions to the problems of residents / tenants in houses.
- ❖ Granting deeds for tenants.
- ❖ Appearing before the court as a witness, participating in discussions for legal opinion of the Attorney General's Department, and carrying out relevant matters pertaining to court proceedings with the Attorney General.

2.4 – Technical Division

2020 Progress

Under the Construction Industry Development Act No. 33 of 2014, 15 regulations and 09 rules have to be approved. Out of them, 13 regulations have been approved by the Parliament. In addition, 02 other regulations have been referred to the legal draftsman. In addition, 06 rules have already been gazetted and another 03 rules have been referred to the legal draftsman.

It also coordinates the activities of the Construction Industry Development Authority to facilitate the obtaining of all necessary approvals online from a single location to avoid delays in obtaining the necessary approvals for the construction industry, which is a special priority of the Ministry.

This Division coordinates at the Ministry level the National Programme on Skilled Based Construction Workers Training, implemented by the Construction Industry Development Authority to address the shortage of skilled craftsmen in the construction sector.

A Cabinet memorandum has been submitted to allocate provisions for the preparation of a National Building Code and it is being coordinated at the Ministry level.

This division also coordinates necessary activities required to take to further lower the place of Sri Lanka at the Doing Business Index.

Also, it is to take further actions to revise the Construction Industry Development Act and the National Policy on Construction via the National Advisory Council on Construction after obtaining Ministry proposals.

Additionally, actions are being taken to appoint a steering committee and conduct further actions with the assistance of the Construction Industry Development Authority to prepare a Cost Data Base of the construction projects.

As well, actions are being taken regarding the preparation of a Policy on High rise Buildings.

Taking measures to simplify the existing license methodology for the supply of raw materials in the construction industry is a function of the Buildings Department and its condition is constantly being discussed.

The Department of Government Factory plays a special role in the development of the construction industry. Accordingly, public sector as well as private sector contracts for the manufacture and repair of special steel and timber products as well as repairs or improvements in the services of irrigation, health, justice, transport, postal and other sector are being fulfilled directly on discussion basis.

It also provides work, products, services and consulting in the field of mechanical engineering to public and private institutions, and imparts practical training on mechanical work and services to technical and engineering apprentices and professional engineers.

The prices relevant to construction contracts awarded as per the Cabinet decision is evaluated by the Standing Technical Committee (STC) established under the Ministry.

Accordingly, under the supervision of the Committee, approval has been granted for prices submitted with respect to 186 projects to the date of 31.12.2020.

Dealing with appeals related to 05 project contract works and the number of projects approved by the Ministerial Procurement Committee (MPC) is 05. Among the engineering services currently in operation, approval has been granted for 01 project relevant to the Standing Cabinet Appointed Procurement Committee (SCAPC).

2021 Outlook

Under the Construction Industry Development Act No. 33 of 2014, 06 rules have already been gazetted and another 05 rules and regulations have been referred to the legal draftsman.

Coordinating the activities of the Construction Industry Development Authority with respect to facilitating the obtaining of all necessary approvals online from a single location to avoid delays in obtaining the necessary approvals for the construction industry, is to be continued in the year 2021 as well.

Supervising the Framework/System Implementation Project to expedite the construction project approval process for an effective and efficient construction industry. It has been informed that necessary steps have been taken by several institutions so far.

This Division coordinates at the Ministry level the National Programme on Skilled Based Construction Workers Training, implemented by the Construction Industry Development Authority to address the shortage of skilled craftsmen in the construction sector. (The names of the persons in need of training are still being received from various districts throughout the island)

A Cabinet memorandum has been submitted to allocate provisions for the preparation of a National Building Code and it is being coordinated at the Ministry level.

This division also coordinates necessary activities required to take to further lower the place of Sri Lanka at the Doing Business Index in the year 2021.

Also, it is to take further actions to revise the Construction Industry Development Act and the National Policy on Construction via the National Advisory Council on Construction after obtaining Ministry proposals.

Additionally, actions are being taken to appoint a steering committee and conduct further actions with the assistance of the Construction Industry Development Authority to prepare a Cost Data Base of the construction projects and by now, representatives have been appointed by the new institutions.

As well, actions are being taken regarding the preparation of a Policy on High rise Buildings.

It has been planned to regulate the Multi Skilled Construction Equipment Operator Training Programme in the year 2021.

Development programmes planned to be implemented by the Department of Government Factory from 01st January 2021 to 31st December 2021;

- Repairing bus bodies
- Maintaining and repairing irrigation projects completed in 2020
- Producing water control gates for irrigation projects
- Repairing a steel bridge located in Yala National Park belonging to the Department of Wildlife
- Planning and establishing a building with steel structure for the Department of Posts
- Repairing train compartments of the Department of Railways

Above programmes are already commenced and expected to be implemented in the year 2021.

2.4.1 - Engineering Services Division

The Standing Technical Committee (STC) established under the Ministry is responsible for the evaluation of quotations of contracts awarded as per the decisions of the Cabinet of Ministers.

As at 31.12.2020, under the supervision of the Committee, approval had been granted for quotations in respect of 186 projects.

Appeals pertaining to 05 project contract activities were dealt with and the number of projects approved by the Ministerial Procurement Committees (MPC) was 05. Amongst the Engineering Services currently in operational status, approval has been granted for 01 project relevant to the Standing Cabinet Appointed Procurement Committee (SCAPC).

2.5 – Construction Division

2020 Progress

❖ Cabinet Memorandum

- Approval for the change of client from National Housing Development Authority (NHDA) to Road Development Authority (RDA) for Hambantota *Nagamu Purawara* Bridges Project and allocating funds to Road Development Authority under implementation of 100,000km alternative road system under the government’s policy statement of “Vistas of Prosperity and Splendour”
- Approval for the Change of Client from National Housing Development Authority (NHDA) to National Water Supply & Drainage Board (NWS&DB) for Urgent Improvement in the Old Water Treatment Plant of the Kirindi Oya Water Supply Scheme, approval for the Milestone Payment Schedule and allocating finance for the National Water Supply & Drainage Board for the above project.
- Approval for the Change of Client from National Housing Development Authority (NHDA) to National Water Supply & Drainage Board (NWS&DB) for Proposed Transmission & Distribution Improvement to Provision of Drinking Water Supply to Srimath Narendra Modi Model Village in Thissamaharama Divisional Secretariat Division.
- Strengthening of the Lanka Building Materials Corporation Ltd (BMC) - Proposal for supply of sand to the Construction Industry, permitting customers to utilize the payment voucher of sand purchased as a transportation license en route to destination.
- Improving internal roads in areas where people have been resettled in the Jaffna District.
- Construction of Houses for 14 nos. of Selected Devotees affected by the Easter Sunday Terror Attack at St. Sebastian’s Church, Katuwapitiya, Negombo on 21.04.2019.
- Procurement of Building Materials and Equipment from the Lanka Building Materials Corporation Limited for Government Institutions on a Single Source Procurement Scheme without Inviting Bids.
- Request for budget provisions to complete the balance work of C-city project.

❖ Submission of Observations for Cabinet Memorandum

- Implementation of construction Project by the National Equipment and Machinery Organization (NEMO) under the provision of Ministry of Sports & Youth Affairs and Affiliated bodies.

- Awarding of 1,500 new training opportunities in the field of Computer Technology and Engineering Education by the National Institute of Business Management for the students who have passed the Advanced Level examination from the academic year 2020 onwards.
- Construction of Elephant Retention Centre in Lunugamvehera – Joint Cabinet Memorandum submitted by the `Ministry of Environment and Wildlife Resources.

❖ **Other Functions**

- Intervention at the Ministry level for the stabilization of the soil wall of the Nugagahapura housing scheme.
- Certifying final bills and intervention at the Ministry level for requesting for allocation of funds for the certified bills of the Galle Provincial Road Carpeting Project, withheld by the Galle District Secretariat.
- Taking necessary steps to settle the arrears due from the State Engineering Corporation to other Ministries and Departments.
- Development work of Marandagahamula paddy storage and shopping complex. Intervention at the Ministry level to complete the remaining work on the construction of 115 stalls in the shopping complex and to maintain and continue those stalls.
- Improvement of sanitation facilities at 16 bus stands and railway stations under Proposal No. 44 of Implementation of Budget Proposals - 2019 through the State Development and Construction Corporation is also a major development work carried out under the direct guidance of our Division.
- Appointment of a Standing Cabinet Appointed Procurement Committee (SCAPC) by the Ministry for discussing regarding the Nagamu Purawara Bridges Project.
 - At the request of the National Housing Development Authority, conducting a meeting on 22.10.2020 under the precedence of the Secretary to the Ministry to discuss the issues that arose in the project.
 - Making necessary interventions between the institutions of Road Development Authority, State Development and Construction Corporation, and National Housing Development Authority.
 - Sending letters to inform the Road Development Authority to provide necessary information to the TEC for future works of this project.
 - Inquiring regarding the present condition of the project.
 - Providing the approval of the Ministry to the State Development and Construction Corporation for delay damages.

2021 Outlook

- Convening monthly progress review meetings with the State Engineering Corporation, National Equipment and Machinery Organization, Building Materials Corporation and through that, giving the necessary Ministry contribution to maintain every institution as a profit making institution.
- As a solution for the present financial crisis in the State Engineering Corporation, prepare short-term plans discussing with the 4 major divisions of the Corporation, which are the construction division, construction component division, mechanical & electrical division and consultancy division, and implement those plans.

- Prepare and implement short-term plans to execute projects as a solution for the financial crisis in the National Equipment and Machinery Organization.
- Taking necessary measures to identify proper technical procedures together with private and public sectors to reduce the cost of the Siyapatha housing project which has already been commenced.
- Following up the future activities of the Building Materials Corporation, which has achieved clear progress at the present and providing full assistance for it at the Ministry level.
- If the approval of the Cabinet of Ministers is required in performing the above functions, take immediate action accordingly.
- Taking appropriate steps in relation to our construction division to cover all the functions assigned to it under the Ministry and to fulfill its targets.

2.6 - Finance Division

2020 Progress

The main role of the Finance Division is to obtain imprest relevant to capital and recurrent provisions provided by the Budget for the year 2020 and disburse that money within the institutions for maximum efficiency and maintain timely records of the disbursement of such funds, and prepare monthly and annual financial statements and issue them on time.

Rs.9088 million and Rs. 1434 million had been allocated in the Budget for the year 2020 as Capital and Recurrent Expenditure respectively. Of this, Rs. 5844 million was spent on capital and Rs. 1396 million on recurrent expenditure. The money spent on capital expenditure was mainly used to build houses for low income earners.

2021 Outlook

In order to enhance the efficiency of the Ministry, we will work in coordination with the respective divisions and work hard to achieve the objectives of the Ministry by procuring, storing and distributing all the materials required to the Ministry with maximum efficiency.

As well, introducing new methodologies to continue proper financial control is also done by the Finance Division.

2.7 - Internal Audit Division

2020 Progress

Four audit reports were finalized in the year 2020. As at 31.12.2020, 2 out of the 4 audit and management committee meetings have been held. Three investigations into the Ministry and its affiliated institutions have been completed and 04 investigations are in progress.

Supervision and follow-up of 11 institutions affiliated to the Ministry has been assigned but at the present, the activities of 03 institutions namely Urban Settlement Development Authority, Condominium Management Authority and State Development and Construction Corporation have been removed from the State Ministry and the Resettlement Division has been included to supervise and follow-up.

Due to the spread of Covid 19 disease in March 2020, the inspections mentioned in the Annual Audit programme could not be carried out to some extent.

2021 Outlook

Although the internal audit investigations and issuance of reports is delayed in the year 2020, steps are being taken to carry out more investigations in 2021 and to make more room for internal audit inspections.

Also four quarterly Audit Management Committee meetings has been included in the Audit programme.

2.8 - Resettlement Division

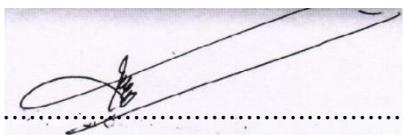
The responsibility of the programmes relevant to the resettlement of families displaced due to the conflict situation that prevailed in Northern and Eastern provinces has been entrusted to the State Ministry of Rural Housing and Construction & Building Materials Industries Promotion by now.

Accordingly, the welfare of the resettled families, the provision of lands for the construction of houses for landless families, the resettlement of displaced families who are returning from India as well as de-mining of lands remaining to be cleared are being carried out so far.

A provision of Rs.5679.6 million was received to the Resettlement Division under 04 phases to implement the development projects recommended for the year 2020 in relation to resettlement activities of the persons displaced due to internal conflicts that prevailed in Northern and Eastern provinces for more than 03 decades and to provide welfare services for the people who live in welfare centers and with friends and relatives with the expectation of resettlement. Accordingly, in the year 2020, the Ministry has initiated a wide range of development programmes to provide durable solutions including housing facilities, water facilities, sanitation facilities and other basic infrastructure as well as livelihood facilities for the people in areas affected due to the conflict and for the returnee refugees.

When implementing the relevant projects in each district, the requirements of the displaced families are identified at the Grama Niladhari Division level and the beneficiaries are identified at the district level under the guidance prepared by the Ministry based on that information. There, the priority is given to the families with persons disabled under the conflicted situation, women-headed families, low-income families, families with persons reintegrated into society after rehabilitation and families residing in welfare centers as well as families residing with friends and relatives. Accordingly, the selection of beneficiaries based on the criteria given by the Ministry will be done from the ground level with the direct intervention of the District Secretaries. Action will be taken to confirm that information through field observations carried out with the participation of Ministry officials. The Ministry officials will also monitor the implementation of these projects at certain stages and if any issues or obstacles are identified, action will be taken to address them.

A provision of Rs.5679.60 million was allocated for the year 2020 under four main activities and it was enabled to achieve a progress of 56.75% by spending Rs.3223.50 million out of that.



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To be signed by Chief Accounting Officer /
Accounting Officer /Head of Institution

Chapter 3

Overall Financial Performance for the Year ended 31st December 2020

3.1 Statement of Financial Performance

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Statement of Financial Performance for the period ended 31st December 2020

Rs.

Budget 2019 (Current Year)	Note	Current Year 2020	Previous Year 2019
- Revenue Receipts			
- Income Tax	1		
- Taxes on Domestic Goods & Services	2		
- Taxes on International Trade	3		
- Non Tax Revenue & Others	4	16,532,285	
- Total Revenue Receipts (A)		16,532,285	
- Non Revenue Receipts			
- Treasury Imprests		7,290,195,291	12,701,854,000
- Deposits		144,958,721	3,069,224
- Advance Accounts		13,920,566	12,755,070
- Other Receipts		1,522,297	88,301,357
- Total Non Revenue Receipts (B)		7,450,596,875	12,805,979,651
Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		7,467,129,161	12,805,979,651
Less: Expenditure			
- Recurrent Expenditure			
104,233,000 Wages, Salaries & Other Employment Benefits	5	184,432,640	109,537,546
962,667,000 Other Goods & Services	6	1,005,778,394	780,320,035
111,170,000 Subsidies, Grants and Transfers	7	206,881,719	228,212,844
- Interest Payments	8	-	-
- Other Recurrent Expenditure	9	-	-
1,178,070,000 Total Recurrent Expenditure (D)		1,397,092,753	1,118,070,425

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} ACA-4

} ACA-5

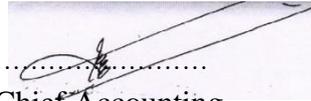
} ACA-2(ii)

Capital Expenditure					
12,012	Rehabilitation & Improvement of Capital Assets	10	691,402	4,045,890	} ACA-2(ii)
20,789,000	Acquisition of Capital Assets	11	462,117	168,454,677	
205,771,000	Capital Transfers	12	1,130,338,155	11,127,573,249	
	Acquisition of Financial Assets	13	-	-	
296,000	Capacity Building	14	567,000	903,033	
51,100,000	Other Capital Expenditure	15	2,668,816,806	396,015,899	
277,968,012	Total Capital Expenditure (E)		3,800,875,480	11,696,992,748	
	Main Ledger Expenditure (F)		153,211,278	15,226,985	
	Deposit Payments		144,958,721	2,822,542	ACA-4
	Advance Payments		8,252,557	12,404,443	ACA-5
	Total Expenditure G = (D+E+F)		5,351,179,510	12,830,290,158	
	Imprest Balance as at 31st - December..... H = (C-G)		2,115,949,650	(24,310,507)	

3.2 Statement of Financial Position As at 31st December 2020

	Note	Actual	
		Current Year	Previous Year
		2020	2019
		Rs.	Rs.
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	532,564,361	279,640,560
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	34,685,928	25,863,254
Cash & Cash Equivalents	ACA-3		-
Total Assets		567,250,289	305,503,814
<u>Net Assets / Equity</u>			
Net Worth to Treasury		34,439,246	25,616,572
Property, Plant & Equipment Reserve		532,864,361	279,640,560
Rent and Work Advance Reserve	ACA-5(b)		
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	246,682	246,682
Imprest Balance	ACA-3		-
Total Liabilities		567,550,289	279,887,242

Detail Accounting Statements in ACA format Nos. 1 to 6 presented in pages from ...05..... to...52... and Notes to accounts presented in pages from ...53.... to66..... form and integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to in agreement.


 Chief Accounting Officer
 Name : Keerthi Kanjith Abeyinwardena
 Designation : Secretary
 Date : 2021.02.28

.....
 Accounting Officer
 Name :
 Designation :
 Date :


 Chief Financial Officer/
 Chief Accountant/
 Director (Finance)
 Commissioner (Finance)
 Name: W. A. De Alwis
 Date: 2021.02.28

3.4 Statement of Cash Flows

ACA-C

Statement of Financial Position

As at 31st December 2020

	Current Year 2020 Rs.	Previous Year 2019 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts		-
Fees, Fines, Penalties and Licenses		-
Profit		-
Non Revenue Receipts		-
Revenue Collected for the Other Heads		-
Imprest Received	7,293,324,476	12,790,155,357
Total Cash generated from Operations (a)	7,293,324,476	12,790,155,357
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	1,125,674,966	817,386,813
Subsidies & Transfer Payments	29,154,268	5,312,844
Expenditure on Other Heads	5,869,105,165	375,682,281
Imprest Settlement to Treasury	500,000	-
Total Cash disbursed for Operations (b)	7,024,434,398	1,198,381,938
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(a)-(b)	268,890,077	11,591,773,419
<u>Cash Flows from Investing Activities</u>		
Interest		-
Dividends		-
Divestiture Proceeds & Sale of Physical Assets		-
Recoveries from On Lending		-
Recoveries from Advance	948,553	1,291,203
Total Cash generated from Investing Activities (d)	948,553	1,291,203

<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	260,510,073	11,583,522,145
Advance Payments	5,097,338	9,542,477
Total Cash disbursed for Investing Activities (e)	265,607,411	11,593,064,622
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(d)-(e)	(264,658,858)	(11,591,773,419)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g)=(c) + (f)	4,231,219	-
<u>Cash Flows from Fianacing Activities</u>		
Local Borrowings		-
Foreign Borrowings		-
Grants Received		-
Deposit Received	135,373,305	2,822,542
Total Cash generated from Financing Activities (h)	135,373,305	2,822,542
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings		-
Repayment of Foreign Borrowings		-
Deposit Payments	139,604,524	2,822,542
Total Cash disbursed for Financing Activities (i)	139,604,524	2,822,542
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(h)-(i)	(4,231,219)	-
Net Movement in Cash (k) = (g) -(j)	0	0
Opening Cash Balance as at 01st January	0	0
Closing Cash Balance as at 31st December	0	0

3.4 Notes to the Financial Statements

3.5 Performance of the Revenue Collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amount (Rs.)	as a % of Final Revenue Estimate
	No				

3.5 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	1,433,660	1,433,660	1,397,093	97%
Capital	4,284,602	4,284,602	3,800,875	88%

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

Rs. ,000

Serial No	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
	State Ministry of Urban Development, Coast Conservation, Waste Disposal, and Community Cleanliness	1. Construction of houses for low income families	4,000,000	4,000,000	3,534,724	88%
		2. Completing partially constructed houses for low income families	700,000	700,000	587,700	84%
		3. Renovating housing scheme	10,000	10,000	-	-
		4. UN Habitat	2,000	2,000	2,000	100%
		5. Middle income housing project	40,000	40,000	28,050	70%
		6. Improving sanitary facilities at bus terminals and train stations	48,000	48,000	19,396	40%

3.7 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2020	Balance as per financial Position Report as at 31.12.2020	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures				
9152	Machinery and Equipment	532,864,361	532,864,361		
9153	Land			} No	
9154	Intangible Assets				
9155	Biological Assets				
9160	Work in Progress				
9180	Lease Assets				

3.8 Auditor General's Report

** The final audit report issued by the Auditor General to be scanned and placed here while submitting to the Parliament.

Chapter 04

Performance Indicators

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

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100%- 90%	75%- 89%	50%- 74%
Although it was planned to construct 14022 houses under the construction of new houses in each Grama Niladhari Division of the island through the " <i>Obata Geyak - Ratata Hetak</i> " programme under the construction of houses for low income earners, it was able to commence construction of 9972 houses.			✓
Under the loan assistance for new and partially completed houses, it was enabled to reach 567 million under a target of 1000 million.			✓
It was planned to train 1742 trainees by the Construction Industry Development Authority and out of that, 906 were trained.			✓

S.C. - Indicators of development programs carried out by all departments and institutions affiliated to the Ministry are presented separately in the performance reports submitted by each institution.

Chapter 05

Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%- 49%	50%- 74%	75%- 100%
Preparation of Sustainable Development Plan for the Ministry	Preparing the Sustainable Development Plan and submitting it for approval	Sustainable Development Plan			* Observations of the Sustainable Development Council of Sri Lanka have been submitted for the prepared plan.

5.2 Achievements and Challenges in Fulfilling Sustainable Development Goals in brief

In preparing sustainable development plan, 6 major subject areas, 16 goals and 110 strategies have been identified. The action plan has been completed including projects and programmes related to the housing and construction sectors and submitted to the Sustainable Development Council for monitoring and advice. The proposals of the Sustainable Development Council have been received and the institutions have been informed for necessary amendments in accordance with those proposals.

Chapter 6

Human Resource Profile

06.1 Cadre Management

Housing and Construction Division

Level	Approved Cadre	Existing Cadre	Vacancies / (Excess)
Senior	33	26	07
Territory	06	02	04
Secondary	106	78	28
Primary	52	37	15
Total	197	143	54

Resettlement Division

Level	Approved Cadre	Existing Cadre	Vacancies / (Excess)
Senior	16	09	07
Territory	05	01	04
Secondary	97	92	05
Primary	27	22	05
Total	145	124	21

06.2 Housing and Construction Division

There were vacancies in certain posts of all island services in this Ministry, and officers were appointed to fill the vacancies on a full time basis and on acting basis and the Ministry of Public Service, Provincial Councils and Local Government has been informed of the need to fill those posts permanently. Also, due to vacancies in certain posts, duties are being carried out by deploying staff from institutions affiliated to the Ministry. Relevant institutions have been informed to fill all these vacancies. Accordingly, I present the total number of vacancies, including the resettlement section, as follows.

Senior Level – All Island Service

Service	No. of Vacancies
Additional Secretary SLAS	01
Additional Secretary SLES	02
Chief Financial Officer SLAcS	01
Senior Assistant Secretary SLAS	02
Assistant Secretary SLAS	02
Assistant Director SLAS	02
Assistant Director SLES	01
Chief Accountant SLAcS	01

Territory Level

Service	No. of Vacancies
Administrative Officer	01
Translator 1. Sinhala - English	02
2. Sinhala - Tamil	02
Information Technology Officer	01

Secondary Level

Service	No. of Vacancies
Management Assistants' Service	09
Development Officers' Service	15

Primary Level

Service	No. of Vacancies
KKS	20
Driver	09

06.3 Training programmes for human resource development in the year 2020

Name of the programme and the institution that conducted the program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad /Local)	Output/ Knowledge Gained
			Local	Foreign		
Seminar on Concrete and Rainwater in Construction (Construction Industry Development Authority)	2	7 hrs	8,000.00		Local	Construction
Awareness of public officers on the provisions of the Establishment Code (Ministry Administrative Division)	2	8 hrs	Free		Local	Use of the provisions of the Establishments Code for duties
File Management Training Programme (Ministry Administrative Division)	58	3 1/2 hrs	5,785.00		Local	Knowledge on file management
Training programmes on computer typing (Ministry IT Division)	20	2 hrs	1,155.00 (Refreshments expenses)		Local	Knowledge on file management
Training programmes on computer typing (Ministry IT Division)	23	3 hrs	1,440.00 (Refreshments expenses)		Local	Knowledge on file management
Structural design of multi-storey buildings (Society of Structural Engineers Sri Lanka)	1	5 days	30,000.00		Local	Knowledge on the structural design of multi-storey buildings
Preparation of Project Report (Ministry Planning Division)	20	3 1/2 hrs	Free		Local	Knowledge on the preparation of Project Report

Chapter 07

Compliance Report

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

2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Complied		
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
5	Audit queries			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2))DMA/1-2019	Complied		
6.2	All the internal audit reports has been replied within one month	Complied		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7	Audit and Management Committee			

7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied		
9	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Complied		
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
10	Management of Bank Accounts			

10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Complied		
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Not Complied	Not applicable	
15.2	The revenue collection had been directly credited to the revenue account without	Not Complied	Not applicable	

	credited to the deposit account			
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Complied	Not applicable	
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Complied		
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	Implementing citizens charter			
18.1	A citizens charter/Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		

19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

END