

**Presenting to the Parliament observations and measures taken regarding Standing Orders 119 (4) tabled by the Public Accounts Committee of the Parliament of Sri Lanka.**

**Parliamentary Session Number - 183**

**District Secretariat - Hmbantota**

<b>Deficiencies and guidance pointed out by the Public Accounts Committee</b>	<b>Action taken by Accounting Officer</b>	<b>Current Progress</b>
<p>1) 1) the passwords related to the government salary processing computer software have not been changed once in three months in accordance with the Public Accounts Circular No. 171/2004 dated 11.5.2004.</p> <p>2) Every audit query submitted by the Auditor General was not answered within one month.</p>	<p>Accountants have been instructed to update and maintain the government salary processing computer software, once in every three months.</p> <p>This matter was discussed in the District Audit Management Committee and the Divisional Secretary's meeting and accordingly, instructions have been given to the Divisional Secretariats and other heads of institutions to provide the necessary</p>	<p>The computer software for salary processing has been changed and it has been updated and maintained once in every three months from January 2023.</p> <p>This situation has arisen due to the delay in providing relevant information in relation to the projects carried out by the District Secretariat with other institutions of the district (Local Government, Road Development Authority, Urban Development Authority, and Irrigation Department etc.).</p>

	information promptly enabling the audit queries to be answered within a month.	However, currently the audit queries are answered within a month.
3) Instances of internal audit inquiries not being answered within a month were reported.	Instructions have been given to the relevant officials of the District Secretariat and all Divisional Secretariats to provide answers to the relevant audit queries within a month at the District Audit Management Committee, The Divisional Secretary's Meeting and at the Progress Review Meeting of the Accountants.	At present, internal audit queries are answered within a month.
4) According to State Finance Circular No. 05/2016 dated 31.03.2016, verification of government property were failed to conduct and reports were not submitted to the Auditor General on the due date. .	The concerned officials have been informed to carry out the verification of property and to submit reports within the prescribed periods.	Due to the restriction of calling employees in the offices due to the situation of the COVID pandemic in 2021 and 2022, there was a delay in carrying out the verification of the property and therefore it was not possible to verify the property and submit the related reports to the Auditor General on the prescribed date. From the year 2023, verification of property will be conducted on the scheduled date and send the reports before the prescribed date.
5) Recommendations about surpluses, deficiencies and other recommendations	All the related officers have been instructed	the relevant tasks will be performed as scheduled as

revealed in the annual verification of property were not implemented within the prescribed periods.	to carry out the goods survey in the specified periods and implement the recommendations regarding excesses, deficiencies and other recommendations revealed in the annual Board of Survey in the specified periods.	stated in the answer of No. 04 above.
6) A vehicle has not been removed in a period less than 6 months since its condemn.	Administrative Officers have been instructed to take immediate actions against the vehicles to be removed.	The vehicles which had been approved for removal have been repaired and put into operation according to the instructions received from the Ministry to repair and use such vehicles again, as there is no system to get new vehicles in the existing condition
7) Log books for each vehicle were not maintained on an up-to-date basis.	Administrative officer has been informed to update and maintain all log books promptly.	Currently all log books are updated and maintained.
8) The fuel consumption of the vehicles owned by the District Secretariat was not checked according to the provisions mentioned in paragraph 3.1 of the Public Administration Circular No. 2016/30 dated 29.12.2016.	Administrative Officer has been informed to duly check the fuel consumption of the vehicles.	Fuel consumption of vehicles has not been checked in 2022 due to the difficulty of providing enough fuel. Nevertheless, measures have been taken to do the task properly in the year 2023.
9) Bank reconciliations were not prepared by	The officers have been informed to	Bank reconciliations have been prepared and

<p>the due date.</p> <p>10) There were outstanding loan balances dating back exceeding one year.</p>	<p>implement the relevant activities within the specified periods.</p> <p>Arrangements have been made to recover the balance due from the officers vacated their posts, in installments and legal advice to be sought for recovering the balance due from the interdicted officers.</p>	<p>submitted on the due date for the years 2021 and 2022.</p> <p><b><u>Balances due from officers vacated their posts</u></b></p> <p><b><u>Mr. E.G.P.Prashpakumara - Outstanding Loan Balance - 138,371.44)</u></b></p> <p>After sending letters several times to recover this loan balance, the Divisional Secretary, Okewela has again sent a reminder letter to the Director General, Road Development Authority on 16.01.2023 inquiring to inform about the measures taken to recover the loan balance.</p> <p><b><u>Mrs. H.M.D Ashelika (Loan Balance - 49,819.00)</u></b></p> <p>Hambantota Divisional Secretary's letter No. HDS/ADM/01/F/4/1/21 and dated 23.09.2022 has informed the Attorney General to take legal action against the debtor and make arrangements to recover the money unsettled to the government</p> <p><b><u>Mr. S.S K.M. Gamage (Loan Balance - 126,325.00)</u></b></p> <p>Thas agreed to settle this loan balance The</p>
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<p>11) Overdue deposits in the general deposit account were not dealt with as per F.R.571.</p> <p>12) The balance in the cash book as at the end of the year under review had not been remitted to the Treasury Operations Department on the due date as per the provisions in circulars.</p>	<p>The relevant officers have been informed to act as per F.R.571 regarding the overdue deposits in the General Deposit Account.</p> <p>The relevant officers have been advised to remit correctly the balance in the cash book as at the end of the year under review to the Treasury Operations Department on the due date as per the relevant provisions in the circular.</p>	<p><b><u>Credit balances due from retired officers</u></b></p> <p><b><u>Mr.L.K.G. Pemachandra - Divisional Secretariat, Beliatta.</u></b></p> <p>His loan balance is Rs.188,335 – settled by January 2021 through the Account Summary.</p> <p><b><u>Mr. E. Pranchihewa -</u></b> This loan balance is fully settled on 31.01.2022.</p> <p><b><u>Mr. E.M. Piyadasa - E.M. Piyadasa of the Divisional Secretariat, Katuwana.</u></b></p> <p>His loan balance is Rs.39,003 - settled through the Account Summary in February 2021.</p> <p>Overdue deposits in the General Deposit Account in the year 2022, have been dealt in accordance with F.R. 571.</p> <p>The balance in the cash book from the end of 2022 has been arranged to be remitted to the Treasury Operations Department on the due date as per the relevant provisions in circulars</p>
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<p>13) Collected income was neither directly credited to the income nor was credited to the Revenue Account within less than one month period after it was retained in the deposit account.</p>	<p>he relevant officers have been informed to directly credit the collected revenue and to credit the revenue retained in the deposit account to the income account within a period less than one month</p>	<p>The revenue in the nature of directly credited to the revenue account is immediately and duly credited to the revenue account in the same month and as the revenue from Motor traffic is collected until the end of the month and retained in the Deposit Account, such revenue to be credited to the revenue Account at the beginning of the next month.</p>
<p>14) According to Public Finance Circular No. 402 dated 12.09.2002, the annual performance report has not been prepared and submitted to Parliament with a copy to the Auditor General within 150 days of the end of the financial year.</p>	<p>The officers have been informed to submit the performance reports to the Parliament on the scheduled date within the specified time periods.</p>	<p>The Annual Performance Report of the year 2020 should have been submitted to the Parliament before 30.06.2020 and has been forwarded to the Parliament on 03.06.2020. Also, the annual performance report for the year 2021 should have been submitted to the Parliament before 30.06.2021 and has been forwarded to the Parliament on 30.06.2021. The annual performance report for the year 2022 is currently being prepared and arrangements are being made to submit to the Parliament before the scheduled date.</p>
<p><b><u>Part two</u></b></p>		
<p>1) According to the Circular No.</p>	<p>As per the said circular, instructions have been given to prepare the Citizen / Clients'</p>	<p>According to the circular, the Citizen /Clients' Charter has been properly prepared and the</p>

05/2008 of the Ministry of Administration and Management dated 2008.02.06 as amended by Circular No. 05/2018(1) dated 24.01.2018, the Citizen / Clients' Charter was not properly prepared and implemented.	Charter properly and implement the same from the year 2023.	necessary arrangements have been made to implement the same from year 2023.
2) Performance contracts were not prepared and entered for the entire staff.	From the year 2023, the necessary instructions have been given to prepare and sign performance agreements including the entire staff.	Necessary arrangements will be made to prepare the performance agreements for the year 2023 included in the entire staff.
3) The amount of training opportunities provided was less than 50% of the planned training opportunities.	In 2021, 2022 due to the restriction of calling employees in the offices due to the situation of the COVID pandemic, less than 50% of the training opportunities were able to be provided out of the planned training opportunities.	Required basic arrangements have been made to provide more than 50% of the planned training opportunities in 2023.
4) The deficiencies/errors pointed out by the Auditor General in the paragraphs	This matter was discussed in the District Audit Management Committee and	The deficiencies/errors pointed out in the paragraphs by the Auditor General have been

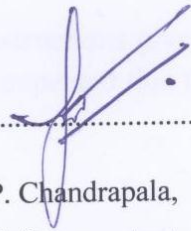


had not been rectified.	accordingly the Auditor General has instructed the officers to implement the necessary measures in order to correct the deficiencies / errors pointed out in the paragraphs.	largely rectified and there are only 2 paragraphs which are not fully resolved.
5) The details of the identified targets were not forwarded before the 15th January 2019. to the Ministry with copies to the Auditor General	The officers have been informed to take the necessary steps to forward the details of the targets identified for the same year to the Auditor General with copies to the Ministry before January 15 of each year.	Details of the identified targets for the year 2023 have been forwarded to the Ministry of Home Affairs for approval on 31.12.2022.

  
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