

ආයතනයේ නම : දිස්ත්‍රික් ලේකම් කාර්යාලය - මොනරාගල

පාර්ලිමේන්තුවේ රජයේ ගිණුම් පිළිබඳ කාරක සභාව විසින් සභාගත කරන ලද වාර්තා සම්බන්ධයෙන් ස්ථාවර නියෝග අංක 119 (4) යටතේ ගරු අමාත්‍යවරයාගේ නිරීක්ෂණ හා ගනු ලබන පියවර පාර්ලිමේන්තුව වෙත ඉදිරිපත් කිරීම

නிறுவනத்தின் பெயர்: மொனராகலை மாவட்ட  
செயலாளர் அலுவலகம்

පාරාලාමණ්ණ அரசு கணக்குகள் குழுவினால் முன்வைக்கப்பட்ட அறிக்கை தொடர்பாக நிலையியற் கட்டளை 119 (4) இன் கீழ் கௌரவ அமைச்சரின் அவதானிப்புகளும் மற்றும் அது தொடர்பாக எடுக்கப்பட்ட நடவடிக்கைகளையும் பாராளுமன்றத்திற்கு முன்வைத்தல்

**Name of the institution: District Secretariat – Monaragala**

Submission of observations of Hon. Minister and steps taken with regard to the reports tabled by the Committee on public Accounts in terms of Standing Order No. 119 (4)



**Annexure 01**

Submitting to the Parliament your observations and the steps to be taken regarding Standing Order 119 (4) tabled by the Committee on Public Accounts of the Parliament.

Parliamentary Publication Series No 183


District Secretariat: Monaragala

<b>Shortcomings and directions pointed out by the committee on Public Accounts</b>	<b>Actions taken by the Accounting officer</b>	<b>Current progress</b>
According to the State Accounts Circular No. 171/2004 dated 11.05.2004, the first password related to the computer software used to prepare government salaries is not used by the accountant or an authorized staff officer only. The relevant password has not been changed once in three months.	Officers were informed	Since the year 2023, the instructions will be followed
Failure to submit answers to the audit queries submitted by the Auditor General within one month	In cases where it takes time to give answers, arranging to send interim answers. Calling all the officials related to the audit queries of the Divisional Secretariats and getting answers to the audit discussions promptly. Fetching replies by e-mail before receiving replies by post from Divisional Secretariats Informing officials to submit prompt answers immediately after receiving audit queries	Efforts have been made to minimize delays in responding to audit queries.
Non-submission of responses to internal audit queries within one month	All officers have been informed on the matter.	Efforts have been made to minimize the delay in responding to internal audit queries.

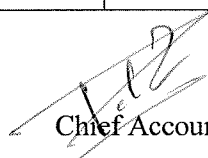
Not disposing the vehicles less than 06 months after conception	The impounded vehicles in Monaragala District Secretariat have been disposed of on 21.12.2022.	Actions have been taken for disposing.
Failure to be tested fuel consumption in the vehicles owned by the District Secretariat as per the provisions mentioned in the Public Administrative Circular No. 2016/ bearing 3.1 dated 29.12.2016	Due to the lack of fuel availability in the year 2022, the vehicles owned by this office have not been tested for fuel consumption, and the motor inspector has been asked to check the amount of fuel consumed this year and give a report immediately.	Arrangements have been made to carry out the fuel consumption test within the month of February.
According to F.R 4(1), after utilization of the provided provisions during the year, coming to liabilities exceeding the vote availability at the end of the year.	Officials were informed	Right now, it's being done right.
Existence of outstanding loan balances for more than a year	Arrangements have been made to collect the loan balances of the provincial councils on a monthly basis. As per Section 4.6 of Chapter XXIV of the Administrative Code, Instructions of the Attorney General has been sought for recovery of the loan balance. Accounting errors have been corrected. Officers have been given the necessary knowledge on the matter.	Loan balance description 2020.12.31 Outstanding Loan Balance Rs.2,138,929.37 Amount charged so far Rs.742,973.05 2022.12.31 Outstanding Loan Balance 1,395,956.32
Failure to proceed as per F.R. 571 in respect of unsettled deposits	Informed the relevant parties and arranged for settlement and credit the unsettled deposits to the government revenue.	Deposit balances are settled except for deposits with audit enquiries.

The staff has been recruited beyond the approved limit	Graduate development officers have been assigned to the office as staff beyond the approved limit. Ministry instructions have been received for that.	All other services have not been over-recruited.
Failure to develop a system to monitor or evaluate the implementation of the citizen charter	In cases where the citizen's charter is not implemented, opportunities have been created for the public to complain by following the methods of receiving text messages, public suggestions and complaints, and telephone notification regarding the problems of the clients.	When such complaints are received, necessary matters are discussed and solutions and remedies are provided.
Not having recommended at least 12 hours of additional training per year for an employee as per the prepared HR plan.	he HR plan for the year 2023 has been prepared to cover the entire staff.	Arrangements will be made to conduct the training course in the future according to the provisions received.
Failure to develop and contract performance agreements covering all staff.	In the year 2019, it was planned to provide a performance index to the officials to evaluate the performance covering all the sectors of the Monaragala District Secretariat. At the beginning of 2020, the performance induction system has been implemented.	Performance contracts for all officers have been prepared and contracts are being kept up-to-date.
Less than 50% of planned training opportunities provided.	Due to reasons such as the spread of the Covid, the fuel crisis, there were obstacles in conducting training sessions in the years 2020, 2021 and 2022, so it has not been possible to achieve complete progress and the officials have been informed to conduct training as scheduled from the year 2023.	A training plan has been prepared from the year 2023 and arrangements have been made to conduct the training as scheduled.

Deficiencies/defects pointed out in the audit paragraphs have not been corrected.	All officials have been informed. Disciplinary actions have been taken where necessary and officials have been instructed to make recovery for incorrect payments. The relevant institutions have been informed for the matters to be settled on the intervention of other institutions.	Most of Deficiencies/defects have been fixed and work is being done to fix the outstanding Deficiencies/defects.
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District Secretary,  
District Secretariat ,  
Monaragala.

**R.M.P.S.B. Rathnayake**  
District Secretary/Government Agent  
Monaragala

  
Chief Accountant, (Acting)  
District Secretariat ,  
Monaragala.

**P.N.P. Pathirana**  
Accountant  
District Secretariat  
Monaragala

## Recommendation of the Secretary

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Measures taken by the District Secretary are recommended and instructions have been given to District Secretaries to pay personal attention on the other shortcomings pointed out and to take corrective measures regarding them.



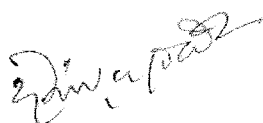
Neel Bandara Hapuhinne  
Secretary,  
Ministry of Public Administration, Home Affairs,  
Provincial Councils and Local Government

Neel Bandara Hapuhinne  
Secretary  
Ministry of Public Administration, Home Affairs,  
Provincial Councils & Local Government  
Home Affairs Division

## Recommendation of the Minister and the Action taken

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Instruction have been given by me to the Ministry Secretary to take necessary steps by paying special attention on the instructions given to the District Secretary by the Committee on Public Accounts, to ensure that such shortcomings may not occur again and it is expected that the such measures would enable the provable level to reach the optimum level within the year 2023.



Hon. Dinesh Gunawardena. (M.P)  
Prime Minister and  
Minister of Public Administration, Home Affairs,  
Provincial Councils and Local Government.

